



FINANCE & ADMINISTRATION COUNCIL COMMITTEE & COMMITTEE OF THE WHOLE HYBRID MEETING MINUTES FEBRUARY 7, 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 6:30 pm.

Committee Members: Councilmembers Bryan Holloway, James Mayhew, and Rob Wotton. Also, present were Mayor Katherine Ross and Councilmember Cara Christensen (remote).

City Staff:

Mike Sauerwein, City Administrator; Bob Sterbank, City Attorney; Jen Ferguson, Finance and HR Director; Deana Dean, City Clerk; Andy Latham, IT Support Analyst; Drew Bouta, Budget Manager; Mike Chambless, Parks & Public Works Director (remote); Carson Hornsby, Management Analyst; Christopher Miller, Interim IT Director (remote); Emily Arteche, Community Development Director (remote); Joan Quade, Administrative Assistant (remote); and Tami Wood, Revenue Manager (remote).

AGENDA APPROVAL: The committee approved the agenda as presented.

PUBLIC COMMENTS - There were no public comments.

MINUTES

1. The minutes from the January 18, 2023, Finance and Administration meeting were approved as presented.

APPROVAL OF WARRANTS / CLAIMS

2. It was moved by Councilmember Holloway, seconded by Councilmember Wotton, to approve the claims approval report dated February 13, 2023 to the February 13, 2023 City Council consent agenda. The motion passed unanimously.

PRESENTATION – There was no presentation.

AGENDA BILLS

3. **AB23-017: Classification & Compensation Study.** Management Analyst Carson Hornsby introduced this agenda item and the GovHR consultant, Joellen Cademartori, who appeared remotely and provided a presentation on the final report of the classification and compensation study for Teamsters and M&P positions. Councilmember Holloway inquired as to anyone wishing to make public comment. There was no one wishing to speak. Discussion followed.
4. **AB23-022: Memorandum of Understanding - SPD and IAFF.** Finance and HR Director Jen Ferguson provided an overview of the memorandum of understanding regarding incentive bonuses aimed at retention for police and fire employees. Discussion followed. This matter is approved to proceed to the February 13, 2023 council meeting along with an appropriation amendment.

5. **AB23-024:** City Council Appointment and Timeline. Discussion followed. This matter is approved to proceed to the February 13, 2023 council meeting. Committee recommends Proposal A.
6. **AB23-025:** Council Retreat Agenda. This matter is approved to proceed to the February 13, 2023 council meeting.

DISCUSSION

7. Upcoming Agenda Items. Nothing to discuss at this time.

CITY COUNCIL MEETING AGENDA REVIEW

8. **February 13, 2023, City Council Meeting Agenda:** Approved as amended.
9. **March 24-25, 2023, City Council Retreat Agenda:** Approved to proceed to the February 13, 2023 council meeting.

Councilmember Holloway instructed future Finance & Administration Committee meetings to begin at 6:00 pm starting with the February 27, 2023 meeting.

ADJOURNMENT

The meeting was adjourned at 8:02 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.