

**ONTARIO CITY COUNCIL WORK SESSION MINUTES**  
**ITEMS 4D and 7C ONLY**  
Wednesday, June 29, 2016

The Work Session of the Ontario City Council was called to order by Mayor Ronald Verini at 12:00 p.m. on Wednesday, June 29, 2016, in the Council Chambers of City Hall. Council members present were Ronald Verini, Norm Crume, Tessa Winebarger, Betty Carter, Charlotte Fugate, Marty Justus, and Larry Tuttle.

Members of staff present were Tori Barnett, Al Higinbotham, Cal Kunz, Kari Ott, Cliff Leeper, Betsy Roberts, Dan Cummings, Debbie Jeffries, Larry Sullivan, and Anita Zink. The meeting was recorded, and copies are available at City Hall.

Also present: Hunter Morrow, Argus Observer; John Forsyth, Field-Waldo Insurance; and Kathleen Saldana, Quins.

*Due to the timeliness of the request, the Council opted to take action on both Items 8E and 7C at the Work Session.*

**CONSENT AGENDA**

**Approval of the Bills**

Kari Ott, Finance, requested the approval of the bills currently presented to Council due to the end of the Fiscal Year closing out on June 30<sup>th</sup>. Approval now would help ensure a cleaner close out of the current Fiscal Year books.

Tessa Winebarger moved, seconded by Charlotte Fugate, to adopt the bills as presented. Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-yes; Tuttle-yes; Carter-yes; Verini-yes. Motion carried 7/0/0.

**NEW BUSINESS**

**Resolution #2016-122: Adopt Supplemental Budget to Recognize Unexpected Revenue and to Appropriate Funds for Unexpected Expenditures**

Kari Ott, Finance, presented.

Following the June 20, 2016, Council meeting, a few items were noted that would have an effect on the 2015-2016 budget; therefore, budget adjustments were necessary to prevent budget over expenditures.

First, due to the receipt of more motel occupancy tax than expected, the V&C disbursements needed to be increased to account for this increase. Second, Oster Professional Group would be taking responsibility, via contract, for the Finance Department, effective July 1, 2016, resulting in the necessity to pay out the Utility Billing Clerk for her remaining vacation days on the city's books. If not adjusted, the buyout would cause payroll to go over budget in Water, Sewer and Storm Sewer Funds.

Resolution #2016-122 showed the necessary budget changes; a \$10,000 increase in TOT funds received; and a \$177 increase in Wages & Salaries across Water, Sewer, and Storm Sewer Funds.

Councilor Fugate asked Ms. Ott the reason behind the request to take action on this issue that day, as opposed to waiting until the July 5<sup>th</sup> meeting.

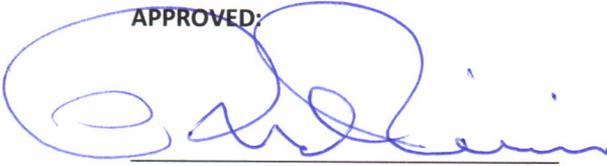
Ms. Ott stated any overages on the books after June 30, 2016, would show as out of compliance, and would be reflected in the upcoming Audit. She was hoping to see the books in balance on July 1<sup>st</sup>.

Councilor Justus stated when there had been an issue a few weeks back regarding an overspending of \$10K, that hadn't come back before them for Council action to fix, so why was this action necessary on such a small amount?

Ms. Ott stated the issue Councilor Justus was referring to had been taken care of at the last Council meeting, via Resolution #2016-120, and the majority of the overage [\$10K] was due to the retirements of some officers in the Police Department. Payroll was alright in the General Fund, and not every department went over. The issue before them now was due to the Oster Professional Group taking over the Finance Department on July 1<sup>st</sup>, and the necessity to buy-out the remaining vacation days of the Utility Billing Clerk.

Norm Crume moved, seconded by Tessa Winebarger, that the City Council approve Resolution #2016-122, A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET TO RECOGNIZE UNEXPECTED REVENUES AND TO TRANSFER BUDGETED APPROPRIATIONS FOR UNEXPECTED ITEMS. Roll call vote: Crume-yes; Winebarger-yes; Fugate-yes; Jost-yes; Tuttle-yes; Carter-yes; Verini-yes. Motion carried 7/0/0.

**APPROVED:**



Ronald Verini, Mayor

**ATTEST:**



Tori Barnett, MMC, City Recorder