



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

Subject	Meeting Agenda	Date	06/03/15
Recorder	City Clerk Stephens	Start Time	5:06PM
Committee Chair	David Musgrove	End Time	6:49 PM
Committee Members	Kenneth Thomas, David Musgrove, Ed Stern		
Staff Present	Mayor Erickson, Finance Director Booher, Human Resources Manager Kingery and City Clerk Stephens		
Agenda			
No.	Topic	Action/Recommendation/Discussion	
1.	Administrative:		
	a. Questions & Concerns of the Committee	Booher reviewed audit questions raised by CM Thomas. CM Musgrove requested an update on the repairs on 6 th Avenue due to sewer line issues.	
	b. Agenda and Extended Agenda Review		
	1. 06/03/15 – Members Absent-		
	2. 06/17/15 – Members Absent-		
	c. Committee Minutes of April 15, 2015	<i>Approved</i>	
2.	Agenda Items		
	a. Building Inspector Re-Classification	Kingery explained the Engineering Dept has requested the vacant Building Inspector be reclassified to an entry level Building Inspector; and the current Building Inspector position be reclassified to a Senior Building Inspector. The reclassifications will be expense neutral. The request will be going to Public Works Committee and will come back to FAC once numbers are determined.	
	b. 1 st Quarter Variance Report (Booher)	<i>Report provided</i>	
	c. Real Estate Excise Tax (Booher)	<i>Report provided</i>	
	d. Building Maintenance Budget (Booher)	<i>Recommendation of approval</i>	
	e. Olhava Supplemental Agreement (See Council Packet)	Booher explained the history of the Olhava Agreement regarding the traffic impact fees owed to the City and the connection fees the City owes Olhava. <i>Recommendation of approval</i>	

	f. New- E Gov Software	Booher provided an update on the implementation of the new E-Gov software.
	g. Debt Schedule Update	Update and schedule provided.
	h. New Retirement Rates	Booher reported on the increased retirement rates coming forward from the State.