



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

Subject	Meeting Minutes	Date	09/02/2015
Recorder	City Clerk Fernandez	Start Time	5:00PM
Committee Chair	Kenneth Thomas	End Time	6:47PM
Committee Members	Kenneth Thomas, David Musgrove, Ed Stern		
Staff Present	Councilmember Nystul, Mayor Erickson, Finance Director Booher, Former City Clerk Stephens, Accounting Technician Roberts		

Agenda		
No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
	a. Questions & Concerns of the Committee	Impacts of Wall Street and Sunguard
	1. Discussion about Extra Meeting	Additional meeting scheduled for 9/23/15 at 5 PM
	2. Committee Member needed to attend Retirement Exit Conference on 9/29/15	Councilmembers want to be noticed about this conference.
	b. Agenda and Extended Agenda Review	
	1. 09/16/15 – Members Absent – Deb Booher	WFOA Conference.
2.	Agenda Items	
	a. Debt Budgets (200's) (Roberts)	Report given on misc governmental debt (201) and non-voted general obligation debt (204).
	b. Mayor's Signature Resolution/Purchasing Manual (Roberts)	Reviewed a draft purchasing manual matrix to be added to the beginning of the manual. Discussion held on the resolution. Committee recommended bringing the resolution to council for the mayor signature resolution with the update and the resolution to adopt the purchasing manual. Staff will check with the City Attorney if the limits will hinder the Mayor from signing checks.
	c. Legislative, and Clerk Department Budgets-	Moved to September 16.
	d. Executive Budget (Mayor)	Moved to September 23.
	e. Marine Science Center Memorandum of Intent	Mayor Erickson gave an update on the HVAC, building inspector went down and made a list of the building's condition. Need to get an appraisal and prove public benefit. The Mayor reviewed the MOI, and putting together her questions. Booher will work on a budget amendment for the appraisal and feasibility.
	f. General Fund Non-Departmental Budgets (Booher)	Budget presentation given on contractual items.
	g. General Fund Central Services Budgets (Booher)	Budget presentation given.