

Finance Subcommittee Meeting Draft Action Minutes

Meeting Date: July 15, 2019
Recording Secretary: Helga Foushanes

In Attendance: Tim Lilligren, Treasurer
Nancy Hersman, Mayor Pro Tem
Steve Napolitano, Mayor
Bruce Moe, City Manager
Steve S. Charelian, Finance Director
Henry Mitzner, Controller
Libby Bretthauer, Financial Analyst
Cynthia Mickschl, Acting Revenue Services Manager
Julie Bondarchuk, Sr. Accountant

Called to Order: 11:02 A.M. by Tim Lilligren, Treasurer

Agenda Item #1 – Public Comments

None.

Agenda Item #2 - Approval of Minutes from February 27, 2019 Finance Subcommittee Meeting

The Finance Subcommittee approved the minutes of February 27, 2019.

Agenda Item #3 – New Storm Water Fee

The Finance Subcommittee directed staff to prepare a detailed staff report. The report is to include options and recommended strategies for a potential increase to the City's Stormwater Fee. The Subcommittee authorized staff to get an updated Rate Analysis Engineering report, as well as a fee establishment process from Harris and Associates for review at the September Finance Subcommittee meeting. If approved, a final report will be presented to full Council for review and consideration in the Fall.

Agenda Item #4 – Annual Review of City Investment Policy with Proposed Changes

The Finance Subcommittee unanimously approved the revisions to the Investment Policy and directed staff to prepare a report for full City Council review and approval.

Agenda Item #5 – Month-End Financials for May 2019

The Finance Subcommittee received and filed the report.

Agenda Item #6 - Investment Portfolio for May 2019

The Finance Subcommittee received and filed the report.

Agenda Item #7 – 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 #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 11:52 A.M.