

**MINUTES**  
**FINANCE AND POLICY COMMITTEE MEETING**  
**JULY 1, 2024, 6PM**  
**CITY HALL - COUNCIL CHAMBERS 5 E. BUTLER ROAD**  
**1<sup>st</sup> and only committee meeting**

Committee Members: Michael Reynolds (Chair), Members Carol King and Taft Matney  
Others present: HR Director Mark Putnam and City Administrator Seth Duncan. Finance Director Holly Abercrombie was not present.

**1. Call to Order-** Chairman Reynolds

**2. Public Comment-** None

**3. Reading and Approval of Minutes**

a. Finance Committee Minutes-June 3, 2024

**Motion:** Councilman Matney made a motion to approve the minutes as distributed.  
Councilwoman King seconded the motion.

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

**4. Reports or Communications from City Officers**

- a. City Administrator Seth Duncan- Mr. Duncan reported the new fiscal year starts today.
- b. HR Director Mark Putnam- Mr. Putnam reported the City is recruiting for Assistant City Administrator and Special Projects Manager. The police and fire departments are almost at full staff even with the new positions.

**5. Unfinished Business-** There is no unfinished business.

**6. New Business**

a. Adams Glen Pump Station Fee

The Adams Glen subdivision is being built along Ashmore Bridge Road near Ranch Road. The community will consist of 273 developed parcels at full buildout and is being built by DR Horton. The developer recently platted Phase 1 consisting of 165 lots. The pumpstation has been installed by the developer, is still under warranty, but has been handed over to the City of operation.

Subdivisions requiring the use of a pumpstation are assessed an annual fee for the operation, maintenance and future capital needs of the pumpstation. This is an ordinance to adopt an initial fee.

**Motion:** Councilwoman King made a motion to send this item to Council with Councilman Matney seconding.

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

**7. Public Comment-** None

**8. Committee Concerns-** None

**9. Adjournment-** Chairman Reynolds adjourned the meeting at 6:09 p.m.

Respectfully Submitted,  
Cindy Miller  
Municipal Clerk