



Finance Committee Meeting
Monday, December 9, 2024 4:30 PM
Administration Conference Room, City Hall

Minutes

1. Call to Order

Chair Wylie called the December 9, 2024, meeting to order at 4:31 p.m. A quorum was present.

Members Present: Chair Douglas Wylie, Vice Chair Bob Bennett, Philip Wassmer, Dean Katerndahl and Michael Lee

City Staff Present: City Administrator Alexa Barton, Deputy City Administrator/Finance Director Bryan Kidney, Assistant City Administrator Jeffery Rhodes, Police Chief Kevin Chrisman (*via videoconference*), Public Works Director Dan Harper (*via videoconference*), Parks & Recreation Director Brittanie Propes and City Clerk Melissa McChesney

2. Financial Updates

City Administrator Alexa Barton said that Hood & Associates would conduct the 2024 audit and a request for proposals would be solicited for audit services in 2025. She added the 2025 audit would include a single audit for any grants received that were over \$750,000.

3. Action Items

A. Approve the minutes for the November 25, 2024, meeting

Bob Bennett moved to approve the minutes for the November 25, 2024, meeting. Philip Wassmer seconded; motion passed 5-0.

B. Approve a lease with Creekside Commercial, LLC for a Police Department satellite/substation

City Administrator Alexa Barton stated that City Attorney John Mautino was working with the attorney for Brian Mertz on a lease that included financing details. Mr. Mertz would complete the tenant finish. The satellite/substation would include a storage room that would turn into an office in the future and an area for other staff to meet. Barton added that the lease rate would be flat for the first four years and increase two percent annually thereafter. The estimated move-in date was June 1, 2025.

Bennett moved to recommend that the Board of Aldermen approve the lease with Creekside Commercial, LLC for the Police satellite/substation located in the western area of Parkville, generally known as Creekside. Wassmer seconded; motion passed 5-0.

4. Non-Action Items

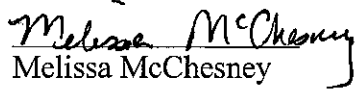
5. **Unfinished Business (postponed from prior meetings)**

6. **Other Business**

7. **Adjourn**

Chair Wylie adjourned the meeting at 4:45 p.m.

Submitted by:


Melissa McChesney
City Clerk

January 13, 2025
Approval Date