



Finance Commission Agenda

Tuesday, November 12, 2024

6:30 PM

City Council Chambers

(Any times listed are approximate – please note that items may be earlier or later than listed on the agenda)

- 1. Roll Call - Barclay, Bester, Dahir, Davy, Sagisser, Tupy, Vervoort**
- 2. Receive Public Comment**
- 3. Approval of Meeting Minutes**
 - a. Approve meeting minutes
- 4. Business Items**
 - a. Finance Commission Recommendation Tracking Report
 - b. Adopt 2025 Meeting Calendar
 - c. Establish a 2025 Work Plan
- 5. Other Business**
 - a. Discussion on roles/specialization among Commissioners as requested by Chair Bester
- 6. Adjourn**

Roseville Finance Commission Agenda Item

DATE: November 12, 2024

ITEM: 3.a.

ITEM DESCRIPTION: Approve meeting minutes

Background

As an advisory commission to the City Council, the Finance Commission's discussions and recommendations play an important role in setting City policies and influencing decisions on programs and services.

To ensure an accurate historical account of the Finance Commission's activities is preserved, the City maintains a practice of keeping meeting minutes. The attached file contains the draft minutes from the October 8, 2024, meeting. The Commission is asked to review the minutes and identify any typos, errors or inaccuracies of the discussion that took place.

Where applicable, Commission members are asked to identify any necessary corrections at the meeting. The Commission should subsequently vote to approve the amended (if necessary) minutes. Once the minutes are approved, they become part of the City's permanent records.

Recommendation

Review the draft minutes.

Requested Commission Action

Amend (as necessary) and approve via motion, the Finance Commission meeting minutes for the October 8, 2024, meeting.

Attachments

1. FC Minutes 10-08-2024

1 **Finance Commission**
2 **Meeting Minutes**
3 **DRAFT – October 8, 2024 - DRAFT**
4
5

6 **Roll Call/Announcements**
7

8 The Finance Commission (FC) meeting was called to order at 6:30 p.m. Chair Bester called the
9 roll.
10

11 **Commissioners Present:** Siafa Barclay, Bruce Bester, Sadiq Dahir, Kevin Davy, Dan
12 Sagisser, Joe Tupy, and Anna Vervoort
13

14 **Commissioners Absent:** None.
15

16 **Staff Present:** Finance Director Michelle Pietrick
17
18

19 **Receive Public Comments**
20

21 There being no one present wishing to speak to the Commission on an item not on the agenda,
22 the Chair moved to the next agenda item.
23

24 **Approval of Meeting Minutes**
25

26 Chair Bester asked if there were any changes to the September 10, 2024, minutes.
27

28 Commissioner Vervoort moved, seconded by Commissioner Tupy, to approve the September 10,
29 2024, meeting minutes as presented. **The motion carried unanimously.**
30

31 **Receive Utility Rate Study Update and Review 2025 Proposed Utility Rates**
32

33 Finance Director Pietrick introduced Ms. Jeanne Vogt from Ehlers.
34

35 Ms. Vogt presented the Utility Rate Study and 2025 proposed utility rates to the Commission.
36

37 Ms. Vogt and Ms. Pietrick reviewed tier rates with the Commission. During the presentation, the
38 Commission asked general questions about water rates, upcoming utility projects, and incentives
39 for efficient appliances.
40

41 Ms. Pietrick also noted that the utility study was presented to the Council on October 7. The
42 preliminary utility rates will go to the Council on November 4th, with the final Council approval
43 on December 2, 2024.
44

45 The Commission thanked Ms. Vogt for the presentation.
46

Ms. Pietrick reviewed the City Council's October 7, 2024, meeting and its decision regarding the recycling contract and carts. She noted that the rates might be adjusted because the Council decided on a five-year contract rather than three years.

Chair Bester felt the presentation was excellent and thorough.

Commissioner Sagisser made a motion, seconded by Commissioner Vervoort, to recommend the utility rates as listed on page 9 of the Finance Commission packet to the City Council. The motion passed unanimously.

Receive Finance Commission Recommendations Tracking Report

Chair Bester reviewed the Finance Commission Tracking Report.

