



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, Greg Reinke (alt)

Others Present: None

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

Motion: 2025 Computer Purchase: DCA Steffens reviewed the 2025 purchase of computer equipment. This purchase is budgeted in the 2025/2026 Biennial Budget. Due to the purchase amount (>\$100,000), this purchase requires City Council approval. *Do Pass (Consent Agenda, March 3, 2025)*

Ordinance No. 2921 2025/2026 Biennial Budget Amendment: CFO Raymond reviewed the Q1 2025/2026 Biennial Budget amendment in detail and answered questions. *Do Pass (Regular Business, March 3, 2025)*

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

Item	Unit	Est Value	Reason
2014 Ford Explorer (Police)	21-107	\$4,500	Replaced/obsolete

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

2024 Local Improvement District Report: CFO Raymond reviewed 2024 activity and ending balances of the City's two Local Improvement Districts. This is an annual report. *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.
 - Parks/Cemetery Groundskeeper
 - WWTF Operator X 2

- Police Officer
- New Positions Starting 2/18:
 - Police Officer
 - Police Records and Evidence Specialist
 - Police Support Services Manager

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: The March Finance & Personnel Committee date/time conflicts with the Community Summit. The Committee concurred to move the Committee meeting out one week to March 30, 2025.

With no further items, the meeting adjourned at 4:45 p.m.

Prepared by Chief Financial Officer Kassandra Raymond