



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

Subject	Regular Meeting Minutes	Date	03/05/2014
Recorder	Deputy City Clerk Stephens	Start Time	5:06PM
Committee Chair	David Musgrove	End Time	6:34 PM
Committee Members	Connie Lord, David Musgrove, Ed Stern		
Staff Present	Mayor Erickson, Finance Director Booher		

Agenda		
No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
	a. Questions & Concerns of the Committee	None
	b. Agenda and Extended Agenda Review	Reviewed
	c. Minutes of February 5, 2014	Approved
	d. Minutes of February 19, 2014	Approved
2.	Agenda Items	
	a. Claim Question Process	Booher outlined the proposed process to submit questions via e-mail; Committee concurred.
	b. Investment Advisory Assignment Agreement	Booher provided an update. Stern suggested the City propose a 25% reduction in fees, due to the advisor now being independent; Booher will inquire with the advisor and report back to the committee.
	c. Monthly Sales Tax	Report given
	d. 2013 Budget Carryover	Booher provided a summary of the 2013 Carryover, to date. Stern proposed the Parks Trail Signage and Trails/Walking Map be postponed until 2015.
	e. Council Rules of Procedures	Reviewed
	f. Public Records Requests - Update	Reviewed