Commissioner Tupy asked if there was somewhere that residents could get more information on energy-efficient appliance rebates because he did not know anything about that.

Ms. Pietrick indicated that staff can include this information in the newsletter and tell residents where to get the information for energy-efficient appliance replacements.

Update on the Council Adopted 2025 Preliminary Budget & Tax Levy

Finance Director Pietrick stated that at the September 23, 2024, City Council meeting, the Council made three modifications to the budget. The changes resulted in a preliminary city budget of \$73,509,845 and a preliminary property tax levy of \$30,352,603, a 5.44% increase.

Discussion on Roles/Specialization Among Commissioners as Requested by Chair Bester

Chair Bester explained he would like to discuss roles and potential specialization among the Finance Commissioners. Possible areas of specialization are audit, utility rates, investments, debt, capital improvements, levy, communication, and campus plans. He asked the Commissioners to discuss this in depth at the next Finance Commission meeting.

Future Meeting Topics and Work Plan

Finance Director Pietrick indicated at the November 12, 2024, Finance Commission meeting that there will be three topics: adopting the 2025 meeting calendar, adopting the 2025 Work Plan, and discussing Roles/Specialization among Commissioners.

Adjourn

Commissioner Tupy made a motion, seconded by Commissioner Davy, to adjourn. The motion passed unanimously.

The meeting was adjourned at 8:06 p.m.

**Roseville Finance Commission
Agenda Item**

DATE: November 12, 2024

ITEM: 4.a.

ITEM DESCRIPTION: Finance Commission Recommendation Tracking Report

Background

A summary of the Finance Commission’s recent recommendations submitted to the City Council is included in Attachment 1 for review. The report has been updated to reflect items that have been closed or added, per Commissioner Bester.

Recommendation

Not applicable.

Requested Commission Action

For review and discussion purposes only. No formal Commission action is necessary.

Attachments

1. Tracking Report

**Roseville Finance Commission
Recommendation Tracking Report
Report Date - November 12, 2024**

No.	Recommendation	Description	Date Recommended	Date Presented	Status	Discussion and Next Steps
2023-01	Finance Commission recommends that steps be taken to begin to act on incorporating limited equities in the City's investment portfolio.	Option to permit limited investment in equity investments	3/14/2023	3/14/2023	Pending	On 4/25/22 the City Council approved expanded Investment Policy language to permit limited use of equity investments.
2023-01	Finance Commission recommends that steps be taken to begin to act on incorporating limited equities in the City's investment portfolio.	Option to permit limited investment in equity investments	6/17/2024	6/17/2024	Received	On 6/17/24 the Finance Commission in its annual joint meeting with the City Council, presented a recommendation for limited investment in equities.
2024-01	The Finance Commission recommends the purchase of electric fire engine over the diesel engine. Despite the extra cost associated with electric engines, Finance understands that there are environmental advantages that are in line with the City priorities. Also grant opportunities that may offset some of the cost and possible opportunities to negotiate a lower purchase price.	The Fire Department is proposing to transition to Electric Fire Engines.	1/9/2024	11/14/2023	Implemented	On 11/14/23 Fire Chief Brosnahan and Finance Director Pietrick presented information about electric vs diesel fire engines. Further discussion and financial analysis presented by Finance Commissioners on 1/9/24. Information and recommendation will be presented to City Council on 1/22/24. Approved by Council 1/22/24.
2024-02	The Finance Commission recommends that Finance Department staff calculate a staff vacancy/turnover recovery factor. Calculate the actual dollars "recovered" during the most recent fiscal year.	Assuming each authorized staff position is budgeted at the current incumbent's rate, there is likely to be recovery of dollars while recruiting to refill when turnover occurs. It is also likely that new hires will be paid less than the outgoing.	8/22/2024	9/10/2024	Rescinded	Because only 2 Finance Commissioners were present when this recommendation was made on 8/22/24, we re-discussed this item on 9/10/24. Finance Director reported computing \$61,000 estimated vacancy, also overtime for vacancy coverages, some new staff paid more than old, recruiting cost etc. Committee decided to rescind the recommendation.
2024-03	The Finance Commission provided the City Council with its recommendation that the 2025 budget be approved as presented. The Finance Commission recommendation does not include the additional budget requests presented to City Council by City Manager, regarding additional HR staffing, Council pay, and additional support for a non profit service provider.	Each year the Finance Commission reviews and discusses various budget documents. The process starts with calendar development, moving to development of capital spending plans, CIP. Operating budgets follow. On September 10 Finance Director Pietrick presented the City Budget to Finance Commissioners.	9/10/2024	9/16/2024	Pending	September 16 - City Council receives Finance Commission budget recommendation. September 23 Council adopts a tax levy and budget. November 4 - Council reviews utility rate and fees. November 25 Council conducts Final Truth in Taxation hearing. December 2 - Council adopts final budget, levy and utility rates.
2024-04	The Finance Commission recommends approval of the utility rates as presented in Finance Commission Memorandum 4a dated 10/8/24.	The City engaged the services of Ehlers Public Finance Advisors to complete a utility rate study update of the Water, Sewer, and Storm Drainage funds.	10/8/2024	11/4/2024	Pending	Recommending 5.5% rate increase for Water Fund Operations. Recommending 0% rate increase for Storm Drainage. Recommending 0% rate increase for Sanitary Sewer Operations. Recommending 3% rate increase for Recycling Operations.

