



## FINANCE & ADMINISTRATION COUNCIL COMMITTEE & COMMITTEE OF THE WHOLE HYBRID MEETING MINUTES MARCH 21, 2023

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

### CALL TO ORDER

Councilmember Holloway called the meeting to order at 6:05 pm.

**Committee Members:** Councilmembers Bryan Holloway, Rob Wotton (remote), and James Mayhew.

**City Staff:**

Mike Sauerwein, City Administrator; Bob Sterbank, City Attorney; Deana Dean, City Clerk; Jimmie Betts, IT Support Analyst; Jen Ferguson, Finance & HR Director; Drew Bouta, Budget Manager; Krista Hintz, Management Analyst; Carson Hornsby, Management Analyst (remote); Sarah Reeder, ERP Project Manager (remote); Mike Chambless, Parks & Public Works Director (remote); and Emily Arteche, Community Development Director (remote).

**AGENDA APPROVAL:** The committee approved the agenda as presented.

**PUBLIC COMMENTS** - There were no public comments.

### MINUTES

1. The minutes from the March 7, 2023, Finance and Administration meeting were approved as presented.

### APPROVAL OF WARRANTS / CLAIMS

2. The claims approval report dated March 27, 2023, was approved to move forward at the March 27, 2023, City Council consent agenda.

### AGENDA BILLS

3. **AB23-041:** Amending the Snoqualmie Personnel Policies by Rescinding and Repealing Policy 2.33. Bob Sterbank, City Attorney, provided a summary. Discussion followed with Bob and Jen Ferguson, HR & Finance Director, answering committee questions. This item is approved to move forward at the March 27, 2023, City Council meeting on the consent agenda.

### DISCUSSION

4. Council Chambers AV Update: Avery Dahl from Dimensional Communications was present remotely to answer questions. Andy Latham, IT Support, reviewed the updated council chambers AV proposal. Discussion followed.

5. ERP Update: Sarah Reeder, ERP Project Manager, provided an update on the Tyler Munis project.
6. Council Position #5 Interviews: Committee will take applications as submitted and proceed with the eight candidates to do interviews. There will be a special meeting on Tuesday March 28, 2023, at 6:00 pm. Chair Holloway will advise Council at the Monday March 27, 2023, meeting. Brief discussion on interview questions and process for the March 28<sup>th</sup> meeting.

#### **CITY COUNCIL MEETING AGENDA REVIEW**

7. **March 27, 2023, City Council Meeting Agenda:** Approved as amended.

**ADJOURNMENT** - The meeting was adjourned at 7:11 pm.

*Minutes taken by Deana Dean, City Clerk*

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

*Minutes approved at the April 4, 2023 Finance & Administration Committee Meeting.*