



AUDIT & FINANCE COMMITTEE

MINUTES –January 23, 2017

The regular meeting of the Audit & Finance Committee was held Monday, January 23, 2017 at 4:30 p.m. Those in attendance included:

Member	In Attendance	Absent
Randy Atkisson	X	
Rich Carver		X
Michael Hauser		X
Vacant		
Vacant		
Vacant		
Kathleen Gmelich	X	

Also in attendance were:

Tracy Hansen, Director of Finance

November 2016 Financial Statement: The Director of Finance distributed the November 2016 Financial Statements. Mr. Atkisson asked various questions regarding YTD revenues and expenditures.

2017 Budget Review: The Director of Finance distributed the approved Budget Summary and the Public Hearing presentation slides. Mr. Atkisson asked what the major projects were in the Capital Fund for 2017. He asked about the debt balance for the remaining 2010 & 2013 GO Bonds.

2016 Sales tax Update: The Director of Finance distributed a sales tax analysis as of January 2017 receipts (November sales tax at the register). Sales tax receipts for January were slightly slower than the same time last year. The administrative and finance staff will be monitoring sales tax receipts closely.

2016 Finance Projects: The Director of Finance updated the committee on the Investment Policy update, Tyler Content Management module set up and the Wage and Classification Study which is in process.

Adjournment

The committee adjourned at 5:46 p.m.

Next Meeting Date

The next meeting date will be February 27th at 4:30pm.

Respectfully Submitted,
Tracy Hansen, CPA
Director of Finance

AUDIT AND FINANCE COMMITTEE

AGENDA

**Monday, January 23rd, 2017 at 4:30 PM
Heimsch Conference Room**

- I. Roll Call
- II. Distribution of November 2016 Financial Statement
- III. 2017 Budget for all funds
- IV. 2016 Sales Tax Update
- V. 2016 Audit presentation scheduled for February 27th Audit & Finance Committee meeting.
- VI. 2016 Projects update
 - a. Finalized update of Investment policy -need attorney to review changes, then present to BOA
 - b. Implement the Tyler Content Management module –Scanners installed, staff training next step
 - c. Wage and Classification Study –waiting on report from McGrath
- VII. Adjournment