



**MINUTES
OF THE
REGULAR MEETING
BUDGET & AUDIT COMMITTEE**

MONDAY, FEBRUARY 10, 2025

1. **CALL TO ORDER AND ROLL CALL** – The meeting was called to order at 4:00 p.m. by Mayor Trupiano held in-person in Hoyer Hall, Clayton Community Library, 6125 Clayton Road, Clayton, California. Committee members present: Vice Mayor Wan and Mayor Trupiano. Staff present: City Manager, Kris Lofthus; Assistant City Manager, Regina Rubier; City Clerk/Assistant to the City Manager, Stephanie Cabrera-Brown

2. **PUBLIC COMMENT ON NON - AGENDA ITEMS**

Members of the public may address the City Council on non-agendized items within the Council's jurisdiction. To ensure an orderly meeting and an equal opportunity for everyone, each speaker is limited to three (3) minutes, or the time established by the Mayor. In accordance with State Law, no action may take place on any item not appearing on the posted agenda. The Council may respond to statements made or questions asked or may at its discretion request Staff to report back at a future meeting concerning the matter.

Public comment and input on other agenda items will be allowed when each item is considered by the Council.

There were no members of the public wishing to speak to non-agenda items.

3. **ACTION ITEMS**

- (a) **Approval of the January 13, 2025, Minutes**

Mayor Trupiano opened the item for public comment; There were no members of the public wishing to speak to this item.

It was moved by Vice Mayor Wan and seconded by Mayor Trupiano to approve the January 13, 2025, Meeting Minutes. (Passed; 2-0)

(b) Review Hdl Contract and Performance for Business License Services Vendor and Recommend Change in Policy for Business License Filing Investment Management and Advisory Services Vendor

Regina Rubier, Assistant City Manager, presented an overview of Hdl Contract and Performance for Business License Services and requested to defer the Change in Policy discussion. Following discussion by the Committee, Mayor Trupiano opened the item to public comment;

Howard Kaplan – Spoke regarding the cost associated and the term of the agreement.

Lauren Kindorf – Spoke regarding the need of consistent management to oversee the contract.

Mayor Trupiano closed public comment.

The Committee requested that staff return the item at a later date, and schedule Hdl to attend the meeting.

(c) Receive Mid-Year Budget

Regina Rubier, Assistant City Manager, provided an overview of the Mid-Year Budget. Following discussion by the committee, Mayor Trupiano opened the item to public comment; there were no members of the public wishing to speak to this item.

The Committee received the Mid-Year Budget Update. No action was taken.

(d) Recommend to the City Council a Revised Salary Schedule for the Position of Chief of Police in the FY 2024-25 Annual Budget.

Regina Rubier, Assistant City Manager, provided an overview of the proposed job descriptions and related pay ranges and benefits. Following discussion by the committee, Mayor Trupiano opened the item to public comment:

Howard Kaplan – Spoke regarding the budgetary burden of the Chief of Police salary, Why Moraga was not included in the comparability list, and if there were any internal candidates being considered.

It moved my Vice Chair Wan, seconded by Mayor Trupiano to Recommended approval of a Revised Salary Schedule, including the 4% increase at the step level, for the Position of Chief of Police to the City

Council.(Passed; 2-0)

4. **ADJOURNMENT** – on a call by Mayor Trupiano, The City Council adjourned its meeting at 5:13 p.m.

The next regularly scheduled meeting of the Budget and Audit Committee will be March 17, 2025.
