



FINANCE & ADMINISTRATION COUNCIL COMMITTEE & COMMITTEE OF THE WHOLE HYBRID MEETING MINUTES (DRAFT) SEPTEMBER 20, 2022

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

CALL TO ORDER & ROLL CALL

Committee Chair Mayhew called the meeting to order 6:30 PM

Committee Members: Chair James Mayhew, Councilmember Cara Christensen, Councilmember Holloway present.

City Staff:

Mike Sauerwein, City Administrator/Acting City Clerk
Drew Bouta, Budget Manager
Jason Rogers, Senior Planner
Chris Miller, Interim IT Director
Andy Latham, IT Systems Support

AGENDA APPROVAL: Committee approved the agendas with noted corrections September 7, 2022 minutes.

PUBLIC COMMENTS - There were no requests to speak.

MINUTES

1. Approval of the minutes: Committee approved the following Minutes.
 - a. September 7, 2022, Finance and Administration Meeting

Committee approved the agendas with noted corrections to the September 7, 2022 minutes.

APPROVAL OF WARRANTS / CLAIMS

2. Claims Approval Report dated September 26, 2022 was approved for the October 10 City Council Consent agenda.

CITY COUNCIL AGENDA REVIEW

1. Added 6:00 PM Round Table Mill Site Development Agreement to September 26, 2022 City Council Agenda.
2. Added Legislative Priorities Discussion to the Committee of the Whole in the September 26, 2022 City Council Agenda.
3. Added Mill Site Development Agreement Discussion to September 27, 2022 City Council Special Meeting.

AGENDA BILLS

3. **AB22-074:** Financial Management Policy – Moved to the next F&A Committee Meeting.

DISCUSSION

4. Finance & Administration Work Plan Update.
5. Enterprise Resource Planning (ERP) Project Update

6. Quarterly Financial Performance Report – Q2 Report and Sample Framework

ADJOURNMENT

Committee Chair Mayhew adjourned the meeting.