Call to Order: Deputy Mayor Swatman

Anticipated Attendees: Deputy Mayor Dan Swatman, Councilmember Donn Lewis and Councilmember Katrina Minton-Davis. Other Councilmembers who may be in attendance: Councilmember Hamilton, Councilmember McKibbin, Councilmember Rackley and Councilmember Watson.

Anticipated Staff Attendees: Don Morrison, City Administrator; John Vodopich, Community Development Director; Dan Grigsby, Public Works Director; Woody Edvalson, Administrative Services Director/City Clerk; Jenna Richardson, Human Resources Manager and Gary Leaf, Facilities & Special Project Manager.

Updates and/or Reports:
1. Personnel Updates and/or Issues; Jenna Richardson, H.R. Manager

Old Business/Action Items:

New Business/Action Items:

Discussion Items: (No advance study materials.)
1. Energy Audit
2. Credit Card Fees
3. Status and finance options for the Public Works storage on 96th.
4. Budget discussion

Adjournment:
There being no further business, the meeting adjourned approximately _______ P.M.

Work In Progress:
1. Develop an Invitation For Proposal (IFP) for Banking Services.
   

2. Set-up Eastown ULA (Kahne development). (January 2014) COMPLETED

3. Close 2013 Fiscal Year and begin Financial Statements (February-May, 2014) Submitted to SAO 5/30/14

4. End of year 2013 Budget to Actual reports (Begin after year end 2013 closed) Presented at 5/6/14 Workshop

5. First quarter 2014 Budget to Actual reports (Distribute 4/22 – 5/13/14) Presented at 5/6/14 Workshop

6. Update Financial Model (Update and distribute after 2nd Qtr. 2014) Presented at 5/6/14 Workshop

7. Review, Develop and Implement the EDEN Budgeting system. (EDEN presentation and project start approx. May 5, 2014) Due to an emergency, EDEN had to reschedule the project overview to 5/22/14. Actual Training 6/2/14 – 6/6/14. COMPLETED
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Roll Call - Elected Officials - Committee Members Present: Deputy Mayor Swatman, chair; Councilmembers: Lewis, Watson, McKibbin, and Minton-Davis.

Anticipated Attendees - Staff:
- Don Morrison, City Administrator
- Woody Edvalson, City Clerk/Administrative Services Director
- Jenna Richardson, H.R. Manager
- Al Juarez, Chief Financial Officer

Updates and/or Reports:
1. Personnel Updates and/or Issues. Jenna Richardson, H.R. Manager, provided the following:
   - (a) Testing for the CSO position within the Police Department is currently underway;
   - (b) Recruiting for the position of Probation Officer closes at the end of August;
   - (c) A Maintenance Worker II position is now available within Public Works as a result of Brent Lewis being promoted;
   - (d) A new CFO is scheduled to start with CBL on 9/22/14; and,
   - (e) Al’s last day on site is August 19, 2014.

Old Business/Action Items:

New Business/Action Items:
1. Proposed Resolution 2406; AB14-111. Renew a Network Services Agreement with Pierce County for access to the County GIS Systems. John Vodopich. John initiated discussion on this item stating that the previous contract had extended for a five year period. This current contract is for an open ended unspecified period of time with either party having the ability to terminate with a 30 day notice. The current contract specifies an annual cost of $33,775, which has been a consistent budget for the past five years. After robust discussion the committee unanimously recommended that this item move forward for discussion by full Council.

2. Proposed Resolution 2407; AB14-112. Agreement with KPG Engineering for the 186th Corridor Project Final Design. Dan Grigsby. Dan initiated discussion on this item stating that this Resolution and contract is as a result of a previous Developer Agreement with Renwood Development LLC, who is developing the multi-family project behind the Library at the end of 186th Street. The Developer Agreement requires offsite street improvements to mitigate the impacts of the Renwood project on surrounding streets. After robust discussion about Council’s original intent and funding, the committee unanimously recommended that this item move forward for discussion by full Council.

3. Proposed Resolution 2408; AB14-113. Agreement with Puget Sound Energy for the 186th Corridor Project Underground Design. Dan Grigsby. Dan initiated discussion on this item stating that this agreement with PSE is to run concurrently with Renwood’s construction project and will provide undergrounding of the power lines. After brief discussion the
committee unanimously recommended that this item move forward for discussion by full Council.

Discussion Items:

1. Review Minutes-Notes: July 22, 2014 Meeting. *These minutes-notes were approved without edit.*

2. Banking Services; Credit Card Fees - Budget to Actual comparison at 6/30/2014. Al Juarez & Don Morrison. Al initiated discussion on this item stating that the 2014 original adopted budget was estimated during the last quarter of 2012. Since that period of time credit card usage for building permits, utility bill payments and court fines and fees has increased tremendously. We did not budget for this exponential growth and thus the included worksheets illustrate the amount of underfunding we are currently experiencing. Al stated that as a professional courtesy this item was brought to the Committee’s attention so that they were aware of the issue early in the year and thus would not be surprised when a recommendation to remedy the scenario comes forward. After brief discussion committee stated that they should continue discussion on this item at a future meeting.

Adjournment:

There being no further business, the meeting adjourned approximately __6:28____ P.M.

Work In Progress:

1. Develop an Invitation For Proposal (IFP) for Banking Services.

2. Set-up Eastown ULA (Kahne development). *(January 2014) COMPLETED*

3. Close 2013 Fiscal Year and begin Financial Statements *(February-May, 2014) Submitted to SAO 5/30/14*

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