



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

Subject	Meeting Minutes	Date	11/19/2014
Recorder	City Clerk Stephens	Start Time	5:05 PM
Committee Chair	Ed Stern	End Time	6:41 PM
Committee Members	Connie Lord, David Musgrove, Ed Stern		
Staff Present	Mayor Erickson, Associate Engineer Bateman, Finance Director Booher, Assistant City Engineer Lenius, Risk Manager Purves, Accounting Technician Roberts, Contract Administrator Walser		

Agenda		
No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
	a. Questions & Concerns of the Committee	None
	b. Agenda and Extended Agenda Review	
	1. 11/19/14 – Members Absent	
	2. 12/3/14 – Members Absent	
	3. 12/17/14 – Members Absent	
2.	Agenda Items	
	a. Purchasing Manual (Roberts)	Roberts provided an overview of the changes to the Purchasing Manual. <i>Recommended</i>
	b. Public Surplus (Roberts)	<i>Recommended</i>
	c. Baseline Adjustment and New Program Requests (Booher)	Concurred with the Mayor's recommendations.
	d. Stormwater Rate Increases (Kasiniak)	<i>Recommended</i>
	e. Monthly Sales Tax (Booher)	<i>Reviewed</i>
	f. Real Estate Excise Tax (Booher)	<i>Reviewed</i>
	g. 3 rd Quarter Variance Report	<i>Reviewed</i>
	h. Sewer Contract Debt Issue (Booher)	<i>Reviewed</i>
	i. Transportation Benefit District / Neighborhood Streets program & funding	<i>Discussion held</i>