

CALL TO ORDER

The Finance/Personnel Subcommittee special meeting was called to order at 4:45 p.m. in the Upright Conference Room, 27215 Base Line, Highland, California.

ROLL CALL

Present: McCallon, Timmer
Absent: None

PUBLIC COMMENT

None

BUSINESS ITEMS

1. Minutes - September 3, 2024 Meeting
Approved the Minutes as submitted.
2. 2023/2024 Annual Comprehensive Financial Report (ACFR), Single Audit Report on Federal Award Programs, Independent Auditor's Report on Internal Controls, Audit Conclusion Letter, and Gann Limit (Appropriations Limit) Letter
The Subcommittee reviewed and approved the item be brought forward to City Council and recommended they receive and file the Annual Comprehensive Financial Report (ACFR), the Single Audit Report on Federal Award Programs, Independent Auditor's Report on Internal Controls, Audit Conclusion Letter, and Gann Limit (Appropriations Limit) Letter.
3. Annual AB 1600 Development Impact Fee Report for Fiscal Year 2023/2024
The Subcommittee reviewed and approved the item be brought forward to City Council to receive and file the AB 1600 Development Impact Fee Annual Report for Fiscal Year 2023/2024.
4. Annual Developer In-Lieu Fee Report for Fiscal Year 2023/2024
The Subcommittee reviewed and approved the item be brought forward to City Council to receive and file the Developer In-Lieu Fee Annual Report for Fiscal Year 2023/2024.
5. Resolution No. 2024-____, Establishing Employee Salaries
The Subcommittee:
 - 1) Reviewed and approved the items be brought forward to City Council to approve a 5% salary increase beginning January 1, 2025, for the Assistant Public Works Director; and
 - 2) Approved Resolution No. 2024-____, establishing employee salaries.

6. Budget Adjustments for Emergency Preparedness and Response Efforts as a Result of the Line Fire for Fiscal Year 2024/2025

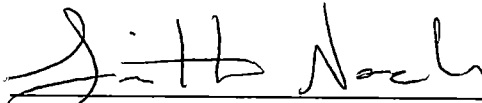
The Subcommittee:

- 1) Approved a budget adjustment in the amount of \$99,999 from the General Fund reserves (Fund Balance 001-2100) to be expended from 001.1450.4260 for immediate emergency preparedness and response efforts;
- 2) Authorized the City Manager to approve contracts and purchase orders up to the Finance Subcommittee's authority limits for items related to emergency preparedness and response efforts;
- 3) Recommended City Council approve an additional budget adjustment in the amount of \$200,001 from the General Fund reserves, Economic Uncertainty Fund balance (001-2550), to be expended from 001.1450.4260. This adjustment will bring the total budget for emergency preparedness and response efforts to \$300,000 for Fiscal Year 2024/2025; and
- 4) Recommended City Council authorize the City Manager to approve contracts and purchase orders up to the total budgeted amount of \$300,000 for emergency preparedness and response efforts.

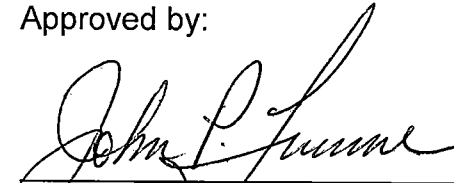
ADJOURN

There being no further business, the meeting was adjourned at 5:32 p.m.

Submitted by:


Lissette Nock, Deputy City Clerk

Approved by:


Subcommittee Member