



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

Subject	Meeting Minutes	Date	06/17/15
Recorder	City Clerk Stephens	Start Time	5:10PM
Committee Chair	David Musgrove	End Time	6:40PM
Committee Members	Kenneth Thomas, Ed Stern		
Staff Present	Mayor Erickson, Finance Director Booher, Human Resources Manager Kingery, Assistant City Engineer Lenius		

Agenda

No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
	a. Questions & Concerns of the Committee	Booher reported on issues with the BKAT cameras that prevented the meeting from airing. IT is working on the issues; however there may be a emergent need to replace the equipment, if the problem is not resolved.
	b. Agenda and Extended Agenda Review	
	1. 06/17/15 – Members Absent-	Councilmember Musgrove absent
	2. 07/01/15 – Members Absent -	
	3. 07/15/15 – Members Absent -	
	c. Minutes of May 20, 2015	<i>Approved</i>
	d. Minutes of June 3, 2015	<i>Approved</i>
2.	Agenda Items	
	a. Building Inspector Position	Lenius provided an update to Building Department, current level of service and request for a new position, Building Inspector I, and additional budget request. <i>Recommended</i>
	b. Engineering Software Budget Amendment	Lenius explained staff has been exploring new software for the Engineer & Building departments, with Paladin SmartGov being the recommended choice. Lenius provided the initial proposal received, however, with committee concurrence, they will be negotiating the contract and cost. The contract will then be brought to council, along with a budget amendment, for approval. <i>Committee concurred to begin negotiating the price and contract.</i>

	c. Monthly Sales Tax	<i>Reviewed</i>
	d. Budget Process with Mayor	<i>Reviewed</i>