

**Finance and Administration
Council Committee
Minutes
July 14, 2016**

Present: Councilor Titus, Councilor Stone and Councilor Gilbert. Councilor Titus chaired the meeting.

- I. Opening Remarks
Pledge of Allegiance
Introductions of members of the Committee and staff**

- II. Approval of the Minutes
Minutes of June 9, 2016 Meeting – Motion was made by Councilor Stone and seconded by Councilor Gilbert to approve the minutes. Motion passed 3 - 0.**

- III. Canal Legal Matter
Eric Cousens, Deputy Director of the Community and Economic Development Department provided a brief overview of the canal issues to supplement the information in the Committee agenda packet. The Committee has a question regarding the fringe benefits to salary ratio in the Schedule of Shared Revenues and Expenditures Report from Year Ended 6/30/13. Jill Eastman will review the report from most current year and will call for a clarification if the ratio is as high as what was reported in the 2013 report.

No action taken and this item will be taken off the Committee list unless there are future developments.**

- IV. Review of the June 2016 Finance Report
Jill Eastman, Finance Director provided an overview of the pre-audited year-end report and answered questions. She also distributed the June 30, 2016 report on the Special Revenue Funds.**

- V. Council Recruitment for Boards and Committees
No discussion.**

- VI. Boards and Committee Packets
Staff will categorize all the Boards and Committees into the following groups:
 - Packets prepared by outside agencies (L/A 9-1-1, Androscoggin County for example)
 - Packets prepared by City of Auburn Staff
 - Boards and Committees which do not provide any packets**

The reformatted list will be reconsidered at the next meeting. The four Council Committees will be added to the list.

This Committee also recommended that the Council workshop the consideration of purchasing laptops or notebooks for the purposes of receiving agenda packets electronically.

VII. Impact on Cascades Auburn Fibre Closure

The closure will impact property taxes next year and will have a major impact on the Auburn Water and Sewer District and LAWPCA. This item is on the agenda for the July 18th City Council meeting.

VIII. Update Items:

Charter Commission on Lewiston/Auburn Merger – This item is on the agenda for the July 18th City Council Meeting. Staff has done research on some legal questions.

IX. Brainstorming Session

1. Shared Services – No new ideas
2. Non-Property Tax Revenues – No new ideas

X. Open Session

Members of the public had comments about receiving E-Alerts for all postings on the City's website for policy committees' meeting notices and agendas.

Members of the audience had questions and/or comments about the EMS billing policy. This policy is on the agenda for the July 18th City Council meeting, however it may be deferred until it can receive further review and input from key staff.

Closed Open Session

XI. Discussion of Items for the next meeting (Thursday August 11th @ 5:30 pm)

- Approval of Minutes of the 7/14/16 meeting
- Communications
- Boards/Committees/Commissions Agenda and Packets
- EMS Billing

XII. Meeting Adjourned at 7:45 pm.

