



City Council Finance & Personnel Committee Meeting Minutes January 9, 2025

The Finance & Personnel Committee meeting is held using a hybrid model. The public is welcome to attend the meeting in person at City Hall (Second Floor Conference Room) 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, Carla Bowman, Pat Cole (Chair)

Others Present: One members of the public attended virtually until commencement of the Sales Tax Report.

Staff Present: Deputy City Administrator (DCA) Jeff Steffens, Chief Financial Officer (CFO) Kassandra Raymond

The meeting convened at 4:00 p.m. DCA Steffens attended virtually.

Committee Business

Resolution No. 1709 SPAR (Simple Possession Advocacy and Representation) Grant Acceptance: DCA Steffens reviewed the SPAR Grant (reimbursement of up to \$12,500 for indigent defense activities) and answered questions. *Do Pass (Consent Agenda, January 21, 2025)*

Motion to Approve Surplus: DCA Steffens reviewed the proposed surplus and disposal of the following items:

Item	Unit	Est Value	Reason
2013 Ford Explorer	21-117	\$3,000	Replaced/obsolete
2013 Ford Explorer	21-114	\$3,000	Replaced/obsolete

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

FY2023 Audit Report: CFO Raymond reviewed the status of the FY2023 audit. The FY2023 exit conference has been scheduled for 01/23/2025. This will be the final update for FY2023. *No further Committee action required at this time.*

Recruitment and Negotiations Update:

Recruitment: ASD Steffens provided a verbal update:

- Negotiations:
 - Staff is currently in negotiations with the Teamsters Union. The Teamsters contract expires at the end of 2024. The negotiation is anticipated to complete in the first quarter 2025.
- Recruitments: DCA Steffens reviewed current open recruitments including new positions authorized in the 2025 Budget and internal staff promotions effective 01/01/2025.

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

Other Items: None

With no further items, the meeting adjourned at 4:44 p.m.

Prepared by Chief Financial Officer Kassandra Raymond