

City of Menifee Finance Committee
Meeting Minutes
May 16, 2013

1. Call to order and roll call

Chairman Scott Mann called the meeting to order at 2:02 p.m.

Present were: Chairman Mayor Scott Mann, Deputy Mayor Wallace Edgerton, Interim City Manager Rob Johnson, Finance Director Terri Willoughby, City Clerk Kathy Bennett, and two members of the public.

2. Public Comments

None.

Director Willoughby provided a draft mission statement and description of typical Finance Committee functions for review by the committee members.

3. Review of Proposed 2013-14 City Budget Issues

Item continued for further detailed reports.

4. Presentation of Quarterly Finance Report

Director Willoughby presented the planned quarterly report form. Council agreed that the report would be on the Consent agenda quarterly for information, and then disseminated to the public via the City's website and email.

5. Update of Status of SB 56

Interim Manager Johnson gave an update of the status of the proposed legislation and how it might affect the upcoming budget projections.

6. Development of Finance Policies

Director Willoughby explained the current policies in place with the City including the Investment policy, but noted that other policies will help memorialize and standardize the steps. She agreed to return policies to the committee for consideration. She noted the travel policy needs updating as well.

7. Consideration of Impacts of CalPERS Retirement Cost Increases

Director Willoughby presented the projected changes that are anticipated with the PERS retirement plan and how they would affect the City. She noted there are certain assumptions made that will help with the planning as the changes are implemented. She also mentioned that staff will be returning to the Finance Committee with projections

as part of developing a long term financial plan, and that any long term financial plan will need to consider the changes in retirement costs.

8. City Manager Comments

Interim Manager Johnson covered some assumptions that were made on the last year's budget that included a fund balance reserve of 28%, noting that the possibility of a 25% reserve would free up funds for use for important programs and positions that are not able to met through the current budget projections. The Committee members agreed to review when detailed figures are presented and they can consider as an option.

9. Committee Members Comments

Chair Mann noted that there is an article in the Friday Flyer about the City of Canyon Lake possible closure of Fire Station No. 60 and asked for consideration of how that will affect the City of Menifee's budget and services.

10. Adjournment

Chairman Mann adjourned the meeting at 4:03 p.m.

Kathy Bennett, City Clerk