



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), Earle Stuard

Others Present: Three citizens in-person, one citizen virtual

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 5:30 p.m. via Microsoft Teams. Councilmembers Cole and Stuard, ASD Steffens attended virtually.

Committee Business

Motion to Surplus – Ryan House Interior: ASD Steffens reviewed the motion before the Committee. The authorization to surplus the interior furnishings allows the City to move forward with allowing the Ryan heirs to make claims and the salvage work to begin. Councilmember Stuard noted his preference that the noticed four hour time window for Ryan heirs to access the building be expanded to allow additional time. ASD Steffens confirmed that all who enter the building will be required to sign a waiver and wear protective equipment. The Committee reviewed and authorized the surplus. *Do Pass for Committee approval.*

Ordinance No. XXXX Compensation for Municipal Court Judges and Judges Pro Tempore: ASD Steffens reviewed a draft ordinance that defines the salary period and classification of the municipal court judge and judge pro tempore(s). *Do Pass (Regular Business, October 16, 2023)*

Resolution No. 1664 Ad Valorem Property Tax: CFO Raymond reviewed the proposed Resolution, and presented property tax information and options to the Committee for discussion and recommendation. Committee members concurred to recommend a 1.0% increase to the City Council Study Session. *Forward to Study Session (November 6, 2023)*

Ordinance No. 2872 2023/2024 Budget Amendment (3rd Quarter): CFO Raymond reviewed the proposed Ordinance, reviewing revenue and expenditure changes in each fund. *Do Pass (Regular Business, October 16, 2023) Note: All citizens (in person and virtual) left at the end 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 is in the process of opening a recruitment for Operator positions for both Parks and Shops.
- Interviews were completed for the Environmental Specialist last week. A current Parks employee, Joey Urquart was selected as the top candidate.
- The City continues to actively recruit Police Officers. We have both entry level and lateral interviews scheduled in the coming weeks.
- On 10/23 we will be hosting promotional Sergeant Interviews. There are 3 vacancies with 7 internal applicants.

Negotiations:

- Staff is working to negotiate three bargained contracts due to expire in 2023 (IUOE, Police Guild, and Police Guild Support). A briefing is scheduled for the October 9, 2023 Study Session (Executive Session).

Other: CFO Raymond provided an update on the anticipated start (October/November 2023) of the FY2022 audit.

With no further items, the meeting adjourned at 6:31 p.m.

Prepared by Chief Financial Officer Cassandra Raymond