



**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>11/20/19</b>
<b>Recorder</b>	<b>City Clerk Rhiannon Fernandez</b>	<b>Start Time</b>	<b>5:05 PM</b>
<b>Committee Chair</b>	<b>Jeff McGinty</b>	<b>End Time</b>	<b>5:57 PM</b>
<b>Committee Members</b>	<b>Jeff McGinty and Kenneth Thomas</b>		
<b>Staff Present</b>	Mayor Erickson, City Clerk Fernandez, Finance Director Booher, Councilmember-Elect McVey, and Councilmember Nystul		
Minutes			
No.	Topic	Action/Recommendation/Discussion	
<b>1.</b>	<b>Administrative:</b>		
	a. Questions & Concerns of the Committee	Thomas drafted a proposed Resolution of Intent for the City Administrator position. Mayor Erickson recommended bringing it to Council in March or April 2020.	
	b. Agenda and Extended Agenda Review		
	1. 11/20/19-Members Absent-Stern		
	2. 12/04/19-Members Absent-		
	c. Committee Minutes of October 02, 2019	Approved.	
<b>2.</b>	<b>Agenda Items:</b>		
	a. Continued Mid Modification Discussion	<p>Booher reviewed the mid-year modification recommendations and stated the general fund in 2019 started with a projected budget of \$4,900,000, and once they add the revenues and expenditures, they end with a projected ending fund balance of \$4,100,000.</p> <p>The committee reviewed and recommended the Mayor's recommended list, with the following changes: AED addition and Planning Professional Services increase of \$20,000 for a total of \$60,000. They also recommended adding the casual labor and City's utilities for Parks &amp; Rec.</p>	
<b>3.</b>	<b>b. Mayor and Department Head Comments:</b>	None.	