Roseville Finance Commission Recommendation Tracking Report - Definitions

Status	Definition
Pending	Recommendation has not yet been presented to the City Council
Received	Recommendation has been received by the City Council but has not received a formal reply or action
Accepted	Recommendation has been accepted by the City Council but action has not yet been taken
Rejected	Recommendation has been rejected by the City Council and will not move further
Implemented	Recommendation has been accepted by the City Council and action has been implemented
Rescinded	Recommendation has been rescinded by the Finance Commission
Received - Closed	Recommendation has been received by the City Council but has not received a formal reply or action and will be considered closed from future updates tracking.
Received - Further Development	Recommendation has been received by the City Council and returned to the Commission for modifications or further development.

Roseville Finance Commission Agenda Item

DATE: November 12, 2024

ITEM: 4.b.

ITEM DESCRIPTION: Adopt 2025 Meeting Calendar

Background

The Commission is asked to establish a 2025 meeting calendar to allow for advanced public notification of scheduled meetings and to help guide the development of an annual work plan.

While the Commission historically meets on the second Tuesday of each month, State Law prohibits the holding of any local government meetings during the primary or general election dates. For 2025, the primary will be held on Tuesday, August 12 which falls on the second Tuesday of the month. As a result, the Commission will need to hold its August meeting on a different date. Staff suggests the August meeting be held on Wednesday, August 27, 2025.

In addition, the second Tuesday in November is Veterans Day. Staff recommends moving the November meeting to Wednesday, November 12, 2025.

Recommendation

See above.

Requested Commission Action

Motion to establish the 2025 monthly Meeting Calendar for the second Tuesday of each month except for August and November, which will be held on Wednesday, August 27 and Wednesday, November 12.

Attachments

1. 2025 Finance Commission Meeting Calendar

2025 Finance Commission Meeting Dates

January 2025

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2025

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2025

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July 2025

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2025

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2025

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2025

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Note: August and November meetings are not on the 2nd Tuesday of the month

Roseville Finance Commission Agenda Item

DATE: November 12, 2024

ITEM: 4.c.

ITEM DESCRIPTION: Establish a 2025 Work Plan

Background

The Commission is asked to establish a 2025 Work Plan to allow for advanced public notification of the various topics scheduled for review and discussion. An annual work plan also aids in the scheduling of future agenda topics.

While the Commission has a number of seasonal topics associated with the City's annual financial cycle, there may be unfinished business from a previous Work Plan or items specifically assigned by the City Council that have not yet been undertaken. The Commission should consider adding those or other potential topics of discussion as well.

A draft of the 2025 Work Plan is included in *Attachment 1*. The Commission is reminded that the Work Plan merely serves as a guideline and is not intended to mandate which discussions take place or their timetable. *Attachment 2* includes excerpts of the ordinance amendments to the City Commission Code Title 2 - Chapter 201 and 208, which prescribes the Commission's scope, duties, and functions.

