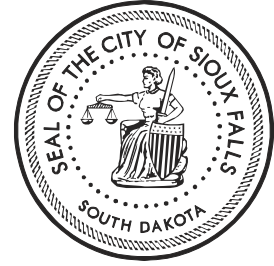


MINUTES

July 2, 2007



Fiscal Committee

4:30 p.m.
Carnegie Town Hall
235 W. 10th Street

Members Present: Committee Chair - Vernon Brown, J. Pat Costello, Kevin Kavanaugh

Staff Present: Debra Owen, City Clerk and Jamie L. Palmer, Assistant City Clerk

Guests: Bob Jamison, Tom Huber, Rich Oksol, Tamara Jorgensen, Kermit Staggers, Jonathan Ellis

1. Call To Order

Committee Chair Vernon Brown called the meeting to order at 4:30 p.m.

2. Approval of Minutes

A motion was made by Committee Member Kavanaugh and was seconded by Committee Member Costello to approve the June 25, 2007 minutes as written. Brown called for a voice vote on the motion. All committee members voted yes.

3. Reports and Updates

A. 2008 Council Budget

Debra Owen, Council Chief of Staff/City Clerk

Owen shared a PowerPoint presentation regarding the Legislative Branch 2008 proposed budget. The branch consists of three divisions: City Council, City Clerks Office, and Internal Audit.

- City Council
 - Budget adjustment from 2007 to 2008 is 2.5%. This adjustment includes wages, FICA, Insurance, office equipment, IT equipment and the Granicus media vault. The media vault will allow live video stream of City Council meetings which will enhance improved public access and transparency in Government.
- Clerk Clerk's Office
 - Budget adjustments in 2008 include:
 - City Council Elections – mandated by law
 - Publication Fees – mandated by law
 - Fixed Costs by HR and IT (wages, benefits and IT Fund)
- Internal Audit
 - Budget adjustment in 2008 is \$63,637.60 which is the proposed FTE which was approved unanimously by the Audit Committee.

In conclusion, Owen stated that the Legislative Branch uses less than 1% of the General Fund which is %.3 of the entire City budget. There are only six full time employees for the Legislative Branch.

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B. Council Budget Procedures
Bob Jamison, Council Chair

Jamison shared discussion from a budget meeting which included Council leadership, Jennifer Holsen and Eugene Rowenhorst. They have requested that the Council resubmit the budget using last year's budget figures with the exception of the COLA increases. This forces the Council to make any adjustments after they have heard the Mayor's budget address. Elections were not considered, however, elections are mandated by law so there isn't any way not to include that increase into the budget. He requested suggestions from the Fiscal Committee on how to proceed with the 2008, as well as, future budgets.

Costello recommended that in the future, Debra Owen make a presentation to the City Council at an Informational meeting. This would allow the Council to discuss the budget before it is submitted to the Mayor. However, regarding the 2008 budget, the Fiscal Committee recommends submitting the budget without the third Internal Audit position. Jamison will take this recommendation forward.

4. Open Discussion

There was none.

5. Adjournment at 5:25 p.m.

Jamie L. Palmer
Assistant City Clerk