



**AGENDA
CITY OF LAUREL
BUDGET/FINANCE COMMITTEE
TUESDAY, JULY 28, 2020
5:30 PM
COUNCIL CONFERENCE ROOM**

Public Input: *Citizens may address the committee regarding any item of business that is not on the agenda. The duration for an individual speaking under Public Input is limited to three minutes. While all comments are welcome, the committee will not take action on any item not on the agenda.*

General Items

- [1.](#) Review and Approve the July 7, 2020 Budget and Finance Committee meeting minutes.
- [2.](#) Review and Approve the July 14, 2020 Budget and Finance Committee meeting minutes.
3. Review and Approve Purchase Requisitions.
- [4.](#) Review and Approve the April 2020 Month End Balancing Sheet.
5. Review and Approve the May 2020 Financial Statements.
6. Review and Recommend Approval to Council, Claims Entered Through 07/24/2020.
7. Review and Approve the Payroll Register for PPE 07/12/2020 totaling \$205,013.55.

New Business

Old Business

8. Discussion regarding the Enterprise Equipment lease program with KIOS Brothers.

Other Items

- [9.](#) Review Comp/OT Report for PPE 07/12/2020.
10. Clerk/Treasurer Update.
11. Mayor Update.

Announcements

12. The Next Budget and Finance Committee Meeting will be held on August 11, 2020 at 5:30p.m.
13. Emelie Eaton will be Reviewing Claims for the Next Meeting.

The City makes reasonable accommodations for any known disability that may interfere with a person's ability to participate in this meeting. Persons needing accommodation must notify the City Clerk's Office to make needed arrangements. To make your request known, please call 406-628-7431, Ext. 2, or write to City Clerk, PO Box 10, Laurel, MT 59044, or present your request at City Hall, 115 West First Street, Laurel, Montana.

File Attachments for Item:

Review and Approve the July 7, 2020 Budget and Finance Committee meeting minutes.

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, July 07, 2020**

Members Present: **Emelie Eaton**
 Bruce McGee

Richard Klose

Others Present: Mayor Nelson
Nancy Schmidt

Bethany Langve
Jean Kerr

The Meeting was called to order by Chair Eaton at 5:30 pm.

Public Input: *Citizens may address the committee regarding any item of business that is not on the agenda. The duration for an individual speaking under Public Input is limited to three minutes. While all comments are welcome, the committee will not take action on any item not on the agenda.*

General Items

- The Committee called the special meeting to discuss the Fiscal Year 2021 Budget. The Committee asked if all the Department Heads received the Mayor's budget memo asking for all budgets to be held. Nancy Schmidt, the Library Director, stated she did not receive the Mayor's budget memo. The Clerk/Treasurer stated the Library Department is not treated the same as the other department's because their budget is approved by the Library Board, not the Mayor and/or Council. The Clerk/Treasure explained the Library Budget is drafted, approved, and monitored solely by the Library Board. She further explained there are four funds the Mayor has no budget authority over. These four funds are the Library Budget, the Library Aid Grant Fund, the Police Department's Federal Equitable Sharing Fund, and the Library Federation Fund.

The Committee asked about the increase to the Library Fund. Nancy explained this was due to a reduction in the Libraries budget for the Fiscal Year 2020, and an increase in wages. The wage increase is for the two union employees. Nancy stated if all the Library employees are not treated the same as the union employees the City could be facing a lawsuit. The Committee asked if any other Libraries in the State are unionized. Nancy stated most Libraries are a part of a union. The Committee asked if there was a comparison of the wages requested by the Library and other comparable positions in the State. Nancy stated Laurel's employees are paid lower than other comparable positions in the State. The Committee requested to see the data regarding wage comparisons. The Committee asked how the Library is doing with their current budget. Nancy stated the Library is relying on donations currently. She stated she has not received a budget report in months, so she is not sure how the Library budget is currently doing. The Committee asked how the additional money being requested by the Library would be funded. The Clerk/Treasurer explained the City Council approves the number of mills provided to the Library, when they approve the annual budget. The Committee asked if the Clerk/Treasure knew how many mills the City had for the next fiscal year. The Clerk/Treasurer stated that information would not be ready until the first week of August, when the annual certified taxable valuation was received from the State. The Committee asked if Council approved the increase for the Library, would that cause decreases elsewhere. The Clerk/Treasurer stated the increase would come from the General Fund mills.

