

City of Huron
FINANCE COMMITTEE MEETING MINUTES
August 10, 2020

Call to Order

The Finance Committee meeting was called to order by Temporary Chairman Leaman on Monday, August 10, 2020 at 5:00 p.m. in -person and via teleconference. Finance Committee members attending: Larry Leaman and Randy Drewyor. Also in attendance from Council: Mark Claus and Joel Hagy. Staff in attendance: Interim City Manager Michael Spafford, Finance Director Cory Swaisgood, and Finance Specialist Meredith Brownell.

Approval of Minutes

Motion by Mr. Hagy to approve the minutes of May 11, 2020 as printed and received. All in favor, motion approved.

Old Business

Draft Fiscal Policies

Due to the current global pandemic, staff will defer further discussion regarding draft fiscal policies and final approval on these policies until a future meeting. Mr. Swaisgood will be discussing debt management with the City's debt financial advisor, Mr. Sudsina, prior to the next quarterly meeting.

Sale of Substation Transmission Asset

Mr Spafford discussed the sale of the substation assets which is being reviewed by AMP-T and the City's Law Director. Such negotiations will be presented before council in August. Staff will share the final numbers with the Finance Committee when the final draft agreement is received.

New Business

2020 Financial Review/COVID-19 Monthly Financial Reporting/New Funds

Due to monthly reporting during the COVID-19 pandemic, the 2020 financial summary will be limited to specific items not covered in the monthly report. Mr. Swaisgood discussed the creation of a new fund for the refuse contract in order to better manage and monitor the performance of the service going forward. This will be discussed further during the 2021 Budget Meetings. Staff is planning to prepare the 2021 budget with the expectation that a new fund will be created for the Parks and Recreation Department. Combining the Parks and Recreation budget into one fund would result in more effective budgeting and planning although expenditures will remain separate.

Due to the COVID-19 Pandemic, large capital improvement projects will be placed on hold, including US6 bridge improvements, road striping, city hall renovations, Showboat scour, and Silvern Properties. Projects will remain on hold until the City gets a clearer projection of income tax collection. Mr. Spafford discussed delaying Phase II of US6 and Jim Campbell until 2021 based on conversations with ODOT in order to mitigate impact and continue discussion on preliminary costs. Mr. Spafford discussed the ConAgra and Sawmill Parkway improvements. The EDA and State is willing to collaborate with the City in order to complete said improvements.

Following the last Finance Committee meeting the City of Huron received \$140,000 in COVID relief funds. The City anticipates receiving another round of CARES Act Funding. Mr. Swaisgood reviewed potential expenses the City may be able to utilize these funds for with the Finance Committee.

Further discussion ensued regarding the following topics:

- Joint Port Authority/USGS and potential debt impact.
- Street and court revenue, record breaking numbers at Nickel Plate, and the increase of water usage based on the previously imposed stay at home orders.
- The Tube Settler Project at the Water Filtration Plant, which will increase plant capacity, for 2021's budget.
- Additional Staff at the water plant based on Mucci Phase II capacity increase and to reduce strain on existing staff members.

2021 Budget Process & Schedule

Mr. Swaisgood discussed the creation of temporary appropriations for for the 2021 budget due to the hiring of the new City Manager. This temporary adjustment would benefit the City for the first three months to allow council to approve final appropriations by April 2021. This process may help the City Manager to acclimate to the City's financial planning and processes. The 2021 budget meetings will be scheduled for Mondays in October and November with the intention of finalizing the budget in December.

Adjournment

Mr. Claus made a motion to adjourn. All were in favor, motion approved, and the meeting adjourned at 6:26 p.m.

Larry Leaman, Finance Committee Member (temporary chair)

CS/MB

Upon approval by the Finance Committee, the official written summary of the meeting minutes will become a permanent record, and the official minutes shall also consist of a permanent audio recording.