



2022 FINANCE & ADMINISTRATION WORK PLAN

Items are not listed in any particular order. Agenda items & meeting dates are subject to change.

UPDATED: 7/29/2022 2:00 PM

AUGUST 16 - FINANCE & ADMINISTRATION COMMITTEE, 6:30 PM		AGENDA FRI 6/17
TOPIC		STAFF
Minutes:		Deb Estrada
Warrants: Claims Report		Drew Bouta
AB22-100: Ordinance xxxx, Snoqualmie Valley School District Impact Fees for 2023		Jason Rogers
AB22-099: Resolution xxxx. Adoption of Snoqualmie Valley School District Capital Facility Plan 2022-2027		Jen Ferguson
AB22-XXX: Approve Resolution No. XXXX Terminating Mission Square 401(a) Retirement Plan		Jen Ferguson
AB22-XXX: Behavioral Health Specialist		Jen Ferguson
Discussion: Enterprise Resource Planning (ERP) Project Update		Sarah Reeder
Discussion: Financial Quarterly Performance Reporting		Jen Ferguson
Discussion: Finance & Administration Work Plan		Deb Estrada
Draft August 22 City Council Agenda		Deb Estrada

SEPTEMBER 7 - FINANCE & ADMINISTRATION COMMITTEE, 6:30 PM		AGENDA FRI
TOPIC		STAFF
Minutes:		Deb Estrada
Warrants: Claims Report		Drew Bouta
Discussion: Finance & Administration Work Plan		Deb Estrada
Draft City Council Agenda		Deb Estrada

SEPTEMBER 20 - FINANCE & ADMINISTRATION COMMITTEE, 6:30 PM		AGENDA FRI
TOPIC		STAFF
Minutes:		Deb Estrada
Warrants: Claims Report		Drew Bouta
Discussion: Enterprise Resource Planning (ERP) Project Update		Sarah Reeder
Discussion: Finance & Administration Work Plan		Deb Estrada
Draft City Council Agenda		Deb Estrada

OCTOBER 4 - FINANCE & ADMINISTRATION COMMITTEE, 6:30 PM		AGENDA FRI
TOPIC		STAFF
Minutes:		Deb Estrada

Warrants: Claims Report	Drew Bouta
AB22-076: 2023-2024 Biennial Budget – Review and Deliberations of Proposed Budget	All Dept Directors
Discussion: Finance & Administration Work Plan	Deb Estrada
Draft City Council Agenda	Deb Estrada

OCTOBER 18 - FINANCE & ADMINISTRATION COMMITTEE, 6:30 PM	AGENDA FRI
TOPIC	STAFF
Minutes:	Deb Estrada
Warrants: Claims Report	Drew Bouta
AB22-076: 2023-2024 Biennial Budget – Review and Deliberations of Proposed Budget	All Dept Directors
Discussion: Finance & Administration Work Plan	Deb Estrada
Draft City Council Agenda	Deb Estrada

NOVEMBER 8 - FINANCE & ADMINISTRATION COMMITTEE, 6:30 PM	AGENDA FRI
TOPIC	STAFF
Minutes:	Deb Estrada
Warrants: Claims Report	Drew Bouta
Discussion: Ethics Statement	Bob Sterbank
Discussion: Finance & Administration Work Plan	
Draft City Council Agenda	Deb Estrada

NOVEMBER 22 - FINANCE & ADMINISTRATION COMMITTEE, 6:30 PM	AGENDA FRI
TOPIC	STAFF
Minutes:	Deb Estrada
Warrants: Claims Report	Drew Bouta
Discussion: Finance & Administration Work Plan	Deb Estrada
Draft City Council Agenda	Deb Estrada

DECEMBER 6 - FINANCE & ADMINISTRATION COMMITTEE, 6:30 PM	AGENDA FRI
TOPIC	STAFF
Minutes:	Deb Estrada
Warrants: Claims Report	Drew Bouta
Discussion: Finance & Administration Work Plan	Deb Estrada
Draft City Council Agenda	Deb Estrada

DECEMBER 20 - FINANCE & ADMINISTRATION COMMITTEE PURSUANT TO COUNCIL ACTION TAKEN FEBRUARY 28, 2022 NOTICE:
--

OTHER ITEMS TO BE SCHEDULED:

1. Internal control matters
 - Discussion of internal controls implementing purchasing matrix and related policies
 - Administration update of Clark Number recommendations
2. Review of Whistleblower policies
3. Travel Policy
4. Financial Reporting
5. Ethics Ordinance – Comprehensive review of ethics policies and practices
6. Council Rules of Procedure
7. Enterprise Resource Planning Project Update