The Committee expressed concerns about taking mills away from General Fund. The Committee talked about the ambulance personnel hired and the costs associated with them. The Committee asked if AMR was involved with the staffing. The Mayor explained all the full-time ambulance personnel are City Staff, and not associated with AMR. He further explained that all costs associated with the Ambulance Department was the responsibility of the City. The Committee asked how the Ambulance Department budget was doing. The Clerk/Treasurer explained the Ambulance Department had not adjusted their budget, per the Mayor's memo. The Committee asked about the safety mill levy. The Mayor explained the safety mill levy was still being talked about by the Emergency Services Committee. He stated the likelihood of the safety mill levy being passed during this budget cycle was slim. He explained the process of getting the mill levy on a ballot and the timing. The Committee asked if the Emergency Services Committee felt the mill levy would pass. The Mayor stated the Emergency Services Committee felt the safety mill levy would be passed by the community, as they are very supportive of our First Responders. The Mayor stated there are no hard numbers ready to be talked about yet.

The Committee talked about the three enterprise funds, and how they are doing financially. The Clerk/Treasurer stated the City Mechanic and Public Works Superintendent were going to attend the July 14th Budget and Finance Committee meeting to talk about the garbage trucks. She stated one of the trucks caught fire, and the newest one had a transmission failure. The transmission failure seems to be covered under warranty. The Mayor stated the Solid Waste funds needs money for a new trash truck, however there is no way to currently save money for one. The expenditures for the Solid Waste Fund exceed the revenues generated. The amount of money being paid for the Billings landfill is increasing. The Committee agreed that a conversation regarding increasing the Solid Waste fees needed to happen with full Council. The Clerk/Treasurer stated the Solid Waste Fund needed a mechanism to save for replacement of equipment. She stated that both the Water and Sewer Funds had these mechanisms but for some reason Solid Waste does not. The Committee asked how this type of mechanism would be put into place. The Clerk/Treasurer stated it would need to be a resolution passed by Council directing the Mayor and/or Clerk/Treasurer to begin putting X amount of money into a replacement and depreciation cash account. The Mayor stated the Water Department is going to need to repaint the water tower this next fiscal year.

The Committee asked about the Planning Fund and what the Mayor was going to do to fix the cash deficit. The Clerk/Treasurer explained the Planning Director increased most of the fees associated with the Planning Department. She stated this should help with the cash deficit. The Mayor stated the Planning Department has been utilizing KLJ for assistance, for the Growth Management Plan, and this has increased the amount of expenditures for the year.

The Committee asked about the General Fund Budget. The Clerk/Treasurer stated she is very concerned about the upcoming two fiscal years. She stated COVID-19 is going to have future effects on the revenues of the entire State. She stated she is concerned with the decrease in interest revenues, and the future of Gas Tax, Gambling, Entitlement Share, and Grant revenues. She stated she is also concerned about the future of Unemployment rates. The Clerk/Treasurer also stated she is trying to keep as much cash in General Fund as possible. She talked with the Mayor and they both agree to not transfer Capital Improvement funds out of General Fund for this next budget. The Clerk/Treasurer state she wants the money to stay in General Fund just in case it is needed there. The Committee asked if all the

departments have held their budgets according to the Mayor's request. The Clerk/Treasurer stated the Fire Department budget was increased but that has been rectified. The Mayor stated the Courts could potentially need additional funding to attend a training session. They are getting a new Enterprise System, and the training is scheduled to take place in New Orleans. The Committee asked how any reductions to the tax revenues would affect the overall budget. The Clerk/Treasurer stated any decrease to tax revenue would cause a need to a decrease in appropriations. She stated the budgets will increase due to wage increases. The Committee commented the taxable values will determine a lot.

