



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

<b>Subject</b>	<b>Meeting Minutes</b>	<b>Date</b>	<b>09/14/16</b>
<b>Recorder</b>	<b>City Clerk Rhiannon Fernandez</b>	<b>Start Time</b>	<b>2:02 PM</b>
<b>Committee Chair</b>	<b>Gary Nystul</b>	<b>End Time</b>	<b>3:33 PM</b>
<b>Committee Members</b>	<b>Gary Nystul, Kenneth Thomas, Ed Stern</b>		
<b>Staff Present</b>	Mayor Erickson, Finance Director Booher, City Clerk Fernandez, Senior Budget Analyst Ziemann		

**Agenda**

No.	Topic	Action/Recommendation/Discussion
<b>1.</b>	<b>Administrative:</b>	
	<b>a. Questions &amp; Concerns of the Committee</b>	<p>Stern asked if the City could donate an "evening as a Councilmember" for an auction at the Morrow Manor Rotary fundraiser in October. The Committee agreed with this request.</p> <p>Thomas reported the Cemetery Committee will be making presentation to PW Committee on September 28. He has two expenditure requests for around \$30K. Quorum needs to be noticed for the September 28 PW Committee meeting. Stern plans on attending.</p> <p>Discussion held regarding if all budget amendments should go through Finance-Admin Committee.</p> <p>Discussion held on some of the LTAC requests. They will go to Community Services Committee today.</p> <p>Booher announced the City has just met its REET budget for the year.</p>
	<b>b. Agenda and Extended Agenda Review</b>	
	1. 09/21/16 – Meeting Cancellation Discussion	Social Services Update from Mayor
	2. 09/21/16 – Members Absent-Debbie & Gary	
	3. 10/05/16 – Members Absent-	
	<b>c. Committee Minutes of September 07, 2016</b>	Approved

2.	<b>Agenda Items</b>	
	a. Departmental Budgets	<p>Booher presented the Central Services 2017-18 proposed budget. Everything is baseline unless there are some contractual obligations for increases.</p> <p>Booher presented the Capital Replacements of Governmental. Reviewed the list of the capital replacements and capital new requests for 2017 and 2018.</p> <p>Booher will check to see if an ER&amp;R is required now that the City is over 10K population.</p> <p>Booher presented the general fund revenue projections for 2017 and 2018 (beginning balance, taxes, licenses and permits, intergovernmental, services, fines &amp; forfeitures, and miscellaneous).</p> <p>Next steps will be to work with the Mayor on the proposed budget.</p>