



Finance Committee Meeting
Tuesday, June 16, 2026 - 6:00 PM
AGENDA

1. Call to Order
2. Finance Director Report
 - a. Director Report
3. Income Tax Update
4. Road grading & estimates
5. Other Business
6. Adjourn

Finance Department
2026/2027 Report / Goals / Status

1. **2027 Budget accurately and timely process and preparation. Timeline Monitor – Amendments for 2026 Budget**
2. Improve bill processing
 - a. Accuracy and timing
 - b. PO preparation, policy and Department monthly reports
3. City wide policies and procedures
 - a. **Employee Handbook**
 - b. **Salary & Wage structure update study**
4. Review Property & Casualty Insurance – review coverage & quote (**Appraisals**)
5. Assist with income tax increase analysis - Income Tax increase (2% - 2.5%)
Monthly / Quarterly income tax analysis with budget and prior YTD
6. Water / Sewer / plant expansions – financial debt, planning and compliance
7. Establish and construct department calendar of timelines, legislate on and duties.
8. Monitor and evaluate the City's debt structure / refunding opportunities for savings.
9. Maintain and continue to improve financial efficiency (UAN improvement – Reports and daily procedures)
10. Department efforts of continued education and training for improvement of respective areas and responsibilities.
11. Maintain timely financials reporting including (**month end closely and Monthly reviews**).
12. **Continue the department's efforts in maintaining the highest standards for asset safeguarding, fiscal responsibility and financial prudence.**
13. **Establish and maintain a strong productive relationship within City wide departments and user friendly atmosphere to continue to build a strong financial internal control City wide.**
14. Review ACH / online payment options to stream line payables
15. Tax incentive monitoring and organizational timeline including **PILOTS** & Distributions of ompliance. (**TIFs, CRAs, Tax incentive programs and NCAs**)
16. Finalized – **monitor AFSCME & Police Union Contract negotiations**
17. **Finalized Audits '20/21 and '22/23**
18. **Audit '24/'25 – Planning status July**
19. Assisted in City's **health/medical insurance review/renewal for 2027**
20. **Community Improvement Corporation (CIC) – update (expires 9/13/2026)**
21. **Lease Agreement – Johnstown Monroe Local School District & City of Johnstown**
Annual lease / CAM / Shared Space / Tab Fees