Announcements –

- The next Budget and Finance Meeting will be held on Tuesday July 14, 2020 at 5:30pm

Respectfully submitted,

Bethany Langve
Clerk/Treasurer

NOTE: This meeting is open to the public. This meeting is for information and discussion of the Council for the listed workshop agenda items.

File Attachments for Item:

2. Review and Approve the July 14, 2020 Budget and Finance Committee meeting minutes.

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, July 14, 2020**

Members Present: **Emelie Eaton** **Richard Klose**
 Bruce McGee **Scot Stokes**

Others Present: **Mayor Nelson** **Matt Wheeler**
 Brandon Gonzalez **Ernie Kois**
 Roy Pilcher

The Meeting was called to order by Chair Eaton at 5:33 pm.

Public Input: *Citizens may address the committee regarding any item of business that is not on the agenda. The duration for an individual speaking under Public Input is limited to three minutes. While all comments are welcome, the committee will not take action on any item not on the agenda.*

General Items

- Review and approve the minutes of the June 23, 2020 meeting. Richard Klose made a motion to approve the minutes of the June 23, 2020 Budget and Finance Committee meeting. Bruce McGee seconded the motion to approve the June 23, 2020 Budget and Finance Committee meeting minutes, all in favor, motion passed.
- Review and approve purchase requisition from the Solid Waste Department – The Public Works Superintendent, Matt Wheeler, presented a requisition from the Solid Waste Department for replacement or repair of the newest garbage trucks transmission. He stated the transmission failed with 35,000 miles on the truck. The transmission filled with water and was taken to the repair shop. It was initially thought these repairs would be covered under warranty but now the manufacturer is wavering on that. The Committee asked how the transmission got filled with water. The Public Works Superintendent stated there is a breathing tube on top of the transmission, and this tube was not elevated enough. He stated that every time it rained or snowed; water would drain into the transmission. Peterbuilt is denying this is a warranty issue, however Matt feels it is a design flaw and the City should not be responsible for the repairs. The Committee asked why there were two quotes to repair the transmission. Matt stated he would let the City Mechanic, Brandon Gonzalez, speak to that. The City Mechanic stated the company could either try to repair the existing transmission or purchase a brand-new transmission and install it. The City Mechanic stated he would recommend the purchase of a new transmission. He stated the quotes are so close, if the repair shop tears the old transmission apart and finds more components that must be replaced, the repair will cost more than the replacement costs. He stated the repair quote is for estimated replacement pieces and work, however if more things are wrong with the existing transmission, the cost will go up. The Committee asked about the tube issue. The City Mechanic stated he has asked the manufacturer if he could alter the breathing tube, without nullifying the warranty. The Committee asked if there was any recourse for the City if the manufacturer did not replace this transmission under warranty. The Public Works Superintendent stated he did not know about that. Scot Stokes made a motion to approve the purchase requisition from the Solid Waste Department for the purchase of new transmission for the newest garbage truck. Bruce McGee seconded the motion to approve the purchase

requisition from the Solid Waste Department for the purchase of new transmission for the newest garbage truck, all in favor, motion passed.

