

**FINANCE COMMITTEE**  
**Tuesday December 14, 2010**  
**3:30 pm**  
**Council Chambers**

**MEMBERS PRESENT:**

Mayor Alfonso E. Ortiz Jr., Chairman  
Ms.Kathy Tapia, Vice Chair

Councilor Diane Moore  
Mr.Gilbert Vallejos, Member

**MEMBERS ABSENT:**

Mr. Ernesto Salazar, Member  
Ms. Christine Ludi, Member

**OTHERS PRESENT:**

Ms. Pamela Marrujo, Interim Finance Director  
Mr. Paul Cassidy, City's Financial Planner

Mr. Timothy Dodge, City Manager

**AGENDA ITEM #1 - CALL MEETING TO ORDER:**

Mayor Alfonso E. Ortiz, Chairman called the Finance Committee Meeting to order at 3:36 p.m.

**AGENDA ITEM #2 - ROLL CALL**

Roll call was taken by Ms. Pamela Marrujo, Interim Finance Director. A quorum was established.

**AGENDA ITEM #3 - APPROVAL OF THE AGENDA**

Mayor Alfonso E. Ortiz, Chairman entertained a motion to approve the agenda of December 14, 2010. Ms.Kathy Tapia, Vice Chair entered the motion which was seconded by Mr.Gilbert Vallejos. Motion carried by unanimous vote.

**AGENDA ITEM #4 – APPROVAL OF MINUTES – September 14, 2010**

Mayor Alfonso E. Ortiz Jr., Chairman entertained a motion to approve the minutes for November 16, 2010. Councilor Diane Moore entered the motion which was seconded by Mr. Gilbert Vallejos. Motion carried by unanimous vote.

**AGENDA ITEM #5 – Interim Finance Director's Report**

Pamela Marrujo started by explaining the General Fund Finance Report stating that the General Fund revenues were coming in as expected at 37% while the expenditures are currently at 40%. Property Tax is currently showing 8% collected but Ms.Marrujo noted that the City was in possession of the November disbursement of \$296K that will show in the revenues next month. The Franchise Tax was flagged at 33% collected as it is a reflection of gas consumption and currently that is low due to gas prices being reduced and the extended warm months.

Ms.Marrujo moved on to the Enterprise Funds where she explained that 28% of the revenues were collected and only 30% of the Expenditures were expended at 42% of the year lapsed. Ms.Marrujo noted that Gas revenues and expenditures were down as mentioned before due to the cost of gas being down as well as the nice weather experienced in Las Vegas.

Mr.Dodge introduced the City's Financial Planner Paul Cassidy as he entered the meeting.

Discussion ensued on various department budgets and explanations were given and discussed. Ms. Marrujo moved on to share that the Recreation Department was doing great with 41% of Revenues collected and 40% of expenditures expended. Discussion ensued on the recreation center. Mr. Dodge explained that the Recreation now charges to enter the YABL games. It is \$1 for adults and \$.50 per child. They are also selling a family pass for families wishing to enter the YABL games for \$15.

Discussion followed on various fees charged around the city as well as the airport.

The Cash Balance report was talked about and the format was brought up. After discussion of the titles of the columns, it was agreed that for clarification purposes, the "Ending Cash Balance" would be re-labeled to show "Ending Cash Balance Less Encumbrances." It was also requested that a column be added to the Cash Balance Report showing explanation of negative ending cash balances.

Discussion continued on the possible cuts that the state may make to balance their budget. Some of the cost saving ideas that the different departments are bringing to the table during directors meetings were discussed and shared with the committee.

Ms. Marrujo announced that the City received a letter informing them that they would be a recipient of the 2010-2011 Budget Award. Discussion ensued regarding the fixed assets and Ms. Marrujo informed the committee that the consultant would be starting the project on Monday. Mayor Alfonso E. Ortiz, Jr, Chairman mentioned that the auditors were conducting the FY 2010 audit.

**AGENDA ITEM #6 – OLD BUSINESS**

No old business.

**AGENDA ITEM #7- NEW BUSINESS**

No new business.

**AGENDA ITEM #8 - ADJOURN**

Mayor Alfonso E. Ortiz Jr., Chairman entertained a motion to adjourn the Finance Committee meeting of December 14, 2010. Ms. Kathy Tapia entered the motion to adjourn at 4:15pm. Motion was seconded by Mr. Gilbert Vallejos. Motion carried by unanimous vote.

 _____ Mayor Alfonso E. Ortiz Jr., Chairman	<i>02/16/11</i> _____ Date
 _____ Pamela Marrujo, Interim Finance Director	<i>2/17/2011</i> _____ Date

**\*\*\*Note: This version of the minutes is summarized, for a full copy of the recording please see the Finance Department. \*\*\*\***