

## **Finance Subcommittee Meeting Draft Action Minutes**

Meeting Date: January 6, 2022, 2:00 p.m.  
Recording Secretary: Helga Foushanes

In Attendance: Tim Lilligren, Treasurer  
Richard Montgomery, Council Member  
Steve Napolitano, Mayor Pro Tem  
Bruce Moe, City Manager  
Steve S. Charelian, Finance Director  
Libby Bretthauer, Financial Services Manager  
Julie Bondarchuk, Financial Controller  
Emy-Rose Hanna, Revenue Services Supervisor

Called to Order: 2:05 p.m. by Tim Lilligren, Treasurer

### **Agenda Item #1 – Public Comments**

None.

### **Agenda Item #2 - Approval of Minutes from October 18, 2021 Finance Subcommittee Meeting**

The Finance Subcommittee approved the minutes of October 18, 2021.

### **Agenda Item #3 – Review of Results of Fiscal Year 2020-2021 Financial Audit**

Staff presented the year-end financial statements for FY 2020-2021. The City received an unmodified opinion from the auditor for the FY 2021 year-end financial report. Final report will go to City Council on January 18, 2022. The Finance Subcommittee discussed, received and filed the report.

### **Agenda Item #4 – Month End Financials for November 2021**

The Finance Subcommittee received and filed the report.

### **Agenda Item #5 - Investment Portfolio for November 2021**

The Finance Subcommittee received and filed the report.

### **Agenda Item #6 – Fiscal Year 2021-2022 Monthly Schedule of Transient Occupancy Tax, Lease Payments and Miscellaneous Accounts Receivables**

The Finance Subcommittee received and filed the report.

### **Agenda Item #7 – Bad Debt Write-Offs to Collections from July 1, 2021–September 30, 2021**

The Finance Subcommittee received and filed the report.

### **Future Agenda Items**

Revisit conducting a Stormwater Assessment Increase resident survey.

### **Agenda Item #8 – Adjournment**

The meeting adjourned at 2:40 p.m.