



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 (Chair)

Others Present: n/a

Staff Present: Mayor Kathy Hayden, City Administrator (CA) Jason Wilson, Administrative Services Director (ASD) Jeff Steffens, Chief Financial Officer (CFO) Kassandra Raymond, Communications Director (CD) Carmen Palmer, City Engineer (CE) Michael Kosa, Engineering Specialist (ES) Drew McCarty

The meeting convened at 5:30 p.m. via Microsoft Teams. There were no virtual attendees.

Committee Business

Motion to Approve Surplus: ASD Steffens reviewed the proposed surplus and disposal of seven (7) tasers and associated accessories. The surplus equipment will be sold/traded to an authorized firearms dealer. CA Wilson provided additional information regarding the taser functionality and use.

The Committee reviewed and authorized the surplus. *Do Pass for Committee approval.*

Ordinance No. 2858 Amending the 2023/2024 Biennial Budget: CFO Raymond reviewed the proposed modifications to the 2023/2024 Biennial Budget for Q2/2023. CFO Raymond, ASD Steffens, and CE Kosa answered Committee questions regarding individual line items. *Do Pass (Regular Business, June 20, 2023)*

Discussion – Ryan House Condition Assessment: CA Wilson, CD Palmer, and ES McCarty reviewed the status of the Ryan House project, discussing new information relating to grant funding. The Committee members and staff continued the meeting at the Ryan House to review items of consideration in person. The group returned to City Hall at approximately 6:40 PM. *Note: Mayor Hayden, CA Wilson, CD Palmer, CE Kosa, and ES McCarty left at the conclusion of this item.*

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:

Recruitment: ASD Steffens provided a verbal update:

- The City continues to recruit for law enforcement officers. An offer has been extended to one lateral candidate.
- The new Emergency Management and Safety Coordinator (Evan Brazitis) has begun employment.
- We have filled two engineering intern positions, two Parks/Cemetery seasonal positions, and three out of four PW Shops seasonal positions.

- Open recruitments include a Pollution Prevention Specialist (Stormwater), summer seasonal help (PW Shops), and lateral/exceptional candidate Police officers.

Negotiations:

- All Bargaining Units: The City is continuing discussion regarding proposed changes in pay periods and pay dates to improve transparency and efficiency in our payroll processing.

Other: ASD Steffens reviewed the meeting calendar. Chair Cole and Councilmember Bitetto elected to cancel the July 5, 2023 meeting.

With no further items, the meeting adjourned at 7:03 p.m.

Prepared by Chief Financial Officer Kassandra Raymond