



City Council Finance & Personnel Committee Meeting Minutes of February 15, 2024

The Finance & Personnel Committee meeting is held using a hybrid model.

The public is welcome to attend the meeting in person at City Hall (First Floor Conference Room) or virtually by using the meeting access link and additional information located on the City's website and on the meeting agenda.

Members Present: Barbara Bitetto, Carla Bowman, ~~Earle Stuard~~, Pat Cole (alt)

Others Present: n/a

Staff Present: Administrative Services Director (ASD) Jeff Steffens, Chief Financial Officer (CFO) Kassandra Raymond.

The meeting convened at 4:08 p.m. via Microsoft Teams. Councilmember Cole and ASD Steffens attended virtually.

Committee Business

Resolution No. 1670 Metro Animal Services Donation: CFO Raymond reviewed the proposed resolution accepting a \$10,000 bequest from a local citizen to Metro Animal Services. *Do Pass (Consent Agenda, March 4, 2024)*

Ordinance No. 2882 Approving Public Works Trust Fund Loan: CFO Raymond reviewed the ordinance, terms and conditions of the Washington State Public Works Trust Fund loan, and the overall funding for the decant facility phase of the PW Operations Facility. This item was also presented to the Public Works Committee. *Do Pass (Regular Business, February 20, 2024)*

Sales Tax Reporting: CFO Raymond reviewed staff's monthly sales tax analysis activities and discussed results. This is a regular reporting item. *No further Committee action required at this time.*

Recruitment and Negotiations Update:

Recruitment: ASD Steffens provided a verbal update:

- Open recruitments include:
 - Community Service Officer, Police Officer(s) (City focusing on lateral or exceptional candidates), and Finance Technician I.
- Negotiations
 - City Council was recently updated on the status of pending labor negotiations at Executive Session. We have presented our "Last, Best and Final" offer to the International Union of Operating Engineers, we anticipate a union vote in early March.

Audit Update: CFO Raymond provided a verbal update on the status of the FY2022 state audit. The State Auditor has completed the Financial and Federal Audit for FY2022, and Accountability Audit for FY2021 and FY2022. All three audits were a clean audit opinion. This item is concluded, and will be next discussed when the FY2023 audit begins. *No further Committee action required at this time.*

Other: None

With no further items, the meeting adjourned at 5:14 p.m.

Prepared by Chief Financial Officer Kassandra Raymond