

1 **Finance Commission**
2 **Meeting Minutes**
3 **August 22, 2024**
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5
6 **Roll Call/Announcements**
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8 The Finance Commission (FC) meeting was called to order at 6:30 p.m. Chair called the roll.
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10 **Commissioners Present:** Bruce Bester, and Sadiq Dahir
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12 **Commissioners Absent:** Siafa Barclay, Kevin Davy, Dan Sagisser, Joe Tupy, and Anna
13 Vervoort
14

15 **Staff Present:** Finance Director Michelle Pietrick
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18 **Receive Public Comments**
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20 There being no one present wishing to speak to the Commission on an item not on the agenda,
21 the Chair moved to the next agenda item.
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23 **Approval of Meeting Minutes**
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25 Chair Bester indicated the minutes would be deferred due to there not being a quorum of
26 Commissioners.
27

28 **Review and Discuss the 2025 City Manager Recommended Budget and Tax Levy**
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30 City Manager Patrick Trudgeon made a presentation to the Commission on the 2025 City
31 Manager recommended Budget and Tax Levy.
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33 Chair Bester indicated on the Other Sources there are some negative numbers, and it states,
34 “negative numbers are funds set aside for future capital replacements”. He asked if there would
35 be other negative numbers embedded in the positive numbers. He noted he was trying to get a
36 sense of the amount of dollars set aside for future capital expenditures.
37

38 Ms. Pietrick explained it is part of the other sources. The Other Sources are fund reserves in the
39 Capital Project funds. It would be a positive or a negative and the City allocates the non-
40 property tax dollars within the General Fund to the various functions of Police, Fire, and General
41 Government and Public Works. Within those budgets, numbers are not just the General fund but
42 also the Capital Improvement funds melded in there.
43

44 City Manager Trudgeon continued with the presentation.
45

Chair Bester thought the City could make a better-coordinated effort at grant writing and fundraising if there was one professional grant writer rather than multiple grant writers in different departments.

Mr. Trudgeon thought the City did write a lot of grants and learn as it goes, and a professional grant writer would probably do wonders but is expensive. That is something staff has talked about directly, but he thought as people are doing grant writing they wish they had some assistance because it takes a lot of work and takes them away from their other responsibilities. The Police Department has been blessed with people who have written a lot of grants and have been the most successful department, but it takes a lot of work and the work does not stop if awarded, it increases. He thought it was a comment taken very well and something the City should take seriously and discuss.

Chair Bester indicated the Commission has talked a little about this in the past and he keeps coming back to the thought that it might be worthwhile to calculate a turnover/recovery or staff vacancy amount. He thought it might be a helpful budget balancer. He noted he was going to make a recommendation to calculate that factor and see what it is.

Ms. Pietrick indicated historically governments do not factor that in for several reasons. She reviewed the top reasons for this.

Chair Bester thought that going through the motions of a study to this effect would probably help the City with planning and staffing.

Chair Bester thanked Mr. Trudgeon for the presentation.

Receive Finance Commission Recommendations Tracking Report

Chair Bester reviewed the Finance Commission Tracking Report.

Continued Review of the Draft 2025 – 2044 Capital Improvement Plan

Finance Director Pietrick stated the Finance Commission had a first review and discussion of the 2025-2044 Capital Improvement Plan (CIP) at their July 9, 2024, meeting. The draft CIP was presented and discussed at the City Council meeting on July 15, 2024.

Ms. Pietrick reviewed the CIP with the Commission.

Fiscal Disparities Discussion

This item was deferred to the September meeting.

Identify Discussion Items for the Future Meeting

90 Finance Director Pietrick stated the next agenda would include discussions on establishing a
91 recommendation on the 2025 City Manager Recommended Budget & Tax Levy and establishing
92 a recommendation on the 2025-2044 Capital Improvement Plan.
93

94 **Adjourn**

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96 Commissioner Dahir made a motion, seconded by Chair Bester to adjourn. The motion passed
97 unanimously.
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99 The meeting adjourned at 8:12 p.m.