



**Long-Term Financial Policy and Audit
Subcommittee
Regular Meeting Minutes - Draft**

Thursday, September 25, 2025

4:00 PM

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order by Chair Stapp at 4:00 PM.

Present: 3 - Chair Mark Stapp, Caroline Bañuelos, and Jeff Okrepkie

Also Present: City Manager Maraskeshia Smith, Assistant City Manager Jason Nutt, Chief Financial Officer Alan Alton, Interim Chief Financial Officer Scott Wagner, Budget Manager Veronica Conner, HCS Director Megan Basinger, Deputy Director Recreation Jeff Tibbetts, ASO Kate Goldfine, ASO Jacqui Hamann, HCS Manager Kelli Kuykendall.

2. PUBLIC COMMENTS NON-AGENDA MATTERS

None.

3. APPROVAL OF MINUTES

3.1 Meeting Minutes

Attachments: [Regular Meeting Minutes - LTFPA - 8-14-2025 - draft](#)

Approved as submitted.

4. SCHEDULED ITEMS

4.1 GENERAL FUND FINANCIAL UPDATE

Presenter: Scott Wagner, Interim Chief Financial Officer

Purpose: A presentation by the CFO on the preliminary, unaudited financial results for fiscal year 2024-25. This briefing will include a summary of performance across major revenue and expenditure categories and preview of the information being brought to the City Council on 10/21/2025.

Recommendation: Information

Attachments: [Presentation \(Uploaded 9-26-25\)](#)

The committee discussed the presentation.

Janice spoke on a non agenda related matter and offered appreciation on the presentation and the steps being taken moving forward.

received and filed

4.2 HOUSING AND COMMUNITY SERVICES DEPARTMENT FINANCIAL UPDATE

Presenter: Megan Basinger, Director of Housing and Community Services

Purpose: The Housing and Community Services Department will present a performance review to the Committee, comparing the Fiscal Year 2024-25 budget against actual results. The review will detail staffing allocations, costs for services and supplies, and fee revenues. This is the first in a series of departmental reviews, with others to be scheduled for later meetings.

Recommendation: Information

Attachments: [Presentation \(Uploaded 9-26-25\)](#)

The committee discussed the presentation.

Janice spoke on employee longevity, City Hall infrastructure and IT efficiencies.

received and filed

5. FUTURE AGENDA ITEMS

Members and Staff discussed future agenda items to include a Facilities Discussion and a CalPERS Presentation. Future meetings will include department budget presentations.

6. ADJOURNMENT

The meeting was adjourned by Chair Stapp at 5:55 PM.

Approved on:

Victoria Luna

Recording Secretary