



FINANCE & ADMINISTRATION COUNCIL COMMITTEE & COMMITTEE OF THE WHOLE HYBRID MEETING MINUTES MAY 16, 2023

This meeting was conducted in person and remotely using teleconferencing technology provided by Zoom

CALL TO ORDER

Councilmember Bryan Holloway called the meeting to order at 6:04 pm.

Committee Members: Councilmembers James Mayhew and Louis Washington were present. Mayor Katherine Ross was also present.

Councilmember Mayhew had an excused absence for tonight's meeting.

City Staff:

Mike Chambless, Interim City Administrator; Deana Dean, City Clerk; Drew Bouta, Budget Manager; Jimmie Betts, IT Support; Krista Hintz, Management Analyst; Carson Hornsby, Management Analyst (remote); Patrick Fry, Project Engineer (remote); Emily Arteche, Community Development Director; Jen Ferguson, Finance & HR Director (remote); and Sarah Reeder, ERP Project Manager (remote).

AGENDA APPROVAL: The committee approved the agenda as presented.

PUBLIC COMMENTS - There were no public comments.

MINUTES

1. The minutes from the May 2, 2023, Finance and Administration meeting were approved as presented.

APPROVAL OF WARRANTS / CLAIMS

2. The claims approval report dated May 22, 2023, was approved to move forward at the May 22, 2023, City Council consent agenda.

AGENDA BILLS

3. **AB23-068:** Ordinance 1277 Amending the 2023-2024 Biennial Budget. Drew Bouta, Budget Manager, reviewed the proposed budget amendment. Discussion followed. This item is approved to move forward at the May 22, 2023, Council meeting for first reading of the Ordinance.
4. **AB23-071:** Server Replacement. Mike Chambless, Interim City Administrator, reviewed the proposed agenda bill. Discussion followed. This item is approved to move forward at the May 22, 2023, Council meeting on the consent agenda.

5. **AB23-072:** Teamsters MOU Incentive Retention Pay. Jen Ferguson, Finance & HR Director, spoke to this agenda bill. Brief discussion followed. This item is approved to move forward at the May 22, 2023, Council meeting non-consent agenda with a possible executive session.

DISCUSSION

6. ERP Update. Sarah Reeder, ERP Project Manager, provided an update by PowerPoint presentation. Discussion followed.
7. Upcoming Agenda Items (Informational Only):
 - a. Meadowbrook – Si View Metro Parks ILA
 - b. Fee for Services Agreement
 - c. Council Chambers Audio and Video Upgrade
 - d. Staffing Count Adjustments

CITY COUNCIL MEETING AGENDA REVIEW

8. **May 22, 2023, City Council Meeting Agenda:** Approved as amended.

Mayor Ross noted the Arts Commission will have a traveling art exhibit in City Hall on loan from the Wing Luke Museum featuring the art of Jimmy Tsutomu Mirikitani. The Arts Commission will host an opening reception on Monday May 22, 2023, from 5:30-6:30pm in the lobby of City Hall.

ADJOURNMENT - The meeting was adjourned at 7:05 pm.

Minutes taken by Deana Dean, City Clerk

Recorded meeting audio is available on the City website after the meeting.

Minutes approved at the June 6, 2023, Finance & Administration Committee Meeting.