



Finance Committee

January 22, 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
Senior Accountant, Terrina Marchant
Human Resources Manager, Jenna Richardson
Administrative Assistant III, Debbie McDonald

Finance Committee

I. Reports/Presentations:

Personnel Update

Human Resources Manager Jenna Richardson

Human Resources Manager Richardson stated they held Oral Boards last week, will meet with the Civil Service Committee to certify the list. Has completed reviewing applications for the Human Resource Generalist position. Has opened up the Judicial Specialist position internally.

Councilmembers asked questions.

East Pierce Fire & Rescue Lease Extension Request
City Administrator John Vodopich

City Administrator Vodopich explained the lease East Pierce Fire & Rescue have with the City, and the request to extend it. The lease is adjusted each year and discussed the tenant improvements.

Deputy Mayor McKibbin wants it made clear on any improvements needed.

Will Bring Back to Next Finance Committee

II. Business/Action Items:

Accounts Receivable Write Off – Terrina Marchant, Senior Accountant

Senior Accountant Marchant stated there are two past due bills totaling \$2700.00. Both were sent to collections and have been unable to locate the customers. Would like approval to write off the debts.

Councilmembers Approved the Write-Off

*Approval of January 8, 2019 Meeting Notes
Debbie McDonald, Administrative Specialist III*

Minutes Approved

III. Open Committee Discussion

City Administrator Vodopich introduced an Agenda Bill to provide some relief for Federal workers with City utility payments up to 60 days after they return back to work.

Councilmembers asked questions.

Will do an Agenda Modification at Tonight's Council Meeting

Councilmember Swatman would like to see the Utility Tax lowered, suggested 10%. Will come back to Finance Committee with more information and figures.

IV. Closed Session: NONE

VI. Adjournment:

Deputy Mayor McKibbin adjourned the meeting at 5:26.



Debbie McDonald, Administrative Assistant