



Finance Committee
Tuesday, August 19, 2025 - 5:30 PM
MINUTES

1. Call to Order/Roll Call

Committee Chair Donald Barnard called the Finance Committee meeting for August 19, 2025 to order at 5:34 pm

Members Present - Don Barnard, Bob Orsini, Jeff Barr
Absent - None

Staff present - Sean Staneart, Dave Delande, Jack Liggett, Rusty Smart, Tiffany Hollis, Ryan Green, Wes Kobel, Teresa Monroe

Public present - Miss Barnard

2. Action on Minutes

a. June 17, 2025

ACTION: Bob Orsini moved to approve; Jeff Barr seconded and all were in favor.
AYES: Donald Barnard, Bob Orsini, Jeff Barr
NOES: None
ABSTAIN: None

Passed 3 - 0

3. Finance Update

Finance Director Dave Delande said that Mr. Barr previously requested to see the budget associated with personnel costs. Committee was provided materials which were reviewed by Mr. Delande. Personnel costs in the General Fund, Police Department, Zoning, Administrative, Council, Mayors Court and Finance, total percentage of personnel costs came to about 45.1% of the General Fund. Streets running a little high at 67.3%, but was noted that the revenue in there is inflated by a transfer of \$165,000 from the General Fund so if that were pulled out it would probably be right around 40%. Water operations are running about 48% and sewer operations about 54%. Mr. Delande also provided a snapshot of each department's total budget associated with the revenue and answered committee questions.

Mr. Orsini asked if there were any dates set to begin budget. Mr. Delande said he would be sending out a timeline, he said they would try to get the books sealed up in September so they have nine months of actual data then department budgets will be distributed to directors by mid-October and budget meetings can be scheduled for November and early December.

Jeff Barr said he sent Sean and Dave an email last month about expenditures, fiscal year 2024 and 2025, asking where we are at on our MUC program. Sean Staneart said he can

give them 2024 because it was part of the presentation in early January, he thinks for this years budget they had projected \$160,000 - \$180,000 for a collective of things, engineering, legal, consultation etc., he knows they are probably getting close to that. Mayor Barnard asked staff to put together the 2024-2025 costs and get that to them. Mr. Barr said he is looking for costs all in... consultants, engineers, lobbyists, everything. Sean Stanearth said that 2024 expenditures were around \$216,000, that incorporated the engineering and facility plan.

4. Appropriation for Informational Signage

Tiffany Hollis said that Jack Liggett pulled some designs and got pricing for the city to start branding all of its signs. She provided the committee with sign designs for the city entrances that have the name of the Mayor. Discussion on carrying the "branding" further to street signs. Jack Liggett to get a current count of street signs and provide a quote for replacement; committee to review costs. There is a desire by the committee to brand signs going forward, Mr. Orsini said it all comes down to cost, they will need to get into the budget. Sean Stanearth suggested looking at this as two task items, the informational signs coming into the city, with the mayor name, that is something not currently there, if they wanted to act on that, they could. On the other piece, the city also has a specification sheet written and if they picked a design, put that into the specs, developers could then purchase that particular sign moving forward. It would not go back and replace all signs but it would moving forward.

Committee gave direction to get official designs and present them to Safety and Service Committee.

5. PD Sergeant discussion

Chief Smart provided information requested previously by the committee. He reviewed scheduling and needs another Sergeant to help with round the clock coverage. The ask currently is for a Patrol Sergeant to cover shifts, he said he needs someone on day shift. This would be promoting someone we have to Sergeant, officer number would remain ten. Chief said he will be well within his budget for personnel costs this year and would be \$12,000 additional next year. Sean Stanearth said originally, at the beginning of the year, there was discussion about adding two officers, budgetarily we have enough funds to hire a Sergeant, but because at the beginning of the year it was represented in a different way, he thought it was advisable to have the conversation with council. Committee is good with the request, and will update full council.

6. Other Business

1. Jack Liggett said that Bowen is asking for a second time if there are any community projects they are able to contribute to. Tiffany Hollis to get with Jack tomorrow.
2. Jeff Barr asked if there were any updates on the missing years for the state audit. Dave Delande said he got a call today, on the 2021, he is going to get a draft, he thinks on Monday, and he would like to address that with finance. 2022-2023 is on hold until 2021 is finalized.

7. Adjourn

A motion and second to adjourn carried 3-0 and the meeting ended at 6:15