Recommendation

See above.

Requested Commission Action

Motion to establish the 2025 Work Plan.

Attachments

1. Annual Workplan 2025-Draft
2. Roseville_Commission_Updates_ORDINANCE-Excerpts

Roseville Finance Commission

2025 Meeting Topics & Calendar

Month	2025 Discussion Topics (Tentative)
January 14	▪
February 11	▪
March 11	▪ Select Chair, Vice-Chair, and Ethics Commission Representative ▪ Review 2024 Investment Portfolio performance ▪
April 8	▪ Review 2024 preliminary year-end cash reserve levels ▪
May 13	▪ Discuss items for Joint City Council-Finance Commission meeting ▪ Review 2024 Audit Reports ▪
June 10	▪ Finalize discussion items for joint City Council-Finance Commission meeting ▪
July 8	▪ 2026-2045 Capital Improvement Plan review #1
August 27 * Wednesday	▪ Discuss the 2026 City Manager Recommended Budget & Tax Levy ▪ 2026-2045 Capital Improvement Plan review #2 ▪
September 9	▪ Establish Recommendation on 2026 City Manager Recommended Budget & Tax Levy ▪ Establish Recommendation on 2026-2045 Capital Improvement Plan ▪
September 15	▪ Present Budget Recommendation to City Council
October 14	▪ Update on the Council-adopted 2026 preliminary Budget & Tax Levy ▪ Review and adopt a recommendation on the 2026 proposed utility rates
November 12 Wednesday	▪ Adopt 2026 Meeting Calendar ▪ Adopt 2026 Work Plan

**City of Roseville
ORDINANCE NO. 1669**

**AMENDING TITLE 2 CHAPTERS 201, 202, 203, 204, 206, 207, AND 208 TO CLARIFY
THE PURPOSE, MEMBERSHIP, SCHEDULE, DUTIES, AND FUNCTIONS OF
CERTAIN ROSEVILLE ADVISORY COMMISSIONS.**

THE CITY OF ROSEVILLE ORDAINS:

**SECTION 1: Title 2, Section 201 “Advisory Commissions” of the Roseville City
Code is amended and renumbered to read as follows:**

- | | |
|--------|---------------------------|
| 201.01 | Establishment and Purpose |
| 201.02 | Composition and Terms |
| 201.03 | Organization |
| 201.04 | Meetings and Reports |

201.01 ESTABLISHMENT AND PURPOSE.

- A. All permanent standing advisory commissions to the City shall be established by adoption of an ordinance under this Title and shall be governed by the provisions of this Chapter.
- B. Advisory commissions are established to provide a method for citizen input and are advisory to the City Council. No advisory commission will have decision-making authority for the City, except as expressly established by this Code or State Statutes.
- C. From time to time, the City Council may elect to establish other advisory groups by adoption of a resolution establishing, among other things, the purpose, membership, organization, duties, and term of service for such advisory groups.
- D. Advisory commissions and commission members will engage with the Roseville community and serve as community liaisons and resources for issues, ideas and proposals related to the commission’s subject matter, and will provide appropriate information and resources. Commissions and commission members may initiate ideas and proposals for further consideration by their commission and the City.

201.02 COMPOSITION AND TERMS.

- A. Composition: All members of advisory commissions must be residents of the City and will be appointed by majority vote of the City Council. In addition to the regular commission members, the City Council may appoint up to two additional residents of the City who are the age of 18 or under and enrolled in high school to serve one-year terms on a commission as youth commissioners.

