

Finance & Administration Committee

Date: February 23, 2016

Attendance: Amy Walen, Jay Arnold, Kurt Triplett, Michael Olson, Tom Mikesell, Jessica Clem, Robin Jenkinson (Item 1 only), Kathy Brown, Ray Steiger, George Minassian & Julie Elsom (Item 2 only)

Agenda Item:	Action Items:
<p>1. Employee Code of Ethics Notes: Robin presented the draft ordinance to delete an unneeded definition of "interest" in the Employee of Code of Ethics. It was suggested that the term "pecuniary" be changed to "financial" in KMC 3.82.040(3) to be consistent throughout. The Committee also discussed KMC 3.82.040(9) stating that some employees in Planning and Building cannot own other than their residence in the City, i.e., no investment property. It was suggested that a disclosure requirement could be included or the whole subsection could be deleted. Robin will prepare a draft for Committee review.</p> <p><i>(Attachment A)</i></p>	<p>Topic will be presented to the Public Works, Parks, and Human Services Committee and then brought forward for full Council approval at an upcoming Council meeting.</p>
<p>2. Milling Machine Notes: PW staff gave an overview of the Street Preservation Program and methods for structural patching. Staff discussed the benefits of owning vs. renting a milling machine, including increased efficiency in crew production, extending the construction season and environmental benefits. Staff recommends that the City purchase a milling machine. The Committee was supportive of this recommendation.</p> <p><i>(Materials provided at the meeting)</i></p>	<p>Topic will be brought forward for full Council approval at the March 16 Council meeting.</p>
<p>4. January Dashboard Report Notes: The January dashboard was provided for review. Sales tax revenues are about 12% higher compared to January of last year. Utility taxes are expected to be more in line with budget this year. Business License revenues are under budget due to the timing of a large renewal payment. Fire suppression overtime continues to be monitored by staff and will be reviewed with the 2017-2018 Budget.</p> <p><i>(Attachment B)</i></p>	<p>No action for this item.</p>
<p>Other Items:</p> <ul style="list-style-type: none">• January Investment Report <i>(Provided at the meeting)</i>• January Sales Tax Memo <i>(Attachment C)</i> <p>Upcoming Council Agenda Items:</p>	<p>No action for these items.</p>

Tentative Next Agenda

March 29, 2016

Solid Waste Contract Procurement Process

April 26, 2016

Investment Policy Update

Future Topics:

- ~~Recovery of ESP outreach fund from future connections (from 7/1/14 Council meeting)~~
- Email Archiving
- Open Labor Negotiations to the Public (added 7/7/15)
- Affordable Care Act Reporting (added 10/5/15)
- New - Future of Library Board (added 1/26/16)
- New - Employee Code of Ethics (added 1/26/16)