



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

Subject	Meeting Minutes	Date	08/17/16
Recorder	City Clerk Rhiannon Fernandez	Start Time	5:24PM
Committee Chair	Ed Stern	End Time	6:48 PM
Committee Members	Kenneth Thomas, Ed Stern		
Staff Present	Mayor Erickson, Finance Director Booher, Human Resources Manager Kingery, Senior Budget Accountant Ziemann, City Clerk Fernandez		

Agenda

No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
	a. Questions & Concerns of the Committee	The committee reviewed taxes on the Comcast bill. The franchise fee is higher – they realized they hadn't been paying franchise fees, and they are spreading them out to the customers for the next three years until they are caught up. The Audit Exit Conference is tomorrow in Council Chambers.
	b. Agenda and Extended Agenda Review	
	1. Additional Meeting	The Committee will review on September 7 if another meeting is needed on September 14.
	2. 08/17/16- Members Absent- Gary Nystul	
	3. 09/07/16- Members Absent-	
	4. 09/21/16 –Members Absent-	
2.	Agenda Items	
	a. Budget Presentations	Kingery reviewed the Human Resources 2017-18 budget proposal. No baseline requests or new program requests. Clerk Fernandez reviewed the Legislative 2017-18 proposed budget and the slight changes due to contractual obligations. Mayor Erickson reviewed the changes in the Executive budget. Discussion held regarding

		<p>the mayoral salary.</p> <p>Booher reviewed the Finance Department accounting and budgeting section budget proposal. It is a status quo budget. The committee would like a narrative about the staffing added as an accomplishment.</p> <p>Booher reviewed the proposed non-departmental budget (Auditor, CenCom, Wellness, legal, public pollutions control, public health, substance abuse, transfers detail – public works building and Noll Road, and jail costs).</p>
	<p>b. Police Chief Recruitment Budget</p>	<p>Kingery reviewed costs of the recruitment process and the total cost is around \$25,000.</p> <p><i>The Committee recommended the budget amendment for council consideration.</i></p>