- B. Term Length: Members shall serve terms of three years, except for youth members and the first members appointed following the creation of the commission. First members shall be appointed as follows: At least one third of the members shall be appointed for three-year terms, up to one third of the members shall be appointed for two-year terms, and the balance of the members shall serve a one-year term. Term length for any member will be established by the Council at the time of the appointment.
- C. Oath of Office: Every appointed member, before beginning his or her duties shall take an oath stating that he or she will faithfully discharge of the duties of the commission to which he or she was appointed. Individual commissioners are expected to understand and adhere to the Roseville Ethics Code and attend the annual ethics training.
- D. Expiration of Terms: A member's term shall expire on March 31 of the year of the expiration of the term, or at such time as a successor is appointed. Youth commissioner terms expire on July 31 of each year.
- E. Term Limits:
 - 1. Members are eligible to serve two consecutive full terms on a commission in addition to any partial term served to complete an unexpired term resulting from a vacancy or an initial term upon creation of a commission.
 - 2. When members of an existing commission are transferred by the City Council to a new commission, term limits apply to the combined time on both commissions.
 - 3. Youth commissioners may serve up to three consecutive terms. Youth commissioners may not be appointed or re-appointed to a term during which they will turn 19 years of age.
 - 4. Upon completion of service on one commission, residents can be eligible for appointment to another commission, or after a period of at least one year, for appointment to the same commission on which they have previously served.
 - 5. The Council may reappoint a person for a period not exceeding one additional year if the Council, by four-fifths vote, determines that reappointment is in the best interest of such commission and the City.
- F. Vacancies: Vacancies during a term shall be filled by the City Council for the unexpired portion of a term per the City's appointment policy. A vacancy occurs in any of the following circumstances: resignation, residence outside the City, removal, or death. The City Council reserves the right to defer filling commission vacancies for any length of time deemed necessary.

- G. Attendance: It is the expectation that commissioners attend all meetings of the commission. An absence is considered the same whether it is excused or unexcused. If a commissioner is absent three consecutive meetings and/or misses a total of 30% or more of commission meetings in a rolling 12-month period, the staff liaison or commission chair will forward the information to the City Council.
- H. Removal: Members may be removed by the City Council without cause. A member's removal shall be by majority vote of the City Council. In addition:
 - 1. If a member fails to comply with the Roseville Ethics Code, the City Council may remove the member.
 - 2. If a member has absences from more than three consecutive commission meetings or is absent from more than 30% of the meetings in any rolling 12-month period, the City Council may remove the member.
- I. Compensation: Members of all advisory commissions shall serve without compensation.

201.03 ORGANIZATION.

- A. Election of Officers: At the last meeting preceding the end of regular terms of appointment, or at such other time as required by State Statutes, each advisory commission shall elect a chair and vice-chair from among its appointed members for a term of one-year and appoint a member to serve on the Ethics Commission as described in Chapter 207 of this code.
- B. Governing Documents: City Code and State Statutes will govern commission activities. A commission shall not adopt separate by-laws or rules to govern commission duties or activities.
- C. Committees, Subcommittees and Task Forces: Commissions may by majority vote appoint committees or subcommittees of their own members from time to time as required for the conduct of their business. Subcommittees shall report on work underway and completed on a regular basis to the full commission. The formation of any other committees, task forces and/or alternate work groups would be subject to the provisions of this Chapter and shall be created only after approval of the City Council.
- D. Logo and Materials: To reflect the official nature of the commission and to preserve consistency of the City's brand, only the official city logo or a Council-approved derivative of the logo, which contains the words "City of Roseville," shall be used on commission materials.
- E. Accessibility: Commission members will be available to residents of the City by providing a preferred phone number or email address that can be used on the City website and/or on

print materials.

- F. Staff Liaison: Each commission will be served by a staff liaison to assist in meeting planning and commission processes and serve as a conduit to city staff and the City Council.
- G. New Commissioner Training: New commission members will receive both general and commission-specific training from the staff liaison and commission chair before beginning their term.

