

**CITY OF TWO RIVERS CITY COUNCIL  
PERSONNEL AND FINANCE COMMITTEE  
Thursday, May 20, 2021  
5:45 p.m.  
3<sup>rd</sup> Floor Council Chambers**

**Call to Order**

The meeting was called to order by Committee Chairman Mark Bittner at 5:47 p.m.

**Roll Call**

Committee Members Present: Curt Andrews and Mark Bittner.

Members Arriving Late: Adam Wachowski (arrived approximately 7:15 PM).

Also Present: Tracey Koach, Councilmember; Gregory Buckley, City Manager; Dave Buss, Finance Director, and member of the public Ben Strong.

**April 2021 Overtime Report**

Finance Director Buss commented on the April overtime report. He noted that, with 33 percent of the year completed, General Fund spending on overtime as of April 30 totaled \$124,944, or 28.9 percent of budget. Such spending is also at 90.6 percent of where it was last year at the same time. City Manager Buckley pointed out the City overtime costs for 2020 were the lowest in five years.

Most General Fund budgets are at or below 33 percent of budget overtime spent in the first four months of 2021. The only budget where overtime is running significantly ahead of budget is Fire Administration, where 64.3 percent of the \$2,100 overtime budget has been expended. Both the Finance Director and the City Manager speculated that this was due to fire command staff being called upon for ambulance calls. Ambulance OT is running close to budget, with \$63,744 or 33.5 percent of budget expended through April.

It was noted that total overtime in other funds has totaled just over \$13,000 year-to-date.

Overall, no major concerns with overtime were noted.

**Budget Status Report**

Mr. Buss distributed a General Fund Budget status report as of April month end.

He pointed out that YTD revenues total \$2,993,604, which is 28 percent of budget and within \$2,000 of this time last year.

YTD General Fund spending has totaled \$2,456,234 through April, which is 23 percent of budget and about \$314,000 below this time last year.

**Review 2020-2021 Strategic Goals, Discuss Possible Amendments and Additions for 2021-22 Strategic Goals**

Committee members then reviewed an updated Goals listing, as prepared by the City Manager. Various changes were noted during the review, and it was the consensus of the Committee that the Goals should be brought to the full City Council for action by the end of June.

**Consider Date and Time for Next Meeting**

It was tentatively agreed to meet on Thursday, June 3 at 6:00 PM.

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**Adjournment**

Adam Wachowski moved, supported by Curt Andrews, to adjourn the meeting at 8:48 p.m. Motion carried by voice vote, without dissent

Respectfully Submitted,

Gregory Buckley  
City Manager