

**Finance & Administration Committee**

Date: June 28, 2016

Attendance: Amy Walen, Jay Arnold, Doreen Marchione, Marilynne Beard, Michael Olson, Tom Mikesell, Jessica Clem, Item 1 only: Cherie Harris, Mike Ursino & Lorrie McKay

<b>Agenda Item:</b>	<b>Action Items:</b>
<p><b>1. Animal Services</b> Notes: Lorrie gave an overview on the status of the City's current animal services contract and negotiations timeline. The City's current contract with Regional Animal Services of King County (RASKC) expires on December 31, 2017. The City can opt to negotiate a new contract with RASKC or choose to exit the regional program and provide animal services locally. A letter of intent must be provided to RASKC by December 31, 2016 if the City intends to stay in the regional program. Staff is confident that operating and providing animal services locally can be achieved effectively and efficiently should the Council choose this option. The Committee requested that the topic be brought to the full Council for a recommendation.</p> <p><i>(Attachment 1)</i></p>	<p>Topic will be brought forward for full Council discussion at an upcoming study session.</p>
<p><b>2. Investment Policy Update</b> Notes: Michael brought a clean copy of the draft investment policy proposed at the last Committee meeting. He reviewed each change, the majority of which is formatting in nature. The Committee accepted all changes.</p> <p><i>(Attachment 2)</i></p>	<p>Policy will be brought for adoption at the July 19 City Council meeting.</p>
<p><b>3. Council Email Acknowledgement Option</b> Notes: Marilynne reviewed an updated draft email response which was discussed at the previous meeting. The proposed verbiage would be the standard response for all correspondence sent to the Council email address. The Committee was supportive of this approach.</p> <p><i>(Attachment 3)</i></p>	<p>No action for this item.</p>
<p><b>4. Open Labor Negotiations to the Public</b> Notes: After discussing the topic, the Committee does not recommend opening labor negotiations to the public due to the following points:</p> <ul style="list-style-type: none"><li>• It would compromise the City's ability to negotiate fair contracts</li><li>• It would overstep the role and responsibility of the City Manager</li><li>• Contracts are ratified by City Council and included in Council packets which are available to the public</li></ul> <p><i>(No materials for this item)</i></p>	<p>No action for this item.</p>

<p><b>5. May Dashboard Report</b>  Notes: The May dashboard was reviewed. Revenues and expenditures are within expectations. As reported in the prior month, business license revenues are ahead of budget due to increased collection efforts. Also, development revenues continue to be above budget mainly due to Kirkland Urban and Totem Lake. Staff continue to monitor Fire suppression overtime, which is at 59% of budget, due in part to an increase in injuries/sick leave use and backfilling retirements. .  <i>(Attachment 4)</i></p>	<p>No action for this item.</p>
<p><b>Other Items:</b></p> <ul style="list-style-type: none"> <li>• <b>May Investment Report</b> <i>(Attachment 5)</i></li> <li>• <b>May Sales Tax Memo</b> <i>(Attachment 6)</i></li> </ul> <p><b>Upcoming Council Agenda Items:</b>  <b>June 19 Regular Meeting</b>  Public Disclosure Semi-Annual Report  Cemetery Update  Investment Policy Update</p> <p><b>Tentative Next Agenda</b>  <b>July 26, 2016</b>  Utility Rates</p> <p><b>Future Topics:</b></p> <ul style="list-style-type: none"> <li>• 2017-2018 Budget</li> <li>• New – Conference Room naming for former City Manager <i>(added 5/3/2016)</i></li> </ul>	<p>No action for these items.</p>