



*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 virtual attendee.

**Staff Present:** City Administrator (CA) Jason Wilson, Deputy City Administrator (DCA) Jeff Steffens, Chief Financial Officer (CFO) Kassandra Raymond, Deputy City Attorney (DCAT) Doug Ruth, Human Resources Manager (HRM) Adrienne McNeilly.

The meeting convened at 4:00 p.m.

**Committee Business**

**Ordinance No. 2938 Donation, Naming Rights, and Sponsorship:** DCAT Ruth reviewed the proposed ordinance as well as three potential Council initiated amendments. DCAT Ruth and CA Wilson answered Committee questions regarding the original ordinance and each amendment. After Committee review and discussion, the Committee concurred to forward the original ordinance for Council action. *Do Pass (Regular Business, November 3, 2025)*

**Resolution No. 1732 TY2026 Ad Valorem Property Tax Levy:** CFO Raymond reviewed the property tax process, the 2025 assessed valuation for tax year 2026, and tax year 2026 levy options. Staff answered Committee questions and provided clarification. After discussion, the Committee concurred on a 1.0% increase from the prior year's levy with continued directives for the City Council Strategic Reserve and Street Funding. *Forwarded to Study Session, October 27, 2025*

*Note: DCAT Ruth left at the conclusion of this item.*

**Presentation – 2026 Salary Study:** HRM McNeilly reviewed the 2026 Salary Study, including compensation philosophy, comparable parameters, salary study history, and current status. Staff answered questions. The 2026 Salary Study will be incorporated into the mid-biennial budget amendment and 2026 Compensation Schedule for City Council approval. *No Committee action required at this time.*

*Note: HRM McNeilly left at the conclusion of this item.*

**Motion: Approval of Surplus:** DCA Steffens presented one item for surplus:

Item	Unit	Est Value	Reason
MK Diamond Concrete Saw	n/a	\$5,000-\$8,000	Replaced

All items have estimated values that fall within the Committee's surplus authority. *Do Pass*

**Recruitment and Negotiations Update:**

Recruitment: ASD Steffens provided a verbal update:

- The City has hired a Contract Administrator to replace Kelsey White, who resigned due to relocation;
- Current open recruitments.
  - Community Services Officer – the City's current CSO is moving through the testing process to become a Police Officer;
  - The City continues to recruit for law enforcement positions.
- Negotiations:
  - Staff provided an update to Council at the October 6, 2026 meeting (Executive Session)

**FY2024 Audit Status:** CFO Raymond reviewed the FY2024 audit status. This will be a regular reporting item until the completion of the audit. *No further Committee action required at this time.*

*Note: All community members left the meeting prior to the sales tax report.*

**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:** DCA Steffens reviewed the remaining 2026 Finance & Personnel Committee calendar. The Committee concurred to cancel the December committee meeting.

With no further items, the meeting adjourned at 6:10 p.m.

Prepared by Chief Financial Officer Kassandra Raymond