MINUTES

COUNCIL FINANCE, HUMAN RESOURCES and CITIZEN APPOINTMENT COMMITTEE

Monday, August 26, 2024 – 11:00 AM
City Hall Council Chambers

Members Present:	Lauren Wise, Chair, Council Member Gary Daniel, Vice-Chair, Council Member (Arrived at 11:05 AM) Susan Miller, Citizen Member
Staff Present:	Wilson Hooper, City Manager Dean Luebbe, Assistant City Manager/Finance Director Kelley Craig, Human Resources Director Becky McCann, Communications Coordinator Denise Hodsdon, City Clerk
Guests:	Harvey Sankey

A. Welcome & Call to Order

Committee Chair Lauren Wise welcomed everyone and called the meeting to order at 11:01 AM.

B. Certification of Quorum

Quorum was certified by City Clerk Denise Hodsdon.

C. Approval of Agenda

Motion by Mr. Daniel, seconded by Ms. Miller to approve the agenda as presented. The motion carried unanimously.

D. Approval of Minutes of April 22, 2024 Meeting

Motion by Ms. Miller seconded by Mr. Daniel to approve the minutes of the June 3, 2024 meeting as presented. The motion carried unanimously.

E. ARPA Financial Policies

Mr. Luebbe explained that Federal ARPA guidelines require the City to approve specific Finance policies to be eligible for reimbursement. He presented the following five

policies for the committee's consideration and noted that they are standard boilerplate policies:

1. Conflict of Interest Policy
2. Cost Principles Policy
3. Eligible Use Policy
4. Nondiscrimination Policy
5. Record Retention Policy

Mr. Daniel moved, seconded by Ms. Miller to send the ARPA policies to full Council with a recommendation to approve. The motion carried unanimously.

F. County Transportation Advisory Committee Appointment

Mr. Hooper reported that Council Member Mac Morrow is willing to serve as the City's representative on the Transportation Advisory Committee. Mr. Daniel moved, seconded by Ms. Miller to refer Council Member Mac Morrow to full Council for appointment to the Transportation Advisory Committee if there is no other interest. The motion carried unanimously.

G. Review of Applications for Boards/Committees

1. ABC Board

The ABC Board has two upcoming vacancies in September and applications were received from five citizens. Ms. Miller is one of the applicants, therefore she recused herself from discussion of the applications. Following review and discussion of the applications, Mr. Wise moved, seconded by Mr. Daniel to refer Susan Miller and Paula McKeller to full Council for appointment to the ABC Board. The motion carried 2-0.

2. Board of Adjustment

The Board of Adjustment has one upcoming vacancy in September and three in November. Applications were received from three citizens and Mr. Wise recused himself from discussion as one of the applicants is his wife. Following review and discussion, Ms. Miller moved, seconded by Mr. Daniel to recommend to full Council the appointment of Jackson Tate for the seat expiring in September; the reappointment of Peter Offen for his seat expiring in November; and the appointment of Reid Wood for an Alternate Member seat expiring in November. The motion carried 2-0.

3. Planning Board

The Planning Board has two upcoming vacancies in September and one newly added city-appointed seat, and applications were received from six citizens. Ms.

Miller was one of the applicants but withdrew her application. Mr. Wise recused himself from discussion as one of the applicants is his wife. During discussion, Mr. Daniel noted that there was a lack of diversity on the Planning Board and the committee agreed to extend the recruitment period for the newly added city-appointed seat to recruit more candidates. Mr. Daniel moved, seconded by Ms. Miller to refer Greg Hunter and Reid Wood to full Council for reappointment to the Planning Board. The motion carried 2-0.

4. Dangerous Dog Appellate Board

The Dangerous Dog Appellate Board has two vacancies – one citizen member and one veterinarian member – and one application was received for each seat. Mr. Daniel moved, seconded by Ms. Miller to recommend to full Council the appointment of Dr. Thomas Cox as the veterinarian member and Susan Azar as the citizen member. The motion carried unanimously.

H. Public Comment – Harvey Sankey had questions regarding the use of Fund Balance funds in the adopted FY 2024-2025 Budget. Mr. Hooper and Committee Members answered his questions.

I. Set Date for Next Meeting

The next meeting of the Finance & Human Resources Committee will be on Tuesday, September 17, 2024, at 3:30 PM.

J. Adjourn

There being no further business, the meeting was adjourned at 12:08 PM.

X _____

Lauren Wise
Chair, Council Member

Minutes Approved: September 17, 2024

X Denise Hodsdon

Denise Hodsdon
City Clerk