

Budget Committee December 17, 2024 Action Minutes

1. December 2, 2027 Action Minutes Meeting Document – No action received
2. Classification/Compensation Study Schedule Update
 - a. Staff to go back to the consultant for the class and comp study and ask if they can complete the final report by January 31st instead of February 14th.
 - b. Staff to work with consultant to have a draft class and comp study report ready for the Budget Committee (BC) to review on February 10th.
 - c. Staff to send out calendar invite for the goal setting meeting on February 25th after confirming with the Agenda Review Committee.
3. Fiscal Analysis Funding for EIFD
 - a. Community Development Department to bring proposal for funding the fiscal analysis for the Enhanced Infrastructure Financing District to City Council on February 4th.
4. Budget Terminology of Clarity – No action
 - a. Item was pulled and to return on the next budget committee meeting of 1/13/25
5. Financial Policy: Budget Control, Adjustment, Transfers, and Revisions
 - a. CM to revisit the budget policies with the Budget Committee when preparing for next year's budget process.
 - b. At the request of budget committee – any budget considerations for Fire related cost need to be clear which bucket cost will be coming from whether it's \$1.5M from general fund or \$500K from Measure H funds.
6. Standing Topics:
 - a. Fire Ad Hoc Update
 - i. Citygate contract – no action
 - ii. Stipend Policy – item on 12/17/24 council meeting to approve the policy and funding for this is already in budget, no budget impact – No action needed.
 - iii. Captain job description – job description and salary ranges to be discussed by city council tonight 12/17/24 and no impact on budget. Councilmember Maurer supports the position, however Mayor Zollman was not in favor of this position to move forward in the recruitment process until budget committee has a chance to discuss as currently the captain position in general is lack of context. Request for the item to come before the BC on 1/13/25
 - iv. Expansion of staff
 - v. Measure H agreement with County – As the item is moving forward to 1/7/25 meeting, request by the committee to ensure this meet the LAFCO deadline
 - vi. Other – None
 - b. Increase Revenue/Reduce Expenditures
 - i. Request the CDD to present a fiscal analysis to BC on the savings from merging the Planning Commission and the Design Review Board at the meeting on January 13, 2025
 - ii. Request the CDD to include an update on the \$92,000 in projected savings from department regarding reimbursement from time spent for grant and

other projects; to be included in mid-year budget review or sooner with update of long term budget model.

- iii. Request and update on other department merger that have been heard for quite sometime and what this the status of that.

7. Barlow Hotel/Contracting Assistant

- a. Community Development to bring an item to City Council on January 7th regarding Jane's new contract for the Barlow Hotel project and potential fee reductions. Barlow will pay for this contract assistance. Potential of fee reductions and BC asked for what those fees are and how was it done with other hotel development in the past. In agreement to have 3rd party analyzing what would be the appropriate fees whether delay or defer payment.

8. Discussion of future meeting schedules

- a. January 13, 2025 starting at 3:30PM
- b. February 10, 2025 starting at 3PM

9. Meeting Recap – Staff to send out the action minutes for committee to weigh in.