



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

Subject	Meeting Agenda	Date	09/04/19
Recorder	City Clerk Rhiannon Fernandez	Start Time	5:09 PM
Committee Chair	Jeff McGinty	End Time	5:50 PM
Committee Members	Jeff McGinty, Kenneth Thomas, Ed Stern (absent)		
Staff Present	Mayor Erickson, Finance Director Booher, City Clerk Fernandez		
Agenda			
No.	Topic	Action/Recommendation/Discussion	
1.	Administrative:		
	a. Questions & Concerns of the Committee	Thomas will send out the questionnaire to department heads about the City Administrator by Friday.	
	b. Agenda and Extended Agenda Review		
	1. 09/04/19-Members Absent-Stern		
	2. 09/18/19-Members Absent-Booher/Fernandez		
2.	Agenda Items:		
	a. Monthly Sales Tax Report	Booher reported sales tax is slightly down below from last year (starting to see the plateau of internet sales). Construction is down this year and auto sales are high. We are still trending to budget.	
	b. Real Estate Excise Tax Report	Booher reported we are six months through year and have exceeded the budget. Anything else will go towards reserves.	
3.	Mayor and Department Head Comments:		
	a. Website Update	Erickson shared the proposed website edit written by Richard Walker, and a plaque to be install at Fish Park as payment for the work. The committee agreed with the plaque installation, but felt the content belongs on a historical web page, not the City's home page. Erickson will bring back edits in the next couple of weeks.	
	b. Analysis: Valuations & Population	Erickson shared numbers of assessed values of the location divided by the population taken from PSRC dues. Poulsbo is right in the median.	