



**Office of Jim Grafton**  
**City Administrator ▪ Public Works Director**

Date: 8-13-18

Re: Finance Meeting

Attendance: Rick Lohse, Bob Rockwell, Kathy Hall, Tony Trulson, Jim Grafton

Location: City Hall 121 11<sup>th</sup> Street

Chairman Lohse called the meeting to order at 4:00pm and noted a quorum was present for three agenda items.

The first agenda item was discussion on the IML Conference in Chicago Sept 20-22. The cost for registration is \$310 per person, hotel is about \$200 per night and there would be a minimum of two nights stay. Meals and transportation would also need to be included in the conference costs (about \$710 plus meals and transportation per person). Clerk Nelson said the funds would come from the Officers account and we have budget set for three to attend: \$6,000 is budgeted. Alderman Trulson said that Alderman Dyer had expressed interest to attend. Committee was in agreement to place the item on the August 21<sup>st</sup>, 2018 agenda.

The next agenda item was discussion on attendance to Clerk training in Springfield. The training is scheduled October 14-19<sup>th</sup>2018. Clerk Nelson would like to send Deputy Clerk Andrea Gripp to the training. The cost of the week long class is \$450 plus hotel at \$110 per night. Clerk Nelson said it is valuable training. He has \$1200 budgeted for the Clerk training class.

The last agenda item was discussion on IGFOA training that would be intended for Martha. The event is Sept 16-18<sup>th</sup>. It is a two day conference and the cost of the event is \$400 and hotel for two nights at \$110 per night. With meals and travel the cost would be about \$900. He has \$3,500 budgeted. Committee was in agreement to move forward with the request. The item would be placed on the August 21<sup>st</sup> COW agenda.

There were no other agenda items and the meeting was adjourned at 4:07

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jim Grafton". The signature is written in a cursive, flowing style.