



## Finance/Administration Committee

**This meeting was held remotely via Ring Central.**

<b>Subject</b>	<b>Meeting Minutes</b>	<b>Date</b>	<b>08/18/2021</b>
<b>Recorder</b>	<b>City Clerk Fernandez</b>	<b>Start Time</b>	<b>5:14 PM</b>
<b>Committee Chair</b>	<b>Jeff McGinty</b>	<b>End Time</b>	<b>7:00 PM</b>
<b>Committee Members</b>	<b>Jeff McGinty, Gary McVey, Ed Stern</b>		
<b>Staff Present</b>	Mayor Erickson, Finance Director Booher, HR Manager Kingery, City Clerk Fernandez		
<b>Meeting Video:</b> <a href="https://cityofpoulsbo.com/poulsbo-city-council/city-council-watch-recorded-city-council-committee-meetings/">https://cityofpoulsbo.com/poulsbo-city-council/city-council-watch-recorded-city-council-committee-meetings/</a>			
<b>No.</b>	<b>Topic</b>	<b>Action/Recommendation/Discussion</b>	
<b>1.</b>	<b>Administrative:</b>		
	a. Questions & Concerns of the Committee	Discussed the continued late start of FAC due to PSL running long.	
	b. Agenda and Extended Agenda Review		
	1. 08/18/21-Members Absent-		
	2. 09/01-Members Absent-		
	c. Committee Minutes – 7/21/2021 & 8/4/2021	Approved	
<b>2.</b>	<b>Agenda Items:</b>		
	a. Clerk/Exec/Leg Mid-Biennium Budget Review	<input checked="" type="checkbox"/> Discussed	
	b. Salary & Wages Resolution	<input checked="" type="checkbox"/> Discussed <input checked="" type="checkbox"/> Recommended to Council <input checked="" type="checkbox"/> Further Action Requested: The Committee requested a review of comparable cities for Council compensation. Bring back to 9/15 FAC.	
	c. Details & Application for Utility Assistance from ARPA Funds	<input checked="" type="checkbox"/> Discussed <input checked="" type="checkbox"/> Recommended to Council	
	d. Non-Profit and Agency Grant Requests	<input checked="" type="checkbox"/> Discussed <input checked="" type="checkbox"/> Recommended to Council	
	e. Finance Dept Mid-Biennium Budget Review	<input checked="" type="checkbox"/> Discussed	
<b>3.</b>	<b>Mayor and Department Head Comments:</b>	Auditor's Exit Conference – 9/3/21 10:00 am. Councilmembers McVey, Musgrove and Stern confirmed attendance. PW needs two FTEs added, they are down 7 positions due to various issues, and cannot backfill with casual labor due to the technical requirements of the position. Kingery reviewed open positions.	