

Finance Subcommittee Meeting Draft Action Minutes

Meeting Date: May 9, 2024, 3:00 p.m.
Location: City Manager's Conference Room – City Hall
Recording Secretary: Helga Foushanes

In Attendance: Tim Lilligren, Treasurer
Joe Franklin, Mayor
Steve Napolitano, Council Member
Bruce Moe, City Manager
Steve S. Charelion, Finance Director
Julie Bondarchuk, Financial Controller
Libby Bretthauer, Financial Services Manager
Emy-Rose Hanna, Revenue Services Supervisor
Amira Khodari, Accounting Supervisor

Called to Order: 3:05 p.m. by Mayor Joe Franklin

Agenda Item #1 – Public Comments

None.

Agenda Item #2 - Approval of Minutes from February 6, 2024, Finance Subcommittee Meeting

The Finance Subcommittee approved the minutes of the February 6, 2024, meeting.

Agenda Item #3 – Comprehensive User Fee Study and Cost Allocation Plan (CAP) Consultant Selection

The Finance Subcommittee directed staff to come back in October with an update on the study. The Finance Subcommittee received and filed the report.

Agenda Item #4 – Fiduciary Consultant for Employee Retirement Accounts

The Finance Subcommittee received and filed the report.

Agenda Item #5 – Discuss Revenue Enhancement Measures

Staff provided an update regarding revenue enhancements; the sales tax measure was discussed, and the committee directed staff to conduct a citywide survey before placing the measure on the November ballot.

Agenda Item #6 – Investment Portfolio for March 2024

The Finance Subcommittee received and filed the report.

Agenda Item #7 – Month-End Financials for March 2024

The Finance Subcommittee received and filed the report.

Agenda Item #8 – Fiscal Year 2023-2024 Monthly Schedule of Transient Occupancy Tax, Lease Payments and Miscellaneous Accounts Receivables

The Finance Subcommittee received and filed the report.

Agenda Item #9 – January 1, 2024, through March 31, 2024, Bad Debt Write Offs for Miscellaneous Accounts Receivables, Utility Billing and Ambulance Transports Referred to Collections

The Finance Subcommittee received and filed the report.

Adjournment

The meeting adjourned at 3:46 p.m.