



**Finance Committee
Regular Meeting**
November 13, 2025, 2:00 PM
305 Queen Anne St

La Plata MD

Agenda

1. Call to Order

- 1.1. Attendees, please use meeting courtesy. Virtual attendees are asked to mute microphones when joining the meeting. Participants may be muted by the Town Clerk and meetings will be recorded.

In accordance with the Open Meetings Act, the public has the right to view/listen to the discussion only. At their discretion, the Finance Committee may allow participants to voice questions or provide comments on the topics under discussion. Written comments may be submitted via email to Legislative@townoflaplata.org.

Click the link below to join the meeting:

[Join the meeting now](#)

Meeting ID: 274 292 003 264

Passcode: 7R3wz2td

- 1.2. Approval of the Meeting Agenda

2. Approval of Minutes

- 2.1. Approval of minutes from meeting on October 9, 2025.

3. Review of Monthly Treasurer's Reports

- 3.1. Treasurer's Monthly Report

- 3.2. Cash Distribution Report

4. Discussion and Recommendations of Budget and Spending Proposals

5. Public Comment

6. New Business

7. Old Business

7.1. Finance Committee Reserve Recommendations

8. Adjourn

8.1. Adjournment



TOWN OF LA PLATA
Finance Committee Minutes

October 9, 2025, 2:00 PM

Regular Meeting

Council Conference Room, La Plata Town Hall

305 Queen Anne St

La Plata MD

PRESENT: Mike Gahan
Joseph Norris
Karen Brandt
Vice Chair Randy Sotomayor

ABSENT: Nichole Williams, Andrey Litvin

TOWN STAFF: Chuck Stevens, Town Manager
Karina Larsen, Town Treasurer
Kelly Phipps, Director of Legislative Services

GUESTS:

1. Call to Order

In the absence of Chair Williams, Vice Chair Sotomayor called the meeting to order at 2:03 PM.

Mr. Norris, Alternate Member, held full voting privileges in the absence of Chair Williams and Mr. Litvin.

- 1.1. Attendees, please use meeting courtesy. Virtual attendees are asked to mute microphones when joining the meeting. Participants may be muted by the Town Clerk and meetings will be recorded.

In accordance with the Open Meetings Act, the public has the right to view/listen to the discussion only. At their discretion, the Finance Committee may allow participants to voice questions or provide comments on the topics under discussion. Written comments may be submitted via email to Legislative@townoflaplata.org.

Click the link below to join the meeting:

[Join the meeting now](#)

Meeting ID: 274 292 003 264

Passcode: 7R3wz2td

1.2. Approval of the Meeting Agenda

Mr. Gahan moved to approve the agenda as presented.

Moved By: Mike Gahan, seconded by Karen Brandt.

Ayes: Gahan, Norris, Brandt, Sotomayor

Nays: None

Abstained: None

Absent: Williams, Litvin

Passed

2. Approval of Minutes

2.1. Approval of minutes from meetings on June 12, 2025, and September 11, 2025.

Ms. Brandt moved to approve the minutes of the September 11, 2025, meeting as presented.

Moved By: Karen Brandt, seconded by Joseph Norris.

Ayes: Gahan, Norris, Brandt, Sotomayor

Nays: None

Abstained: None

Absent: Williams, Litvin

Passed

Ms. Brandt moved to approve the minutes of the June 12, 2025, meeting as presented.

Moved By: Karen Brandt, seconded by Mike Gahan.

Ayes: Gahan, Norris, Brandt, Sotomayor

Nays: None

Abstained: None

Absent: Williams, Litvin

Passed

2.2. Correction to minutes from meeting on August 14, 2025

Ms. Brandt moved to amend the minutes of the August 14, 2025, meeting to reflect Mr. Litvin's attendance and Mr. Norris's status as Alternate Member.

Moved By: Karen Brandt, seconded by Joseph Norris.

Ayes: Gahan, Norris, Brandt, Sotomayor

Nays: None

Abstained: None

Absent: Williams, Litvin

Passed

3. Review of Monthly Treasurer's Reports

The Town Treasurer reported that the Town received the GFOA Award with special recognition for the [FY26 budget-financial plan]

4. Discussion and Recommendation of Budget and Spending Proposals

There were no items for discussion.

5. New Business

5.1. Fiscal Year 2027 Budget Process, Recommendations, and Calendar

The Town Manager presented an overview of the Fiscal Year 2027 budget process, the upcoming budget development calendar, and the role of the Finance Committee in short- and long-term financial planning and asset management, fiscal sustainability, and revenue projections.

6. Old Business

6.1. Reserves Update

The Finance Committee will provide draft positions on reserves policy by the end of November [2025] for presentation to the Town Council by the Town Manager.

6.2. Discussion: Comparative Analysis of Town of La Plata and Other Municipalities

The Finance Committee and Town Manager discussed the possible application of Kenneth Brown's 10-point test to the comparative analysis and the need to compare budget allocations to similar municipalities.

7. Adjourn

7.1. Adjournment

Norris moved to adjourn at 3:28 PM.

Moved By: Joseph Norris, seconded by Mike Gahan.

Ayes: Gahan, Norris, Brandt, Vice Chair Sotomayor

Nays: None

Abstained: None

Absent: Chair Williams, Litvin

Passed

Submitted by:

Kelly G. Phipps
Director of Legislative Services