



**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>01/17/18</b>
<b>Recorder</b>	<b>City Clerk Rhiannon Fernandez</b>	<b>Start Time</b>	<b>5:08 PM</b>
<b>Committee Chair</b>	<b>Ed Stern</b>	<b>End Time</b>	<b>6:10 PM</b>
<b>Committee Members</b>	<b>Gary Nystul (absent), Kenneth Thomas, Ed Stern</b>		
<b>Staff Present</b>	Mayor Erickson, Finance Director Booher, Human Resources Manager Kingery, City Clerk Fernandez		

**Agenda**

No.	Topic	Action/Recommendation/Discussion
<b>1.</b>	<b>Administrative:</b>	
	<b>a.</b> Questions & Concerns of the Committee	Council Selection Update: Discussion held on the process for interviewing all nine candidates. The committee will recommend holding cursory interviews for all candidates (three questions, 15 minutes each). Then three candidates will be asked back starting at 1:30pm for final interviews, and a decision will be made at the end of the meeting. If the Council has feedback for the questions, they will need to send them to the City Clerk.
	<b>b.</b> Agenda and Extended Agenda Review	
	1. 01/17/18-Members Absent-Nystul	
	2. 02/07/18-Members Absent-	
<b>2.</b>	<b>Agenda Items</b>	
	<b>a.</b> Library Building Repairs	Booher reported they are waiting for Haney to draft an agreement; the legal process is almost complete. The committee reviewed an email from the Library Facilities Manager. They are waiting to hear back from Jeff Bauman, who is on the Library Board (there is a board meeting next week). Staff will wait for a report back from the library board meeting and provide an update at the next FAC meeting in February.
	<b>b.</b> Mayor's Salary	Kingery reviewed a comparison of the Mayor's versus city managers' salaries and benefits. The 2017 city administrator average is \$157K. The Mayor is requesting a salary increase, making her salary the average wage of all the managers. The salary has not been increased since 1998. The committee requested this be further discussed at the first FAC meeting in February.

	<b>c.</b> Communication with Lobbyist	Erickson reported she wants to include a council committee in email communications between herself and the city lobbyist. She recommended the Finance-Administration Committee. The committee concurred and will ask for Council consensus at the Council meeting tonight.
	<b>d.</b> New Paint for City Hall	Erickson said when she moved her office, it became apparent that the building needs an interior paint job. Public Works can do it when they have free time. We have to buy the paint. She will meet with Connie Lamont and Councilmember Lord to pick interior paint for the 2 <sup>nd</sup> and 3 <sup>rd</sup> floor for a choice of five colors for offices. The committee recommended moving forward.