

## APPROVED MINUTES

Members Present: Shaiken, Cotton, Zaicek

Others Present: Kueffner, Tomecko

Staff Present: Aylesworth, Backhaus

Meeting called to order at 6:05 PM

1. Presentation of FY025 Audit Results: Leslie Zoll, Principal from Clifton Larson Allen LLP, was present to provide a summary of the audit results from FY2025. The presentation has been attached to the minutes. Overall, the Town received a clean opinion on the Financial Statements, Federal Single Audit and State Single Audit.

***Cotton moved, effective January 12, 2026, to recommend the Town Council accept the audited Financial Statements dated June 30, 2025. Zaicek seconded. Motion passed unanimously.***

2. Opportunity for Public Comment: None noted.
3. Staff Reports: Backhaus noted the Town has kicked off the FY2027 budget season. Department requests are due to management January 15,
4. Approval of minutes for December 8, 2025:

***Zaicek moved and Cotton seconded to approve the minutes of December 8, 2025. Motion passed unanimously.***

5. Capital Improvement Project Adjustments FY2026: Backhaus reviewed the proposed CIP adjustments noting the following proposal:
  - Increase to Park Improvements to recognize insurance proceeds that were received for damages at the Skate Park
  - Transfer \$50,000 from Nash Zimmer Repairs to Park Building Repairs for additional repairs needed as identified by Facilities
  - Increase to three Board of Education Projects based on mid-year transfers proposed by the Board of Education due to identified salary savings. These projects include design work for paving/drainage work at MMS, replacement of the original doors at MMS that were not included in the scope of the security grant and an increase to technology capital.

***Cotton moved, effective January 12, 2026, to recommend the Town Council approve the adjustments to the Capital Projects fund, as presented by the Director of Finance. Zaicek seconded and the motion passed unanimously.***

7. Communications/Other Business/Future Agenda Items: None noted
8. Adjournment. The meeting adjourned at 6:50 pm.

***Zaicek moved and Cotton seconded to adjourn. Motion unanimously.***

Respectfully submitted,

Amanda L. Backhaus, CPA  
Director of Finance