



Finance/Administration Committee
City Hall – 200 NE Moe Street
3rd Floor Conference Room

Subject	Regular Meeting Agenda	Date	06/04/2014
Recorder	Kylie Purves, City Clerk	Start Time	5:09 PM
Committee Chair	David Musgrove	End Time	6:19 PM
Committee Members	Connie Lord, David Musgrove, Ed Stern		
Staff Present	Mayor Erickson, Finance Director Booher and Human Resources Manager Kingery		

Agenda		
No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
	a. Questions & Concerns of the Committee	Musgrove questioned whether personalization of items has an impact on their resale value. Booher explained that items that would be personalized would rarely be fit for resale due to heavy use. The Committee discussed splitting CIP and Goals from a Saturday meeting into regular council meetings in July and August or on fifth Wednesday night in July.
	b. Agenda and Extended Agenda Review	
	1. 06/04/14 - Members Absent	
	2. 06/18/14 - Meeting Cancelled	
	3. 07/02/14 - Members Absent	
	c. Minutes of May 7, 2014	Approved
	d. Minutes of May 21, 2014	Approved
2.	Agenda Items	
	a. Exempt Salaries Policy Discussion	The Committee discussed order in which to take salary review and whether to conduct a review this cycle pursuant to the council policy or defer review for another three years in 2017. The Committee agreed to defer review for another three years although some positions could be looked at individually.
	b. Long-term Finance Options for Street Maintenance	The Committee discussed leaving item on agenda for future meetings. The Committee would like update from public works regarding street maintenance. The Mayor indicated these issues would be addressed at an upcoming CIP workshop.
	c. Monthly Sales Tax	Report given.
	d. Official City Newspaper Bid Requirements	Booher shared the process for selecting the official City newspaper. The Committee discussed whether there should be a change in requirements. The Committee agreed to keep the requirements the same as the previous year.

	e. Investment Advisor	Booher explained the process for selection of an investment advisor.
	f. Condition and repair cost, if any, of Marine Science Center heating ventilation system	The Mayor provided estimated costs involved to repair and replace the system and the need for going through the bid process if replacement were necessary.