

1  
2  
3  
4  
5  
6  
7

**CITY OF LAKE FOREST PARK**  
**CITY COUNCIL BUDGET AND FINANCE COMMITTEE MEETING MINUTES**  
**February 15, 2024**

8 **It is noted that this meeting was held in person in City Council Chambers at City Hall and**  
9 **virtually via Zoom.**

10  
11 **Budget & Finance Committee members present:** Jon Lebo, Chair; Semra Riddle, Vice Chair,  
12 Paula Goode

13  
14 **Budget & Finance Committee members absent:** none

15  
16 **Councilmembers present:** Tracy Furutani, Larry Goldman, Ellyn Saunders (via Zoom)

17  
18 **Councilmembers absent:** Lorri Bodi

19  
20 **Staff present:** Tom French, Mayor; Phillip Hill, City Administrator; Lindsey Vaughn, Finance  
21 Director; Jeff Perrigo, Public Works Director; Matt McLean, City Clerk

22  
23 **Others present:** no visitors

24  
25 **CALL TO ORDER**

26  
27 Chair Lebo called the February 15, 2024, City Council Budget and Finance Committee meeting  
28 to order at 6:00 p.m.

29  
30 **ADOPTION OF AGENDA**

31  
32 **Cmbr. Riddle moved** to approve the agenda as presented. **Cmbr. Goode seconded. The**  
33 **motion to adopt the agenda as presented carried unanimously.**

34  
35 **CITIZEN COMMENTS**

36  
37 There was no one in the audience wishing to speak.

38  
39 **DIRECTOR'S REPORT**

40  
41 **December 2023 Budget Monitoring Dashboard**

42  
43 Finance Director Vaughn presented the December 2023 budget monitoring dashboard.  
44  
45

1 **Request for Possible Addition of a Part-Time Passport Clerk**

2  
3 City Clerk McLean presented the item and responded to questions.

4  
5 Director Vaughn also responded to questions.

6  
7 **Cmbr. Riddle moved** to recommend to the City Council that staff bring forward a  
8 recommendation to add a part-time passport clerk. **Cmbr. Goode seconded. The motion**  
9 **to bring forward the staff recommendation carried unanimously.**

10  
11 **Capital Improvement Projects Update**

12  
13 Public Works Director Perrigo presented the item and responded to questions.

14  
15 City Administrator Hill also responded to questions.

16  
17 **ADJOURNMENT**

18  
19 There being no further business, Chair Lebo adjourned the meeting at 7:50 p.m.

20  
21  
22 \_\_\_\_\_  
23 Jon Lebo, Chair

24  
25  
26 \_\_\_\_\_  
27 Matt McLean, City Clerk