

FINANCE COMMITTEE
Wednesday January 1, 2009
City of Las Vegas Council Chambers 6:30am

MEMBERS PRESENT:

Mayor Tony E. Marquez, Jr. Chairman
Councilman Morris Madrid, Member
Ms. Della Valero, Member

Ms. Kathy Tapia, Co-Chairperson
Mr. Gilbert Vallejos, Member
Mr. Matt Martinez, Member

MEMBERS ABSENT:

N/A

OTHERS PRESENT:

Mr. Abran Romero, Finance Director
Ms. Terry Gray, General Accountant

Ms. Veronica Gentry, Grants Admin.

AGENDA ITEM #1 - CALL MEETING TO ORDER:

Chairman Tony Marquez, Jr. called the Finance Committee to order at 6:35 a.m.

AGENDA ITEM #2 - ROLL CALL

Roll call was taken by Ms. Veronica Gentry. A full quorum was established.

AGENDA ITEM #3 - APPROVAL OF THE AGENDA

Mayor Marquez requested to entertain a motion to approve the agenda of January 1, 2009. Mr. Matt Martinez entered a motion and Ms. Della Vallerio seconded the motion. Roll call taken, motion carried by unanimous vote.

AGENDA ITEM #4 - APPROVAL OF THE MINUTES- December 3, 2008

Councilman Morris Madrid entered a motion to approve the minutes of December 3, 2008. Mr. Gilbert Vallejos seconded the motion. Roll call taken, motion carried by unanimous vote.

AGENDA ITEM #5 – INTRODUCTION OF FINANCE DIRECTOR – bio (3-5 minutes)

Chairman Marquez gave a brief introduction of the new City of Las Vegas Finance Director, Abran Romero, who started late in the month of December.
Mr. Romero gave a brief outline of his past experiences and qualifications as a Finance Director.
Mr. Romero also went on to outline his plans for the future of the City of Las Vegas Finance Department.

AGENDA ITEM #6 – RECOMMENDATION FOR AWARD CERTIFICATE OF DEPOSITS (CD)

Chairman Marquez gave a brief explanation of the history of the investment policies of the City of Las Vegas. Chairman Marquez went on to explain that due to maturity dates and timelines the first item in regards to the investment policy that we are working on are Certificates of Deposits (CD's). Chairman Marquez then turned the floor over to Mr. Abran Romero for discussion.
Mr. Romero directed committee's attention to page one of the reports to discuss the lay out of the CD's schedule. Included in the schedule is the outcome of the bids that took place among the competing banks, The Bank of Las Vegas, Community first Bank, and Wells Fargo. Also included in the schedule are Mr. Romero's recommendations.

Mr. Romero then went on to discuss the progress of the investment policy that Chairman Marquez asked him to develop. When it comes to investing public funds we are restricted by state statute which we are in the process of reviewing. The final draft is expected to be available for review by committee in time for the next Finance Committee meeting. Discussion ensued in regards to the plans for drafting the investment policy, and what should be included.

AGENDA ITEM #7 – AUDIT UPDATE – FISCAL YEAR 2008

The auditors have completed 2/3 of the audit and are due to return in the second week of January to complete the final stages of the audit. We have been assured that by the end of the following week we will have a draft report followed by an exit conference in the last week in January. This will make it possible to have the final audit submitted to the State Auditor by the end of the month; Municipal audits were due to the State by December, 2008 so we will be late.

AGENDA ITEM #8 – LEGISLATIVE WATCH

Mr. Romero gave a explanation to committee in regards to a memo from the State directed to Financial Managers/Directors discussing the current economic position and the possible need over all to implement cost cutting measures. Chairman Marquez informed committee that he has given direction to our Public Information Officer to create a legislative packet articulating the needs of the City of Las Vegas. This will hopefully help us to defend current projects and also allow us to ask for monies to help us solve our water problems.

Discussion ensued in regards to current City of Las Vegas projects and plans that could be affected by forecasted draw back of monies by the State.

AGENDA ITEM #9 -REVIEW OF FINANCIAL REPORTS

Mr. Romero asked committee to direct there attention to the December financial reports to discuss the General Fund. With 50% of the year lapsed we are in line with where we are expected to be with revenues. The only one that is out of line with what it should be is under the Local-misc. which is at 27% this is due to the quarterly transfers which are a little bit behind and expected to be caught up by the end of the month. In regards to expenditures we are also in line with where we should be. Discussion went on in regards to the current procedures in place for communications between the Directors, the Finance Department, and the Committees in regards to the budgets.

Councilman Madrid questioned the Waste Water budget under the Enterprise fund. He stated that he believed that there was a typo because it shows 1.2 million and it should be probably a million dollars higher than that. We shouldn't have 2.5 million in revenues and 1.2 million in expenditures they should be closer.

He also stated that he believes the base of our revenues, Gross Receipts Tax, we are going to be at a minimum of 7% above the budgeted amount. DFA made us shrink our budget revenues so when that budget adjustment does go to DFA we shouldn't have any problems.

Mr. Romero advised committee that in regards to the loan made to Solid Waste from the Water fund the first two payments have not yet been made. The transfers will be made this month.

Mr. Romero went on to discuss the Enterprise Funds. In revenues things are coming along, Natural Gas is only at 26% due to the weather which is very low and may have some negative effects on the General fund.

Included with the report packet are the breakdowns of the Financial reports which outline where we are standing at this time in each department/fund. Attached to the financial reports is the Statement of Cash Receipts and Disbursements for Committees information.

AGENDA ITEM #10 – REVIEW OF MEMORANDUM (DFA) POTENTIAL BUDGET SHORTFALLS FY 2008-09

Mr. Romero informed Committee that he included for review a memo that was Directed to Finance Managers/Directors that the economy is bleak, financial trends are down and we need to be prepared to implement cost cutting measures. Mr. Romero informed the Finance Committee that he believes we are prepared to implement those measures, we are in the process of reviewing the budget at mid-year and the recommendations to the Council and the Finance Committee will be summarized for February.

AGENDA ITEM # – ADJOURN

A motion to adjourn was entered by Ms. Kathy Tapia, motion seconded by Ms. Della Valerio. Motion carried. Meeting adjourned at 7:20 a.m.



Mayor Tony E. Marquez, Jr, Chairman

Date



Felicia Mondragon, Recorder

Date

1-2-09