- Review and approve the June 2020 Utility Billing Adjustments. The Committee reviewed the June 2020 utility billing adjustments and had no questions. Richard Klose made a motion to approve the June 2020 Billing Adjustments. Bruce McGee seconded the motion to approve the June 2020 Billing Adjustments, all in favor, motion passed.
- Review and recommend approval to Council Claims entered through 07/10/2020. The Claims Detail reports and the Check Registers were reviewed for accuracy prior to the meeting, by the Committee. There was a question regarding the Mayor's new phone. The Mayor stated it was a new phone, and not a broken phone. There was a question regarding a purchase from Fowl Play. The Public Works Superintendent stated there was a water break on a Saturday that lasted most of the day. He stated lunch was purchased from Fowl Play for the staff working on the break. There was a question regarding a \$768.00 purchase from Reese and Ray's IGA. The Mayor stated that is not unusual depending on what is being stocked for the City. Coffee, cups, etc. are purchased for all City Departments from Reese and Ray's IGA. There was a question regarding a purchase from Best Buy for \$101.00. The Mayor stated that would need to come from the Clerk/Treasurer, as he does not know what it is for. There was a question regarding a flower purchase. The Budget and Finance Chair stated there was a relative, of an employee, that died, and the City sends flowers for that. There was a question regarding a Dragon Palace purchase. The Mayor stated this was probably a lunch for staff. There was a question regarding a \$1,500 purchase from Headsets Direct for the Clerk's office. The Mayor stated these are new headsets for the Clerk's Office. He stated these headsets are for the new VOIP phones and allow the Clerk's to move around the office while being on the phone. There was a question regarding a cell phone holder car wash. The Mayor looked at the claim register and said it was for the Fire Department and it was an ACE Hardware purchase. He stated he would get the Clerk/Treasurer to pull the receipt. Scot Stokes made a motion to recommend approval to Council the claims entered through 07/10/2020. Bruce McGee seconded the motion to recommend approval to Council the claims entered through 07/10/2020, all in favor, motion passed.
- Review and approve Payroll Register for pay period ending 06/28/2020 totaling \$227,342.91. The Committee asked why the payroll amount was so high. The Mayor explained there was a lot of overtime on this report. He anticipated this would be reduced in the next month, as Ambulance should not have as much. The Mayor stated the hiring of the Ambulance Director should happen in the next few weeks. After the Director is hired, he expected the Ambulance Department would begin doing more transports to generate revenue. The two-page summary was reviewed, signed, and dated. Bruce McGee made a motion to approve the payroll register for pay period ending 06/28/2020 totaling \$227,342.91. Richard Klose seconded the motion, all in favor, motion passed.

New Business

- The Public Works Superintendent, Matt Wheeler, gave a brief introduction to the Committee regarding what KOIS Brothers was going to present, and how this lease came to the attention of the department. He stated the dollar amounts are large, but the equipment proposed in the lease is expensive. The Public Works Superintendent introduced Roy Pilcher and Ernie Kois from Kois Brothers Equipment co. The company is 52 years old and has worked with the City for a number of years. 65% of their business is with Municipalities. Ernie went over the useful life of equipment and maintenance. He stated servicing equipment can be done in Billings. This cuts down on costs and length of time equipment can be down. He stated lease programs provides certainty for budgeting. He

stated a sewer trucks are \$550,000, and garbage trucks are \$300,000 a piece, and a street sweeper is \$225,000. He stated a lease program allows for budgeting annually or monthly payments. He stated that trade ins can be used for lease payments. He stated these are tax exempt lease programs, designed for municipalities. Roy stated he designed this lease program to provide \$1,500,000 to be paid over 7-years at \$250,000 a year. This will replace two garbage trucks, a new street sweeper and a sewer combo jet router. This does not take into consideration any trades the City wants to make. After any trade ins are evaluated, a final number could be provided to the City Council. The annual payments of \$247,059.11 are at 3.69% interest, and no trade ins. The Committee asked about the warranty provided with the lease. Ernie stated an extended warranty could be worked into the lease, in order to cover the entire lease timeframe. The Committee was concerned about warranty work if something like a transmission were to fail. Ernie stated the City of Memphis is on a three-year program, and this timeframe provides for a buyback opportunity. The Committee inquired about a service package. Ernie stated there is no service package included in the price.

Old Business - None

Other Items

- Review the Comp/OT report for pay period ending 06/28/2020. The Committee commented about the amount of overtime the Ambulance Department had.
- Clerk/Treasurer Update – The Clerk/Treasurer was not present.
- Update from the Mayor – The Mayor stated there were some discrepancies regarding last weeks meeting. He stated the Library has not officially unionized as union negotiations were not complete. The Committee stated if the number of mills were increased for the Library, the number of mills for General Fund would be decreased. The Mayor stated this is correct. The Committee verified the City Council sets the mills for all funds, and the Mayor verified that was correct. The Mayor stated all the departments have not received an increase for at least two years. He stated there are substantial concerns regarding the State's revenues. The Committee asked if changes to the budget can be recommended at the Budget Workshop meeting. The Mayor verified this is correct. The Mayor stated he is going to draft a conservative budget as there are concerns about legislature trying to take the million-dollar entitlement share the General Fund receives every year. He stated the City is not going to replace the water billing clerk position, and another employee is being laid off the end of July. He stated this is to try to save money in General Fund.

