

## AGENDA

### COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION

**June 20, 2011**

**Aldermen Ouellette, DeVries,  
Long, Roy, O'Neil**

**5:00 PM**

**Aldermanic Chambers  
City Hall (3<sup>rd</sup> Floor)**

1. Chairman Ouellette calls the meeting to order.
2. The Clerk calls the roll.
3. Department travel/conference summary reports submitted as follows:

Mark Brewer (Aviation)  
AAAE Annual Conference  
Atlanta, GA  
May 13 – 19, 2011

Carleton E. Braley, Jr. (Aviation)  
International Aviation Snow Symposium  
Buffalo, NY  
April 15 – 21, 2011

Brien E. Brock (Aviation)  
ASOS School & Snow Symposium  
Buffalo, NY  
April 15 – 21, 2011

Stephen J. Adams, Jr. (Aviation)  
83<sup>rd</sup> Annual AAAE Conference  
Atlanta, GA  
May 13 – 19, 2011

**Ladies and Gentlemen, what is your pleasure?**

4. Communication from Lisa Sorenson, Financial Analyst, submitting Finance Department reports as follows:
  - Department Legend
  - Accounts Receivable summary
  - Open Invoice report over 90 days**Ladies and Gentlemen, what is your pleasure?**
  
5. Communication from Lisa Sorenson, Financial Analyst, submitting the 4<sup>th</sup> quarter fiscal year 2011 write off list.  
**Ladies and Gentlemen, what is your pleasure?**
  
6. Communication from William Sanders, Finance Officer, submitting the City's Monthly Financial Report (unaudited) for the eleven months that ended May 31, 2011.  
**Ladies and Gentlemen, what is your pleasure?**
  
7. Communication from Jay Minkarah, Economic Development Director, requesting reauthorization for the creation of a separate fund to accept contributions of up to \$250,000 toward the Chili Cook-off Fund.  
**Ladies and Gentlemen, what is your pleasure?**
  
8. Communication from various departments in response to the Committee's request for analysis of open invoices and information regarding enforcement procedures.  
**Ladies and Gentlemen, what is your pleasure?**
  
9. Communication from Pat Harte, Tax Collector, in response to the Committee's request for a delinquency report of overdue taxes, including a year-to-date trending analysis over prior years, as well as a report of efforts to recover these outstanding funds, if available.  
**Ladies and Gentlemen, what is your pleasure?**
  
10. Communication from Jennie Angell, Information Systems Director, regarding the implementation schedules for the new Innoprise Software.  
**Ladies and Gentlemen, what is your pleasure?**

**TABLED ITEM**

*A motion is in order to remove this item from the table.*

10. Communication from Kevin Buckley, Independent City Auditor, submitting an audit of the Office of the City Clerk, Business License and Enforcement Division.

*(Tabled 10/21/08. Retabled 2/22/10 until the implementation of new software is completed.)*

*On file for viewing with Office of the City Clerk, One City Hall Plaza.*

11. There being no further business, a motion is in order to adjourn.