



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

Subject	Regular Meeting Minutes	Date	05/07/14
Recorder	Nicole Stephens, Deputy City Clerk	Start Time	5:02 PM
Committee Chair	David Musgrove	End Time	6:29 PM
Committee Members	Connie Lord, David Musgrove, Ed Stern		
Staff Present	Mayor Erickson, Finance Director Booher, IT Manager Stenstrom		

Agenda		
No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
	a. Questions & Concerns of the Committee	Finance Director Booher announced the new utility billing went out for the May bills. Deputy City Clerk Stephens clarified the Clerks Dept is no longer printing agenda packets for committees or Council agendas. Finance Director Booher reported our Investment Advisor, DA Davidson is retiring; therefore they have gone out for a RFQ.
	b. Agenda and Extended Agenda Review	
	1. 05/07/14 - Members Absent- Kylie Purves	
	2. 05/21/14 - Members Absent	
	3. 06/04/14 - Members Absent	
	c. Minutes of March 19, 2014	Approved. Stern/Lord
	d. Minutes of April 2, 2014	Approved. Stern/Lord
	e. Minutes of April 16, 2014	Approved. Stern/Lord
2.	Agenda Items	
	a. Jensen Property	Mayor Erickson explained the purpose of the agreement with Poulsbo Historical Society on the sale of the Museum property; and outlined how she would like the City's proceeds to be used, including taking ownership of Austin Falls (water fall on Bill Austin's property).
	b. Monthly Sales Tax	Report given
	c. Real Estate Excise Tax	Report given
	d. 1 st Quarter Variance report	Report given
	e. Back-up Solution	Recommendation for approval