



## Finance/Administration Committee

**This meeting was held virtually.**

<b>Subject</b>	<b>Meeting Minutes</b>	<b>Date</b>	<b>03/03/2021</b>
<b>Recorder</b>	<b>City Clerk Rhiannon Fernandez</b>	<b>Start Time</b>	<b>5:00 PM</b>
<b>Committee Chair</b>	<b>Gary McVey</b>	<b>End Time</b>	<b>5:51 PM</b>
<b>Committee Members</b>	<b>Jeff McGinty, Gary McVey, Ed Stern</b>		
<b>Staff Present</b>	<b>Mayor Erickson, Finance Director Booher, Accounting Technician Ryen, Accounting Technician Ellington</b>		

Agenda		
No.	Topic	Action/Recommendation/Discussion
<b>1.</b>	<b>Administrative:</b>	
	a. Questions & Concerns of the Committee	McVey asked about Western Washington University request from a couple of months ago. Erickson said Holly received the letter from Karla.
	b. Agenda and Extended Agenda Review	
	1. 03/03/21-Members Absent-	
	03/17/21-Members Absent- McVey	
	c. Committee Meeting Minutes – 02/03/21	Approved.
<b>2.</b>	<b>Agenda Items:</b>	
	a. Monthly Sales Tax	<input checked="" type="checkbox"/> Discussed <input checked="" type="checkbox"/> Further Action Requested: Add Utility Excise Tax Increase/Decrease to June FAC
	b. Surplus Items	<input checked="" type="checkbox"/> Discussed <input checked="" type="checkbox"/> Recommended to Council
	c. Parks & Recreation Building Discussion	<input checked="" type="checkbox"/> Discussed <input checked="" type="checkbox"/> Further Action Requested: Need to use the Park & Recreation Commission to vet next steps of the building, need to look at revenue generation, liabilities of the building and maintenance costs, and valuation of the building (6-month timeline).
	d. Transportation Benefit District	<input checked="" type="checkbox"/> Discussed <input checked="" type="checkbox"/> Further Action Requested: Public outreach with an inventory of neighborhood streets and the difference between repair and replacement costs. Need PW to create a color-coded map of the city streets in the three degrees of repair. Use utility billing system to give the community a chance to use survey monkey tool. Erickson said this should be a Council workshop. We need to make the case to the public what the \$20 car tabs will buy them. Erickson said she will talk to Lund and see about doing it next month.

## Agenda

No.	Topic	Action/Recommendation/Discussion
3.	<b>Mayor and Department Head Comments:</b>	<p>Booher reported her new employee started on Monday, others are cross training who are going into new positions. She also noted laws have been updated for the moratorium on utility billing and rent payments.</p> <p>Erickson said the city is very busy right now, a lot is going on. She noted they City is waiting for the Hearings Board Decision for the Vanaheimr project.</p> <p>Stern asked for all the City Administrator materials to be memorialized for when they are ready to discuss it again. Erickson said ultimately, they need the City of Poulsbo to be professionally managed.</p>