Announcements –

- The next Budget and Finance Meeting will be held on Tuesday July 28, 2020 at 5:30pm
- Bruce McGee will be reviewing claims for the next meeting
- The meeting was adjourned at 6:20pm

Respectfully submitted,

Bethany Langve
Clerk/Treasurer

NOTE: This meeting is open to the public. This meeting is for information and discussion of the Council for the listed workshop agenda items.

File Attachments for Item:

4. Review and Approve the April 2020 Month End Balancing Sheet.

CITY OF LAUREL
MONTH OF APRIL 2020

| BANK BALANCE | | | |
|--|--|---|-------------------------|
| Petty Cash- Accounting | | \$ 600.00 | |
| Petty Cash-PWD | | | |
| Petty Cash-Court | | \$ 100.00 | |
| Yellowstone Bank - MAIN 4014081 | | \$ 9,071,644.01 | |
| Western Security Bank | | \$ 100,290.05 | |
| ALTANA - Share Account | | \$ 31.64 | |
| ALTANA | | \$ 104,893.35 | |
| SEG | | \$ 102,704.99 | |
| Investments STIP CI LRLESC97 | | \$ 349,381.72 | |
| Investments STIP LAUREL97 | | \$ 5,239,901.74 | |
| Statement Balance - YB A/C 9214534 MM SAVINGS | | \$ 5,319,442.54 | |
| Statement Balance - YB A/C 4036336 | | \$ 287,317.47 | |
| Statement Balance - Court | | \$ 36,720.70 | |
| Total Cash in Bank | | | \$ 20,613,028.21 |
| ADD: | | | |
| OUTSTANDING COURT DEPOSITS | | \$ - | |
| OUTSTANDING COURT DEPOSITS - Deposit Slips | | \$ - | |
| Court Deposit To City In Transit | | \$ 11,945.51 | |
| Tax Collections | | \$ 53,110.96 | |
| 04/30/20 CC | | \$ 1,166.60 | |
| 04/30/20 CR | | \$ 8,141.26 | |
| RV 97028 PINTLER | | \$ 1,456.90 | |
| RV 97034 SOLESTONE | | \$ 525.00 | |
| RV 97032 MUTUAL OF OMAHA | | \$ 103.15 | |
| RV 97033 UNITED HEALTHCARE | | \$ 103.76 | |
| RV 97029 CC PINTLER | | \$ 25.00 | |
| | | | \$ 76,578.14 |
| LESS: | | | |
| OUTSTANDING FICA | | | |
| OUTSTANDING MPORS | | | |
| OUTSTANDING PERS - SPALINGER | | \$ 8,342.31 | |
| Outstanding Court Checks from Court Bank Statement | | \$ (14,109.25) | |
| Total Reductions to Cash | | | \$ (5,766.94) |
| | | | |
| | | Ending Bank Balance | \$ 20,683,839.41 |
| SYSTEM BALANCE: | | | |
| Beginning System Balance from cash report | | | \$ 17,629,975.23 |
| ADD RECEIVED | | | \$ 3,741,712.53 |
| LESS DISBURSED | | | \$ (687,848.35) |
| Ending System Balance from cash report | | | \$ 20,683,839.41 |
| | | | |
| | | Difference between Bank and System | \$ 0.00 |

CITY OF LAUREL MONTANA

APRIL 2020

| | | |
|--|----|--------------|
| SYSTEM RECEIVED BALANCE FROM CASH REPORT | \$ | 3,741,712.53 |
| BANK RECEIVED BALANCE | \$ | 3,741,712.53 |
| SYSTEM-BANK | \$ | - |

