

**DRAFT Minutes of the City of Sun Valley Finance Committee**  
**April 1st, 2013**

The City of Sun Valley Finance Committee met in regular session in the Council Chambers of Sun Valley City Hall on the 1<sup>st</sup> day of April, 2013 at 1:00 p.m.

Committee Chair Nils Ribí called the meeting to order at 1:02 p.m.

**Present:** Finance Committee members Council Member Franz Suhadolnik and Council Member Nils Ribí.

**Also present:** City Administrator Susan Robertson and Finance Manager/Treasurer Angela Walls.

**Public Comment:** Sun Valley resident Kevin Laird arrived at 1:27 and made a comment relating to legal publishing requirements related to the City budgeting process.

The Committee agreed to rearrange the agenda to address item #3 before item #2.

1. **Discussion of Finance Committee procedures for new Finance Committee Chair, Nils Ribí and Finance Committee Member, Michelle Griffith:** The Treasurer/Finance Manager provided and reviewed materials related to the function and responsibilities of the Finance Committee. The Committee members did not have questions.
2. **Discussion by Committee regarding possible recommended changes to Resolution 2013-04:** A discussion was held regarding Resolution 2013-04. Council Member Ribí shared suggested revisions to resolution sections 2.1, 2.2, and 2.4. A discussion was held regarding what the Treasurer/Finance Manager should provide to satisfy the payroll information referred to in section 2.2. Council Member Michelle Griffith recommended that the Finance Manager/Treasurer compose a memo certifying that no payroll changes have occurred. Council Member Nils Ribí recommended that the Council not make a recommendation for payroll until the staff can provide more information. The Treasurer/Finance Manager will prepare a report including the employee payroll amount year to date, including benefits and garnishments.
3. **Discussion and review of all recurring payables and payroll from March 2013:** The Committee asked if there was an update regarding the Sun Valley Water and Sewer District and Sun Valley Company contract. The City Administrator responded that she would look into the status of the contract. The Committee agreed to include the invoice from City Attorney Adam King onto the payables sheet for the Council meeting.
4. **Review of non-reoccurring bills on-hand March 27th and recommendation for approval to the City Council at its April 4th Council Meeting: The Committee members asked for further clarification on the following items:**
  - a. Reasoning a Blaine County Emergency Dispatch bill was received that is not a part of the incremental payments that the City has been making in accordance with the pending contract for services.

5. **Approval of March 4th, 2013 meeting minutes:** Council Member Nils Ribi shared a minor edit. The meeting minutes were approved by the Committee.
6. **Executive Session:** None held.
7. **Adjournment:** The Finance Committee adjourned at 2:02 p.m.

Respectfully submitted,

Hannah L. Stauts, City Clerk

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Nils Ribi, Finance Committee Chairperson

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Date