

**Finance Committee Minutes
Monday, June 4, 2018
Town Hall Conference Room**

Attendees:

Bill Urban-Chair
Michele Takei

Cindy Rodas – Accounting Technician
Jeremy Dennis – Town Manager
Howard Young – Public Works Director
Starla Jerome-Robinson – Interim Finance
Director

Ken Lavine

George Savage
Jason Pressman

Craig Hughes – Council Liaison
Brandi de Garmeaux – Asst to Town
Manager

Lucy Neely

The meeting was called to order at 5:29 pm.

Bill Urban welcomed the new members to the Finance Committee, Jason Pressman and Lucy Neely. Up to 7 members of the committee are now permitted, however, there is no active search currently going on to fill the 7th position. Jeremy also announced that Cindy had been promoted due to her excellent work on the budget.

1. New Business – Review Draft of FY 2018-19 Budget

The budget will be presented to the Town Council on Wednesday, June 13 and hopefully, adopted by the Council on Wednesday, June 27. Some of the highlights in the budget noted by Starla were:

- The COPS public safety grant is expected to be \$145,000, an increase of \$45,000 due to “growth funding”.
- A 4.75% property tax increase is budgeted based on the County Assessor’s estimate which is very moderate compared to increases estimated in neighboring cities.
- A 3.6% COLA is budgeted for salaries plus \$21,000 of merit pay increases.
- A new three year contract with the Sherriff’s Office is in the process of being negotiated. A 9% increase is being requested.
- No payment of either the unfunded pension reserve nor the unfunded retiree medical benefits is recommended prior to June 30, 2018 due to the uncertainty in the amounts.
- A motion to recommend that the proposed budget be presented to the Town Council with modification to the assigned reserve balances passed 6-0.

2. Old Business

a) Status of Cash/Investment Reserve Levels and Projected Future Levels

The Committee recommended that the 6/30/17 year end audit numbers be used for the unfunded pension assigned reserve as well as for the unfunded retiree medical assigned reserve. The Committee then reviewed the initial 5-year capital improvement program budget.

b) Update on Progress Implementing Investment Fund

\$500,000 of cash has been moved from the LAIF fund to the Town’s Bank of America (BoA) account. Paperwork and vacation delayed the movement from BoA to the investment account at Schwab. However, all the paperwork has now been completed.

Jeremy announced that the new Finance Director had been hired and would be starting on June 28, 2018. The next Finance committee meeting will probably take place in the Fall.

The meeting was adjourned at 8:02 pm

Michele Takei – Acting Secretary