4014081 - CREDITS

\$ 3,733,118.87

LESS PREVIOUS MONTHS OUTSTANDING CREDITS

| | | |
|---|----|-------------|
| 03/30/20 CR | \$ | (15,094.23) |
| RV 96988 MUTUAL OF OMAHA | \$ | (109.73) |
| RV 96989 UNITED HEALTHCARE | \$ | (218.49) |
| 03/31/20 CR | \$ | (7,878.41) |
| 03/30/20 CC | \$ | (929.47) |
| RV 96977 PINTLER | \$ | (381.00) |
| RV 96982 SOLESTONE | \$ | (25.00) |
| REVERSAL OF RV 96863 - RETURNED CHECK POSTED AS REVENUE IN ERROR | \$ | (530.00) |

| | | |
|---------------|----|-------------|
| MARCH TAXES | \$ | (44,713.21) |
| COURT DEPOSIT | \$ | (12,770.29) |

\$ (82,649.83)

TOTAL BANK CREDITS LESS PREVIOUS MONTH CREDITS

\$ 3,650,469.04

LESS CURRENT MONTH'S REDEPOSITED CHARGE BACKS

\$ (1,819.89)

\$ 3,648,649.15

ADD CURRENT MONTHS CREDITS

| | | |
|---------------|----|-----------|
| TAX DEPOSIT | \$ | 53,110.96 |
| COURT DEPOSIT | \$ | 11,945.51 |

| | | |
|--|----|----------|
| 04/30/20 CC | \$ | 1,166.60 |
| 04/30/20 CR | \$ | 8,141.26 |
| RV 97028 PINTLER | \$ | 1,456.90 |
| RV 97034 SOLESTONE | \$ | 525.00 |
| RV 97032 MUTUAL OF OMAHA | \$ | 103.15 |
| RV 97033 UNITED HEALTHCARE | \$ | 103.76 |
| RV 97029 CREDIT CARD AMBULANCE PINTLER | \$ | 25.00 |

JV 1605 INCREASE TO COURT BONDS/RESTITUTION

\$ 325.00

JV COURT INTEREST ADJUSTMENT

GRANT ACCOUNT CREDITS \$ 10,264.11

\$ 87,167.25

TOTAL ACCT 4014081 PLUS CURRENT MONTH CREDITS

\$ 3,735,816.40

ADD CURRENT MONTHS CREDITS

| | | |
|-----------------------|----|--------------|
| ALTANA INTEREST | | |
| SEG INTEREST | | |
| WSB INTEREST | | |
| BIG STIP INTEREST | \$ | 4,249.48 |
| LITTLE STIP INTEREST | \$ | 283.34 |
| YSB CHECKING INTEREST | \$ | 321.49 |
| MM SAVINGS INTEREST | \$ | 1,041.82 |
| TOTAL ALL CREDITS | \$ | 5,896.13 |
| | \$ | 3,741,712.53 |

CITY OF LAUREL MONTANA

APRIL 2020

| | | |
|---|----|------------|
| SYSTEM DISBURSED BALANCE FROM CASH REPORT | \$ | 687,848.35 |
| BANK DISBURSED BALANCE | \$ | 687,848.35 |
| SYSTEM-BANK | \$ | - |

| | | |
|---|----|------------|
| 4014081 - DEBITS | \$ | 693,147.71 |
| CHARGEBACK | \$ | (81.98) |
| CHARGEBACK | \$ | (205.00) |
| CHARGEBACK | \$ | (1,532.91) |
| CHARGEBACK | | |
| CHARGEBACK | | |
| OUTSTANDING FICA | \$ | (1,418.11) |
| OUTSTANDING FICA | | |
| OUTSTANDING MPORS | | |
| OUTSTANDING PERS | \$ | (8,342.31) |
| JV 1610 COURT INTEREST ADJUSTMENT | \$ | 0.95 |
| JV 1605 DECREASE TO BONDS/RESTITUTION | \$ | 6,280.00 |
| JANUARY FICA DEDUCTED IN FEBRUARY | | |
| JANUARY MPERA DEDUCTED IN FEBRUARY | | |
| | \$ | (5,299.36) |
| TOTAL ACCOUNT 4014081 LESS CHARGE BACKS | \$ | 687,848.35 |

| | | |
|--------------|----|------------|
| | \$ | - |
| TOTAL DEBITS | \$ | 687,848.35 |

| | | |
|------------------|----|------------|
| | \$ | - |
| TOTAL ALL DEBITS | \$ | 687,848.35 |

File Attachments for Item:

