



## **BUDGET AND FINANCE COMMISSION SUMMARY MINUTES**

### **Regular Meeting**

**Monday, June 24, 2024 - 6:00 P.M.**

**Solana Beach Mayor's Conference Room  
635 S. Highway 101, Solana Beach, CA 92075**

#### **1. Call To Order And Roll Call:**

Chairperson Lyle called the Budget and Finance Commission (Commission) Meeting to order at 6:04 p.m. on June 24, 2024.

Budget & Finance Commissioners:

Present:

Jeff Lyle – Chair  
Scott Hermes  
Ken Zito  
Larry Marmon

Staff Members/Other:

Rachel Jacobs, Finance Director/Treasurer  
Kristine Pratt, Senior Accountant

#### **2. Oral Communications - Public:**

Chairperson Jeff Lyle opened this portion of the agenda which provides an opportunity for members of the public to address the Commission on items not appearing on the agenda. There were no members of the public to speak to any item not on the agenda.

#### **3. Oral Communications – Commission Members:**

Chairperson Jeff Lyle asked Commission members if they wished to address the Commission on items not appearing on the agenda. No members of the commission wished to speak to any item not on the agenda.

#### **4. Approval of Meeting Minutes – May 20, 2024**

Meeting minutes for May 20, 2024 were unanimously approved.

#### **5. Approval of Revised Regular Meeting Schedule**

Finance Director Rachel Jacobs introduced a proposed revised meeting schedule for future Budget and Finance Commission meetings. The proposed schedule would reduce the meetings to five times a year with the possibility of special meetings if needed. Director Jacobs discussed

with the City Clerk if any further action was needed to adopt a new schedule and was told that no further action was needed. The Commission members agreed to keep the current second Monday of the month for the scheduled meetings. This new schedule will start now and going forward. As a side note, Director Jacobs mentioned that the budget presentation for Council could be pushed from June 26<sup>th</sup> to July 10<sup>th</sup>.

## **6. FY 2025 Budget Update**

Finance Director Jacobs presented the FY2025 Budget Update presentation. After presenting the council resolutions passed-to-date and the new general fund surplus, Director Jacobs discussed the requested general fund revenue and expenditure adjustments. Commission member Hermes asked about the city's history with HDL. Director Jacobs was going to look into that. Director Jacob then continued with the new requested positions for FY 2025. These were not included in this budget presentation but would be added through a separate Council resolution when the positions are approved. Director Jacobs then presented the Measure S budget changes and mentioned that the previously discussed initiative related to Measure S was not going to be on the November ballot. Director Jacobs then went on to present the CIP updates and the 5 Year CIP tables. There were no additional questions from the Commission members regarding the budget presentation.

As a side note, Director Jacobs mentioned that she would have the SEA closeout date ready for the August meeting.

## **7. City Manager Roundtable**

City Manager Alyssa Muto was not present at today's meeting, so there was no roundtable.

## **9. ADJOURNMENT**

The meeting was adjourned at 7:13 pm.

Respectfully Submitted,

  
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Rachel Jacobs, Finance Director/Treasurer