



## FINANCE & ADMINISTRATION COUNCIL COMMITTEE & COMMITTEE OF THE WHOLE HYBRID MEETING MINUTES NOVEMBER 22, 2022

---

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

### CALL TO ORDER

Committee Chair Mayhew called the meeting to order at 6:30 pm.

**Committee Members:** Chair James Mayhew (remote) and Councilmember Cara Christensen (remote). Also, present were Mayor Ross (remote).

CM Holloway's absence was excused with no objection.

### City Staff:

Mike Sauerwein, City Administrator; Bob Sterbank, City Attorney; Drew Bouta, Budget Manager; Deana Dean, City Clerk; Jimmie Betts, IT; Chris Miller, Interim IT Director (remote); Mike Chambless, Parks & Public Works Director (remote); Sarah Reeder, IT Project Manager (remote); Carson Hornsby, Management Analyst (remote); Emily Arteché, Community Development Director (remote).

**AGENDA APPROVAL:** The committee approved the agenda as presented.

**PUBLIC COMMENTS** - There was no public comment.

### MINUTES

1. Committee approved the minutes from the Nov. 8, 2022, Finance and Administration meeting as presented.

### APPROVAL OF WARRANTS / CLAIMS

2. Claims Approval Report dated Nov. 28, 2022, was approved for the Nov. 28, 2022, City Council consent agenda.

### PRESENTATION

3. Update on the ERP Tyler/Munis Project provided by Sarah Reeder. Council questions and comments followed.

### AGENDA BILLS

4. **AB22-162:** 2021-2022 Biennial Budget Amendment. Approved to move to the November 28, 2022, council meeting.

### DISCUSSION

5. **Finance & Administration Work Plan Update:** Informational item only.

### CITY COUNCIL MEETING AGENDA REVIEW

6. **Nov. 28, 2022, City Council Meeting Agenda:** Approved as amended.

## **ADJOURNMENT**

Committee Chair Mayhew adjourned the meeting at 6:53 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 and Administration Committee Meeting.*