



**City of Poulsbo**  
**Finance-Admin Committee**  
**This meeting was held remotely via Zoom.**

<b>Subject</b>	Meeting Minutes	<b>Date</b>	<b>05/04/2022</b>
<b>Recorder</b>	Deputy City Clerk Diehl	<b>Start Time</b>	<b>5:00 PM</b>
<b>Committee Chair</b>	Councilmember McGinty	<b>End Time</b>	<b>5:54 PM</b>
<b>Committee Members</b>	Councilmembers McGinty and Stern		
<b>Staff Present</b>	Mayor Erickson and Finance Director Booher		

**Meeting Video:** <https://cityofpoulsbo.com/poulsbo-city-council/city-council-watch-recorded-city-council-committee-meetings/>

<b>No.</b>	<b>Topic</b>	<b>Action/Recommendation/Discussion</b>
<b>1.</b>	<b>Administrative:</b>	
	a. Questions & Concerns of the Committee	None.
	b. Agenda and Extended Agenda Review	None.
	c. Committee Meeting Minutes – 03/16/2022	<input checked="" type="checkbox"/> Approved
<b>2.</b>	<b>Agenda Items:</b>	
	a. Sales Tax by Zone Report for 2021 Year-End	<input checked="" type="checkbox"/> Discussed Booher presented the 2021 Year End Sales Tax Zone Report.
	b. Monthly Sales Tax	<input checked="" type="checkbox"/> Discussed Booher presented the Monthly Sales Tax Report.
	c. Beginning Balance Carryovers	<input checked="" type="checkbox"/> Discussed Booher presented the Beginning Balance Carryovers Report.
<b>3.</b>	<b>Mayor and Department Head Comments:</b>	Booher reported the first treasury report was done last week for the ARPA Funds and her team did a great job. Booher noted the Auditor Entrance conference will be May 18 <sup>th</sup> at 2pm. Booher gave a description of the job duties and accomplishments for Larissa Campbell & Jenna Reiselman for employees of the quarter.
<b>4.</b>	<b>Adjournment at 5:54 PM.</b>	Next Meeting: 5/18/2022