

MINUTES  
FINANCE AND POLICY COMMITTEE MEETING  
JANUARY 4, 2022, 6PM  
CITY HALL - COUNCIL CHAMBERS 5 E. BUTLER ROAD  
4<sup>th</sup> committee meeting

Committee Members present: Michael Reynolds (Chair), Carol King, Diane Kuzniar  
Others present: Finance Director Holly Abercrombie, HR Director Mark Putnam, and City Administrator Brandon Madden

1. Call to Order- Chairman Reynolds
2. Public Comment- None
3. Reading and Approval of Minutes
  - a. Finance Committee Meeting: December 6, 2021

**Motion:** Councilwoman Kuzniar made a motion to approve the minutes with Councilwoman King seconding.

**Vote:** The vote was unanimous (3-0).

4. Reports or Communications from City Officers
  - a. City Administrator Brandon Madden
    - i. Budget Review  
City Administrator Madden reported that the administration budget is where it should be.
  - b. Finance Director Holly Abercrombie
    - i. Budget Review- Ms. Abercrombie reported the City's financials look good.
    - ii. FY 23 Budget Update

The Capital Improvement Program submittals are complete. Mr. Madden sent out a budget memo so department heads have the budget documents to start looking at.

- c. HR Director Mark Putnam

Mr. Putnam reported open enrollment went well.  
It is time to have a class/comp study done and staff will be looking at starting that process.

5. Unfinished Business- There is no unfinished business.
6. New Business- There is no new business.
7. Public Comment- None
8. Committee Concerns- None
9. Adjournment- Chairman Reynolds adjourned the meeting at 7:40 p.m.

Respectfully Submitted,  
Cindy Miller  
Municipal Clerk