

**Minutes of City of Laurel
Budget/Finance Committee
Tuesday, March 25, 2025**

Members' Present: Richard Klose, Heidi Sparks, Michelle Mize, Casey Wheeler

Others Present: Kurt Markegard, Kelly Strecker

The meeting was called to order by the Committee Chair at 5:30 pm.

Public Input: There was no public comment.

General Items –

1. Review and approve March 11, 2025, Budget and Finance Committee meeting minutes. Heidi Sparks moved to approve the minutes of March 11, 2025. Casey Wheeler seconded the motion. With no objection, the minutes of March 11, 2025, were approved. There was no public comment or committee discussion.
2. Review and approve purchase requisitions. There were none.
3. Review and recommend approval to Council; claims entered through March 21, 2025. Heidi Sparks moved to approve the claims and check the register for claims entered through March 21, 2025. Michelle Mize seconded the motion. With no objection, the claims and check register of March 21, 2025, were approved. There was no public comment.
4. Review and approve Payroll Register for the pay period ending March 16, 2025, totaling \$256,822.77. Heidi Sparks motioned to approve the payroll register for the pay period ending March 16, 2025, totaling \$256,822.77. Michelle Mize seconded the motion. With no objection, the payroll register for March 16, 2025, was approved. There was no public comment.
5. Review and approve February 2025 monthly financial statement. Heidi Sparks moved to approve the February 2025 monthly financial statement. Casey Wheeler seconded the motion. With no objection, February 2025 monthly financial statement was approved. There was no public comment or Committee discussion.

New Business –None

Old Business –

Other Items –

1. Review Comp/OT reports for the pay period ending March 16, 2025.
2. Mayor Update – The mayor was absent from the meeting and Kurt was asked to sit in for the mayor. Kurt stated that he and Kelly were going to start reviewing the spending for FY 24-25. He stated that they will be checking to see where each department is sitting. At this point in the year, they are looking to make sure that each fund is around or under 75% of their total budget, to ensure that no overspending will occur.
3. Clerk/Treasurer Financial Update-Kelly stated that the City received \$850.00 for the Arbor Day grant that Michelle Mize applied for. Kelly said that she has been working on cleaning up all the outstanding checks from prior years and getting them off the books. Other than the daily routine in the finance office, everything seems to be going smoothly.

Announcements –

1. The next Budget and Finance Committee meeting will be held on April 8, 2025, at 5:30 pm.
2. Casey Wheeler is scheduled to review the claims for the next meeting.

Meeting Adjourned at 6:08p.m.

Respectfully submitted,



Kelly Strecker

NOTE: This meeting is open to the public. This meeting is for information and discussion of the Council for the listed workshop agenda items.