

## **Finance Subcommittee Meeting Draft Action Minutes**

Meeting Date: January 31, 2017  
Recording Secretary: Helga Foushanes

In Attendance: Tim Lilligren, Treasurer  
Amy Howorth, Councilmember  
Wayne Powell, Councilmember  
Bruce Moe, Finance Director  
Henry Mitzner, Controller  
Steve Charelian, Revenue Services Manager  
Libby Bretthauer, Financial Analyst

Called to Order: 8:35 A.M. by Tim Lilligren, Treasurer

### **Agenda Item #1 – Public Comments**

None.

### **Agenda Item #2 - Approval of Minutes from December 5, 2016 Finance Subcommittee Meeting**

The Finance Subcommittee unanimously approved the minutes of December 5, 2016.

### **Agenda Item #3 – Two Year Optional Extension of Existing Audit Contract with Lance, Soll and Lunghard CPA's**

The Finance Subcommittee approved an extension and a recommendation to City Council to extend the contract.

### **Agenda Item #4 – December Month-End Financial Reports – Fiscal Year 2016-2017**

The Subcommittee requested a schedule of federal grant/subsidies received in future reports.

The Finance Subcommittee received and filed the report.

### **Agenda Item #5 Investment Portfolio for December 2016**

The Finance Subcommittee received and filed the report.

### **Agenda Item #6 – Fiscal Year 2016/2017 Monthly Schedule of Transient Occupancy Tax and Lease Payments and Miscellaneous Accounts Receivables**

The Finance Subcommittee received and filed the report.

### **Agenda Item #7 – Update on Taxi Franchise Renewal** (no written report)

The Finance Subcommittee received the report, and requested the City Council report on this topic include the fiscal impacts of recent trends in City taxicab franchising.

**Agenda Item #8 – Consideration of Bad Debt Write-Off’s for Referral to Collections from October 1, 2016 through December 31, 2016**

The Finance Subcommittee received and filed the report.

**Agenda Item #9 – Adjournment**

The meeting adjourned at 9:02 A.M.