



The Finance & Personnel Committee meeting is held using a hybrid model.

The public is welcome to attend the meeting in person at City Hall (Main 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: Andy Elfers (Chair), Matthew Kenna, Greg Reinke

Others Present: One virtual attendee.

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

The meeting convened at 3:35 p.m.

Committee Business

Motion: Approval of Surplus: DCA Steffens presented items for surplus:

Item(s)	Unit	Est Value	Reason
17 12 gauge pump action shotguns	n/a	\$75-\$100 each	No longer needed
Lot miscellaneous door handles/locks	n/a	\$500	No longer needed
2015 Ford Police SUV	21-113	\$5,000	End of life; replaced
2015 Ford Police SUV	21-203	\$5,000	End of life; replaced

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

Ordinance No XXXX: FTE Authorization: DCA Steffens reviewed the proposed additional 1.0 FTE authorization (HR Generalist), scope of position, and funding. This authorization will be included in the Q1 Budget Amendment (date pending). Committee members concurred to move forward. *Do Pass*

FY2025 Local Improvement District Report: CFO Raymond reviewed the FY2025 Local Improvement District (LID/ULID) report and answered questions. *No further Committee action required at this time.*

Recruitment and Negotiations Update:

Recruitment: DCA Steffens provided a verbal update, including a summary of current and anticipated 2026 activity:

- Current open recruitments.
 - The City continues to recruit for law enforcement positions.
 - The 2026 reorganization of the Public Operations Department includes several recruitment processes (including promotional and new opportunities).
- Negotiations:
 - DCA Steffens discussed upcoming 2026 negotiations with the Police Guild and International Union of Operating Engineers.

FY2024 Audit Status: CFO Raymond reviewed the FY2024 audit process and status, and responded to Committee questions. This is anticipated to be the final FY2024 report before the exit conference. *No further Committee action required at this time.*

Voucher Review: CFO Raymond reviewed the regular voucher review process and answered questions. *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: None

With no further items, the meeting adjourned at 4:40 p.m.

Prepared by Chief Financial Officer Kassandra Raymond