



City of Saxman  
Finance Meeting  
October 12, 2023  
4:00 PM

## MINUTES

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### Call to Order

The meeting was called to order at 4:13 PM by Mayor Seludo.

### Roll Call

#### PRESENT

Mayor Frank Seludo  
Committee Member Woody Watson  
Committee Member Denny Blair  
Committee Member Norman Natkong Sr.

#### Also Present

Mike Beach

Heather Marvel

#### Taking Minutes:

Brianna Berg - City Clerk

#### ABSENT

Vice Mayor Billy Joe Thomas  
Committee Member Rick Makua  
Committee Member Gabriella Blair

### Public Comments

There were no public comments.

### New Business

1. Auditor RFP Proposal

Background: Presentation of an RFP Proposal received from a potential Auditor.

The City Clerk and the Accountants gave insight on the RFP Proposal we received.

#### Discussion:

The Clerk mentioned that we are in a tough spot and have only received this one proposal. At this point we are going to be late for our audit and will have to request an extension. This RFP proposal is over our budget for the fiscal year and will have to be included in our budget modification. We can go with this auditor RFP proposal this year to get our audit complete and see if we would like to stick with this firm or continue to

search. This audit would be done no later than March 30, 2024 according to the RFP Proposal.

This RFP would put us \$10,000 over budget according to Heather M. with the accounting firm.

The Mayor called for comments/questions/recommendations;

*A recommendation was made to move ahead with the Auditor RFP Proposal and to bring to the next Regular Council Meeting on October 18, 2023, for approval.*

Motion made by Committee Member Watson, Seconded by Committee Member Blair. Voting Yea: Committee Member Watson, Committee Member Blair, Committee Member Natkong Sr.

The other present Council Members D. Blair and Councilor Natkong were both okay with this recommendation.

## **FY24 Financials**

*There was a recommendation to pass the September Financials as presented.*

Motion made by Committee Member Watson, Seconded by Committee Member Blair. Voting Yea: Committee Member Watson, Committee Member Blair, Committee Member Natkong Sr.

### **Discussion:**

Mayor Seludo questioned whether or not the Council would like Mike B, one of the accountants for the City of Saxman, to work on a presentation for what he discussed in terms of the Northrim Bank meeting they had on October 9, 2023. This would be brought back to inform the Council. Possibly the bank can come and be apart of the presentation as well. Mayor Seludo requested that Mike B., look into our Loan Agreement terms and to reach out to Dana C., with Northrim Bank for further questions.

## 2. September General Fund Financials

Background: Presentation of the General Fund Financials.

Heather M., one of the accounts for the City of Saxman presented the General Fund Financials.

### **Discussion:**

There was note made by the City Clerk of a few concerning areas for looking into on the first page of the General Fund; which include

W/S Late Fees in Revenue

Rental Revenue

Health/Life Insurance

Registration

Retirement of Debt

Mayor Seludo mentioned that in the near future there may not be any revenue for the Dockside Lease due to the building moving to their own property.

3. September Water and Sewer Financials

Background: Presentation of the Water and Sewer Financials.

Heather M., one of the accounts for the City of Saxman presented the Water and Sewer Financials.

4. September Cash Accounts

Background: Presentation of the Cash Accounts.

Heather M., one of the accounts for the City of Saxman presented the Cash Accounts Financials.

5. September Seaport Financials

Background: Presentation of the Seaport Financials.

Heather M., one of the accounts for the City of Saxman presented the Seaport Financials.

**Discussion:**

Mayor Seludo questioned whether the Council wished for the staff and Mayor & Accountants to speak with our Attorney in regards of Seaport?

There was discussion on the meeting details from the meeting with Northrim Bank on October 9, 2023 for the Councils input. There will be more information provided through a presentation with Mike B., in the near future.

**Adjournment**

*The Mayor adjourned the meeting at 5:42 PM.*



Frank H. Seludo, Mayor



Brianna Berg, City Clerk



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## RECOMMENDATIONS

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1. *A recommendation was made to move ahead with the Auditor RFP Proposal and to bring to the next Regular Council Meeting on October 18, 2023, for approval.*  
Motion made by Committee Member Watson, Seconded by Committee Member Blair.  
Voting Yea: Committee Member Watson, Committee Member Blair, Committee Member Natkong Sr.
2. *There was a recommendation to pass the September Financials as presented.*  
Motion made by Committee Member Watson, Seconded by Committee Member Blair.  
Voting Yea: Committee Member Watson, Committee Member Blair, Committee Member Natkong Sr.