

Agenda  
Finance Committee Meeting  
March 20, 2018

12:00 p.m. Call to order

**I. APPROVAL OF MINUTES**

1. Approval of Minutes for December 14, 2017

**II. NEW BUSINESS**

1. ELECTION OF FINANCE COMMITTEE CHAIRMAN

Committee Chairman, John Monk has indicated his desire to be re-appointed to a new term on the Finance Committee, but does not wish to continue as chairman of the committee. For this reason, committee members will be asked nominate a member to serve as chairman.

2. 2017 ANNUAL FINANCIAL REPORT

The City's auditor, Joel Black with Mauldin & Jenkins will present the City's annual audit to the committee. The audit report includes the City as a whole, the Downtown Development Authority, and the Urban Redevelopment Agency. The auditor issued an unqualified or clean opinion on the City's financial statements. The audit report included no findings related to the financial statements. However, the report does include two management comments related to segregation of duties and a property tax allowance for uncollectable taxes. Mr. Black will also discuss upcoming GASB pronouncements that could have an impact on the City's financial statements.

3. EMPLOYEE HEALTH INSURANCE

Staff has meet with the City's insurance broker, Matt Bidwell with MSI Benefits Group, to discuss the annual renewal of its health, dental, disability and life insurance. For the past two years, the City's health insurance provider, Blue Cross and Blue Shield of Georgia (BCBSGA) has offed the City a zero increase in premium. This year however, although the City continues to have a low claims to premium ratio the City's health insurance provider BCBSGA is offering a 7.50 increase in medical premium, a zero increase in dental premium and a 5.01% increase in disability and life premium. Matt Bidwell will be present to discuss the City's current insurance renewal offer and the quotes he has received from other provider.

4. 2018 ANNUAL SALARY SURVEY

Ed Johnson, HR Manager, has completed the 2018 annual salary survey for the City. The survey compares positions in the City of Duluth with 14 other local jurisdictions in order to identify comparable positions. The salary range for these positions is then entered into a spreadsheet and analyzed in order to determine the prevailing pay range for each position in the local market area. Ed will discuss the overall survey with the committee and make recommendations to reassign (regrade) some positions in the City to new pay grades.

**III. ADJOURNMENT**

1. FISCAL YEAR 2018 MEETING DATES

Committee members are asked to note future quarterly meetings for 2018

June 21, 2018, September 20, and December 13<sup>th</sup> 2018