9. Review Comp/OT Report for PPE 07/12/2020.

REIMBURSED 01

+ COVID -19+

Comp and Overtime Report

1/2

PPE: 7-12-20

Division: POLICE

Submitted by: LANGKE

| Date | Comp Hours | O/T Hours | Name | Reason | Rate |
|-----------|------------|-----------|-------------|--|-------|
| 7-9-20 | (4) | | ANGLIN | SCHEDULED OT | 24.11 |
| 7-11-20 | | (12) | ANGLIN | HOLIDAY WORKED 4 TH OF JULY | 24.11 |
| 7-12-20 | (4) | | BAUMGARTNER | SCHEDULED OT | 24.11 |
| * 7-3-20 | | (4) | BOOTH | DUI TASK FORCE | 24.11 |
| * 7-4-20 | | (4) | BOOTH | DUI TASK FORCE | 24.11 |
| 7-8-20 | | (4) | BOOTH | TRAINING - A.R.I.D.E. | 24.11 |
| 7-12-20 | | (7) | BREW | CALLED OUT SEXUAL ASSAULT - 2020-0563 | 26.76 |
| * 7-12-20 | | (3) | BREW | DRUG CASE - P2020-0566 D.E.A. - OT | 26.76 |
| 7-12-20 | (4) | | BRYANT | SCHEDULED OT | 24.76 |
| 7-1-20 | (1) | | CANAPE | IN HOUSE TRAINING | 23.71 |
| 6-3-20 | | (3) | CORTESE | CITY COURT OT | 24.11 |
| 7-4-20 | | (12) | CORTESE | HOLIDAY WORKED - 4 TH OF JULY | 24.11 |
| 7-9-20 | | (8) | CORTESE | TRAINING ON A.R.I.D.E. & SCHEDULED OT | 24.11 |
| 7-11-20 | | (12) | GRIFFIN | HOLIDAY WORKED 4 TH OF JULY | 22.43 |
| 7-4-20 | | (12) | HUST | HOLIDAY WORKED 4 TH OF JULY | 20.37 |
| 7-5-20 | | (4) | HUST | TRAVEL TO ACADEMY - COMM. OFFICER BASIC | 20.37 |
| 7-7-20 | | (2) | HUST | ACADEMY TRAINING 18 TH WAS - 2000 WAS | 20.37 |
| 7-2-20 | | (3) | JOHNSON | CITY COURT TRIALS | 25.17 |
| 7-11-20 | | (12) | JOHNSON | HOLIDAY WORKED 4 TH OF JULY | 25.17 |
| 7-9-20 | (4) | | JOHNSON | SCHEDULED OT | 25.17 |
| 7-11-20 | (12) | | MCCARTNEY | HOLIDAY WORKED 4 TH OF JULY | 22.43 |
| 7-4-20 | | (8) | PITTS | HOLIDAY WORKED 4 TH OF JULY | 30.71 |
| 7-2-20 | (3) | | RASMUSSEN | CITY COURT OT | 24.11 |
| * 7-3-20 | | (8) | RASMUSSEN | DUI TASK FORCE SHIFT | 24.11 |
| * 7-4-20 | | (8) | RASMUSSEN | DUI TASK FORCE SHIFT | 24.11 |
| 7-6-20 | (1) | | RASMUSSEN | SEARCH WARRANT SIGNED P2020-053 | 24.11 |
| 7-8-20 | (4) | | RASMUSSEN | A.R.I.D.E. TRAINING ONE DAY O/T TRAINING ONE DAY O/T | 24.11 |
| 7-11-20 | | (3) | RASMUSSEN | ASSISTING WITH SEX ASSAULT CASE P2020-0563 | 24.11 |
| 7-12-20 | (4) | | RASMUSSEN | SCHEDULED OT | 24.11 |
| 7-12-20 | (8) | | SAUTER | SEX ASSAULT CASE P2020-0563 | 27.76 |
| 7-4-20 | | (12 1/2) | SENGWICK | HOLIDAY WORKED 4 TH OF JULY 1/2 HR DUE TO CALL VOLUME | 24.11 |
| 7-9-20 | | (4) | SENGWICK | SCHEDULED OT | 24.11 |
| 7-1-20 | | (1) | SELL | IN HOUSE TRAINING | 22.43 |

