



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

<b>Subject</b>	<b>Regular Meeting Minutes</b>	<b>Date</b>	<b>08/20/2014</b>
<b>Recorder</b>	<b>Kylie Purves</b>	<b>Start Time</b>	<b>5:05 PM</b>
<b>Committee Chair</b>	<b>Ed Stern</b>	<b>End Time</b>	<b>6:49 PM</b>
<b>Committee Members</b>	<b>Connie Lord, David Musgrove, Ed Stern</b>		
<b>Staff Present</b>	<b>Mayor Erickson, Finance Director Booher, Information Technology Manager Stenstrom, Human Resources Manager Kingery</b>		
<b>Agenda</b>			
<b>Topic</b>		<b>Action/Recommendation/Discussion</b>	
<b>Administrative:</b>			
<b>a.</b> Questions & Concerns of the Committee			
<b>b.</b> Agenda and Extended Agenda Review			
1. 08/20/14 - Members Absent		None	
2. 09/03/14		Numerous budget presentations are planned for this meeting.	
3. 09/10/14		A Special Meeting will be scheduled if necessary.	
4. 09/17/14		Finance Director Booher will not be present	
<b>c.</b> Approval of Minutes from July 2, 2014		Approved	
<b>d.</b> Approval of Minutes from July 16, 2014		Approved	
<b>e.</b> Approval of Minutes from August 6, 2014		Approved	
<b>Agenda Items</b>			
<b>a.</b> Information Services Department Budget		Information Services Budget presented. Council Member Stern recommends departmental goals be reviewed in June of every year by the committee to which the department reports. Stern will seek Council concurrence on goal review at meeting of Council as a whole. The committee agrees. Council Member Lord recommends creating a Council and departmental consolidated goal packet. The Committee agrees. The Committee recommends approval of the Information Services Department Budget.	
<b>b.</b> Personnel Department Budget		Personnel Department Budget presented. Committee discussed continuing agreement with company who investigates and proactively works on the City's Labor and Industry claims. Committee recommends continuing agreement.	

	<b>c.</b> Civil Engineer Position (Kingery)	Human Resources Manager Kingery discussed new hire in Engineering Dept. and compensation. Committee will recommend approval of compensation as proposed.
	<b>d.</b> Amended BLS Agreement (Purves)	Committee recommends approval.
	<b>e.</b> 2015 Council Goals and Performance Measures (Purves)	Discussion will continue at future meetings.
	<b>f.</b> MOU – Morrow Manor (Erickson)	The Mayor presented Memorandum of Understanding and Committee discussed process for approval of such expenditures in the future. The Mayor will proceed with payment.