



Finance Committee

January 8, 2019 Regular Scheduled Meeting

APPROVED MINUTES

The meeting was called to order at 5:00 P.M.

Roll Call:

Deputy Mayor Randall McKibbin (Chair)
Councilmember Dan Swatman
Councilmember Tom Watson

Attendees:

City Administrator, John Vodopich
Admin. Services Director/City Clerk, Woody Edvalson
Management Analyst/Executive Assistant, Leslie Harris
Chief Finance Officer, Cherie Gibson
Human Resources Manager, Jenna Richardson
Information Services Manager, Chuck McEwen
Facilities & Special Project Manager, Gary Leaf
Administrative Assistant III, Debbie McDonald

Finance Committee

I. Reports/Presentations:

Personnel Update

Human Resources Manager Jenna Richardson

Human Resources Manager Richardson stated that Human Resource Generalist will be closing in a week. Have conducted interviews for the Administrative Specialist II position. Have testing coming up for the Police Department. There has been a change in G.I.S. staff, working on a review of the position. Will bring a new resolution to City Council in support of the Wellness Committee. Working on plans on how best to fill positions of employees that will be retiring in 2019.

Councilmembers asked questions.

II. Business/Action Items:

AB19-02 Resolution 2704 Fennel Creek Trail – Gary Leaf, Facilities & Special Project Manager

Facilities & Special Project Manager Leaf stated it is a \$30,000.00 contract with Parametrix just for the consulting part to figure out what parcels need to be purchased for Segment 2 of the Fennel Creek Trail.

Moved to Full Council Agenda

AB19-03 Resolution 2705 Building Card Access System Phase II – Leslie Harris, Management Analyst/Executive Assistant

Management Analyst/Executive Assistant Harris discussed phase II of the Building Card Access System. The contract would allow Building Control System to key card the last nine doors at the Justice Municipal Center.

Moved to Full Council Agenda

*Approval of November 13, 2018 Meeting Notes
Debbie McDonald, Administrative Specialist III*


Minutes Approved

III. **Open Committee Discussion:** NONE

IV. **Closed Session:** NONE

VI. **Adjournment:**

Deputy Mayor McKibbin adjourned the meeting at 5:23.



Debbie McDonald, Administrative Assistant