



City Council Finance & Personnel Committee Meeting Minutes of January 04, 2023

The Finance & Personnel Committee meeting is held using a hybrid model. The public is welcome to attend the meeting in person at City Hall (City Council Chambers) or virtually by using the meeting access link and additional information located on the City's website and on the meeting agenda.

Members Present: Barbara Bitetto, Pat Cole, Earle Stuard

Others Present: n/a

Staff Present: Administrative Services Director (ASD) Jeff Steffens, Chief Financial Officer (CFO) Kassandra Raymond, City Attorney (CA) Andrea Marquez, Financial Services Manager (FSM) Dori Franich.

The meeting convened at 5:33 p.m. via Zoom. Councilmembers Cole, Stuard, and Administrative Services Director Steffens attended virtually.

Committee Business

Motion to Approve Surplus: ASD Steffens reviewed the proposed surplus of tasers and taser accessories, and answered committee questions.

Item	Estimated Value	Reason
15 tasers, associated accessories (holsters, batteries, etc.)	\$965	End of life, incompatible with body worn cameras.

Do Pass for Committee approval.

Motion to Approve Lease Agreements: CA Marquez reviewed the proposed lease agreements with Carroll's Garage and Car Village, and answered Committee questions. *Do Pass (Consent Agenda, January 17, 2023).*

Sales Tax Reporting: CFO Raymond reviewed staff's monthly sales tax analysis activities, and discussed results. This is a regular reporting item. *No further Committee action required at this time.*

Recruitment and Negotiations Update: ASD Steffens shared an update of new employees beginning in January, including two groundskeepers, janitor and a building official. Current recruitments include a Finance Technician, Code Enforcement Officer, and Patrol Officer. ASD Steffens shared that three long-term employees are anticipating retirement in the next two months.

There was no new negotiation update to report.

Other: None

With no further items, the meeting adjourned at 5:56 p.m.

Prepared by Chief Financial Officer Kassandra Raymond