201.04 MEETINGS AND REPORTS.

- A. Meeting Schedule: Prior to the start of each calendar year, each commission shall adopt a regular meeting schedule for the coming year. Commissions may amend their regular meeting schedule, cancel meetings, or call special meetings as needed by majority vote at a regular commission meeting. Commissions shall meet at least monthly, except as otherwise required by this Code or State Statutes. A regular meeting may be cancelled by agreement of the Chair and Staff Liaison if they determine that there is no business requiring a meeting. A special meeting of a commission may be called by the commission chair and/or the City Manager between regular meetings after consultation and approval of both parties.
- B. Joint Meeting with City Council: At least once a year, each commission shall meet with the City Council to report on the previous year's work and to discuss work plans and pending issues for the upcoming year. Commissions may request additional joint meetings with the City Council whenever necessary to share information or seek guidance. A staff liaison is assigned to assist each commission and will work with the City Manager to schedule any joint meetings.
- C. Open Meeting Law and Data Practices: All meetings of a quorum of a commission need to be properly noticed and shall be subject to the requirements of State Statutes section 13D, as applicable. Individual commissioners are expected to understand and adhere to applicable state laws and statutes. When a vacancy exists on a commission, a quorum shall consist of a majority of the commission's non-vacant seats.
- D. Rules of Order: All commissions shall be subject to the same Rules of Order as are adopted annually by the City Council.
- E. Meetings: Commission meetings shall be held in a public place and the time, date, and location of the meeting shall be publicly noticed. Commission must allow time for public comment on each agenda item and at a Public Comment portion of the agenda at the beginning of each meeting. All meetings shall be televised and recorded for future

reference. External site tours by a commission shall be exempt from being televised, but such tours shall be publicly noticed as all other commission meetings.

- F. Minutes and Reports: Commissions are required to keep a record of all resolutions, transactions, findings, and other actions as well as other recommendations, votes, reports, studies, and other documents created or performed by or for a commission. Minutes of the meeting shall be detailed in the same way as the City Council minutes are written. All documents so recorded are public records.
1. Receive updates and provide recommendations to staff and the City Council regarding preservation of public green space, environmental stewardship of parkland, and climate resilience.
 2. Act in all matters relating to the Urban Forest Management Ordinance contained in Chapter 706 of this code and will also act as the Tree Board as set forth in section 706.03 of this code.

SECTION 7: Title 2, Section 208 “Finance Commission” of the Roseville City Code is amended and renumbered to read as follows:

- 208.01 Establishment and Purpose
- 208.02 Membership
- 208.03 Scope, Duties and Functions

208.01 ESTABLISHMENT AND PURPOSE.

There is established a Finance Commission of the City. The Finance Commission is established to provide a method for citizen review and input regarding the financial affairs of the City. The Finance Commission shall advise the City Council, City Manager, and City Finance Director, though it does not have decision-making authority except as expressly established by City Code.

208.02 MEMBERSHIP.

The commission will consist of seven members appointed by the City Council. A minimum of three members must have financial management experience or training.

208.03 SCOPE, DUTIES, AND FUNCTIONS.

The City Council has created the Finance Commission to serve in an advisory capacity regarding the City’s financial matters to make recommendations that will provide clarity, transparency, and accessibility of financial information, to review policies and offer strategies for improved budgeting and funding for present-day operations and future needs, and to review the City’s

financial affairs.

The duties and functions of the commission may include:

- A. Advise on short and long-term financial policy matters, including but not limited to cash reserve funds, budgets, financing, and capital replacement policies.
- B. Review and recommend funding strategies for the Capital Improvement Plan.
- C. Recommend budget goals including but not limited to spending levels, local tax rate, utility rates, and tax levy targets, for the general budget, the EDA and all funds.
- D. Review and recommend standardized budget and financial reporting methods and tools to make financial communications and budget information more transparent, comprehensible, and accessible to the public.
- E. Review and recommend the annual timeline and process for creating city budgets.
- F. Review the annual financial information, the annual audit report and management letter.
- G. Review the City's financial affairs and investment policy and portfolio and bring to the City Council any items of concern or suggested improvements.
- H. Perform other duties and functions or conduct studies and investigations as specifically directed or delegated by the City Council.

SECTION 8: Effective date.

This ordinance shall take effect upon its passage and publication.

Passed by the City Council of the City of Roseville this 11th day of March 2024.

**Roseville Finance Commission
Agenda Item**

DATE: November 12, 2024

ITEM: 5.a.

ITEM DESCRIPTION: Discussion on roles/specialization among Commissioners as requested by Chair Bester

Background

Chair Bester would like to discuss roles and potential specialization among the Finance Commissioners. Potential areas of specialization are: audit, utility rates, investments, debt, capital improvements, levy, communication, and campus plan.

Recommendation

For discussion purposes only.

Attachments

None