

Administration and Finance Standing Committee

March, 12 2024 – 9:00 a.m., City Hall

The public may also access the meeting using Zoom:

One-click link: <https://us06web.zoom.us/j/86507036121?pwd=YFTYXanv4dbtdhqf4FCblgKCSdcNYw.1>

One-touch Mobile Access: <tel:+16699006833,,86507036121-,,,827328>

Meeting ID: 865 0703 6121

Passcode: 827328

Committee Members: Jody Ronning*, Kristin Lucky Keys, Chelsea Toupin

*Committee Chair

Charter: *Serve as a bridge between city residents, their elected representatives and the administrative department of the City of Red Lodge, assisting the Administrative Department with research and capacity needs, pursuing stakeholder input on administrative issues (including other city committees and boards) and fostering a healthy, productive work environment.*

Agenda

1. Approve March 12, 2024 Meeting Minutes
2. Business Registration Fees: Resolution 3622 1st Amendment Action at City Council Meeting tonight
3. Council Rules and Procedures: Update with existing changes so we have the correct document in Google Drive.
 - a. Standing Committees: Define and specify appointment procedures.
 - b. Discuss agenda & minutes requirements for standing committees and business meetings.
 - i. Add a section that these meetings will use the same agenda template found in the council handbook.
 - ii. Minutes at all council committee and council business meetings will be legally sufficient.
 - c. Work session – timing/council business at the end of the meeting or have a work session before our official council meeting.
 - d. Deadline to submit items for the packet and agenda.
 - e. Other
4. Insurance Quote Comparison
5. Budget Timeline - Discuss doing away with all mill based appropriations, switching to a \$ amount for library, fire department and the airport.
 - a. County did not assess the entire mill for the running of the airport in the 2023/2024 fiscal year.

- b. Renegotiate the fire department contract to a \$
- c. Library is currently 7 mills but is not a contractual obligation.

Last 15 minutes reserved to discuss other committee agenda items.

Regular meeting schedule– 2nd and 4th Tuesdays of each month at 9 a.m.

Additional meetings may be called as necessary.