

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

Meeting Date: March 28, 2018  
Recording Secretary: Helga Foushanes

In Attendance: Tim Lilligren, Treasurer  
Nancy Hersman, Councilmember  
Steve Napolitano, Councilmember  
Bruce Moe, City Manager  
Steve Charelian, Interim Finance Director  
Henry Mitzner, Controller  
Libby Bretthauer, Financial Analyst  
Cynthia Mickschl, Acting Revenue Services Manager

Called to Order: 8:02 A.M. by Tim Lilligren, Treasurer

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

None.

### **Agenda Item #2 - Approval of Minutes from December 11, 2017 Finance Subcommittee Meeting**

The Finance Subcommittee approved the minutes of December 11, 2017.

### **Agenda Item #3 – Resident Satisfaction Survey Results**

The Finance Subcommittee received and filed the report.

The committee instructed staff to explore TOT rates, Storm Water increases and to contact the City's User Fee Study consultants to look into tax or fee options throughout the State. The Finance Subcommittee asked staff to get back to Council with the results later in the summer.

### **Agenda Item #4 – Modification of Existing City Attorney Contract to Modify Reimbursable Billing Rates for Private Developments and Services**

The Finance Subcommittee asked that City Attorney, Barrow be present at the next meeting to give a detailed explanation of the reimbursable billing rates for private development and services.

### **Agenda Item #5 – Month-End Financials for February 2018**

The Finance Subcommittee received and filed the report.

The committee asked Interim Finance Director Charelian to look into parking lot and street parking meter increase of \$.25-\$.50 and parking lot increases from \$.75 to \$1.50 per hour.

### **Agenda Item #6 – Fiscal Year 2017-2018 Monthly Schedule of Transient Occupancy Tax and Lease Payments and Miscellaneous Accounts Receivables**

The Finance Subcommittee received and filed the report

**Agenda Item #7 - Investment Portfolio for February 2018**

The Finance Subcommittee received and filed the report.

**Agenda Item #8 – Consideration of Bad Debt Write-Off's for Referral to Collections**

The Finance Subcommittee received and filed the report.

**Agenda Item #9 – Adjournment**

The meeting adjourned at 8:49 A.M.