



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

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 28th 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 _____ Finance & Administration Committee Meeting.