2/2

Comp and Overtime Report

PPE: 7-12-20Division: POLICESubmitted by: LANGLUE

| Date | Comp Hours | O/T Hours | Name | Reason | Rate |
|----------------------|------------|-----------|------------------------|--|----------------|
| 7-3-20 | (4) | | SELL | ADDITIONAL COVERAGE FOR 3 RD OF JULY - FEVERMAN 22.43 | |
| 7-4-20 | (4) | | SELL | ADDITIONAL COVERAGE FOR 4 TH OF JULY - FEVERMAN 22.43 | |
| 7-12-20 | | (7) | SWAN | SCHEDULED OT / ASSISTED SEX ASSAULT CASE 23.11 | |
| 7-11-20 | | (12) | M ^C FARLAND | HOLIDAY WORKED 4 TH OF JULY 23.11 | |
| 7-9-20 | | (4) | M ^C FARLAND | SCHEDULED OT | 23.11 |
| <hr/> | | | | | |
| 57 | | | | | |
| X 1.5 | | | | | |
| 85.50 comp hours | | | | | |
| <hr/> | | | | | |
| 30 X 22.43 = | | | | | 672.90 |
| 1.5 X 23.71 = | | | | | 35.57 |
| 30 X 24.11 = | | | | | 723.30 |
| 10 X 25.17 = | | | | | 151.02 |
| 6 X 26.76 = | | | | | 160.56 |
| 12 X 27.76 = | | | | | 333.12 |
| | | | | | <u>2076.47</u> |
| <hr/> | | | | | |
| 169.5 OT hours | | | | | |
| <hr/> | | | | | |
| 18 X (20.37 X 1.5) | | | | | 549.99 |
| 23 X (23.11 X 1.5) | | | | | 797.30 |
| 13 X (22.43 X 1.5) | | | | | 437.39 |
| 82.5 X (24.11 X 1.5) | | | | | 2983.62 |
| 10 X (26.76 X 1.5) | | | | | 401.40 |
| 15 X (25.17 X 1.5) | | | | | 566.33 |
| 8 X (30.71 X 1.5) | | | | | 368.52 |
| | | | | | <u>6104.55</u> |
| | | | | | <u>==</u> |

Total 8181.02

COVID-19

Comp and Overtime Report

PPE: 7/12/20

Division: Ambulance

Submitted by: Kelly Strecker

| Date | Comp Hours | O/T Hours | Name | Reason | Rate |
|------|------------|-----------|------------|--------------------------------|-------|
| 6/30 | | (8) | M. Crable | COVID-19 | 15.00 |
| 7/1 | | (24) | M. Crable | Holiday Worked | 15.00 |
| 7/11 | | (10) | M. Crable | Coverage from 2-10 extra calls | 15.00 |
| 6/30 | | (8) | M. Ecklund | COVID-19 | 16.50 |
| 7/2 | | (11) | M. Ecklund | Short Staff per Levi | |
| 7/3 | | (4) | M. Ecklund | Short Staff per Levi | |
| 7/4 | | (12) | M. Ecklund | Holiday Worked | |
| 7/4 | | (24) | J. Walton | Holiday Worked | |
| 7/5 | | (12) | J. Walton | Needed Coverage Per Levi | |
| 7/6 | | (2.5) | J. Walton | 3 Late Calls | |
| 7/3 | | (14) | T. White | COVID-19 | |
| 7/4 | | (12) | T. White | Holiday Worked | |
| 7/8 | | (7.5) | T. White | Late Calls | |
| 7/5 | | (11) | M. Ecklund | Short Staff Per Levi | |

153.25 OT

$42 \times (15.00 \times 1.5) = 982.80$
 $111.25 \times (16.50 \times 1.5) = 2753.45$
3736.25

Total \$ 3736.25