

Committee Name: City Council - Finance Committee

Location: 50 Payson Ave., Conf. Rm. 1 and Remote by Google Meet

Date: January 14, 2026

Members Present: Tom Peake (Chair), Koni Denham, Jonathan Schmidt

Members Absent: None

Also in Attendance: Mary Ann Giza, City Clerk; Hetal Patel, Auditor; Brook Johnson, Treasurer

Meeting called to order at 5:30pm by Chair Peake

1. **Approval of Prior Meeting Minutes:** None

2. **Mayor's Communication:** None

3. **Public Speak:** None

4. **New Business:**

- ***City Clerk's Office proposal for a vital statistics fee increase***

- Proposed change would increase the fee for birth, marriage, and death certificates from \$10 to \$15.
- Fees have not been updated since 2005, while requests have increased.
- City currently raises between \$1,000-2,000 annually through these fees.
- No Public Hearing necessary for full Council to approve, but M Giza offered to confirm.

MOTION by J Schmidt, seconded by K Denham, to recommend the fee increase to full Council. **APPROVED 3-0.**

5. **Continuing Business:**

- ***Quarterly fiscal reports from the City Auditor***

- External auditors performing annual visit next week.
- Cash reconciled as of October 2025.
- Revenue reports for FY25 should be available soon; will be shared with Committee by next meeting.

- ***Rescinding of borrowing authorizations for CitySpace restoration & Honeywell Energy Conservation Project***

- No new information

Other Notes or Documentation: None

Next Meeting: TBD

MOTION by K Denham, seconded by J Schmidt, to adjourn at 5:42pm; **APPROVED 3-0.**

Respectfully submitted by,

Jonathan M Schmidt