



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

Subject	Meeting Minutes	Date	06/20/18
Recorder	City Clerk Rhiannon Fernandez	Start Time	5:05 PM
Committee Chair	Jeff McGinty	End Time	6:37 PM
Committee Members	Jeff McGinty, Kenneth Thomas, Ed Stern		
Staff Present	Mayor Erickson, Finance Director Booher, Senior Budget Accountant Ziemann, City Clerk Fernandez		

Agenda

No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
	a. Questions & Concerns of the Committee	Booher said a budget amendment is coming forward to move the budget to accommodate the change in the method of reporting our Indirect Allocation per direction of the WA State Auditor’s Office. The expense allocation charged to the Proprietary Funds for support by the General Fund will no longer be recorded as a revenue in the General Fund. These will now be recorded as a reduction to the General Fund expense and applied to the expenditure object in the Proprietary Funds.
	b. Agenda and Extended Agenda Review	Future agenda topic: Future Financing Noll Road/Public Works Facility. A brief update from Erickson and Booher was given.
	1. 06/20/18-Members Absent-	
	2. 07/04/18-Members Absent-Cancelled	
2.	Agenda Items	
	a. Newspaper Bid Recommendation	The City received one sealed bid from Sound Publishing. They agreed to the timing for flexibility of deadlines. The committee recommends approval of awarding the bid for the City’s Official Newspaper to Sound Publishing.
	b. BLS Model Ordinance	Fernandez reported EHB 2005 was passed last year and requires all cities to use BLS or FileLocal for their local business licensing processing, and to adopt model language into our code by October 17, 2018. The model language will define what “business” means and will also set a minimum threshold for needing a license for out of city businesses doing business in the local jurisdiction.

		The model language will be presented at the AWC Conference. Thomas volunteered to attend that session and bring back information to Fernandez.
	c. Washington Voters Rights Act	Discussion was held on the flaws of the legislation. Thomas said he would like the City Attorney to have an action plan or a response ready with the first initial steps. There is a session on this topic at the AWC Conference, and he plans on attending. He will report back to the FAC in July.
	d. Bond Rating	Booher gave the committee the same presentation that was used for the Bond Council Rating Call.
	e. Exit Conference	Booher said they had an adventure with the financial statement this year. What happened is the auditor's office came out with a new measurement tool this year. Almost all agencies in the region that report on a full accrual CAFR basis are being impacted. Our numbers are larger because of sales tax, they call it a material difference in our statements. Their new tool coming out shows it is not according to the accounting standards. After much debate, they gave a concession of a management letter, and they had to redo all financial statements. The statements in 2018 are going to look two months of revenue higher. The Exit Conference will be scheduled the week of July 11.