

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

Meeting Date: September 28, 2017  
Recording Secretary: Helga Foushanes

In Attendance: Tim Lilligren, Treasurer  
Amy Howorth, Councilmember  
Steve Napolitano, Councilmember  
Mark Danaj, City Manager  
Bruce Moe, Finance Director  
Henry Mitzner, Controller  
Libby Bretthauer, Financial Analyst

Called to Order: 8:33 A.M. by Tim Lilligren, Treasurer

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

None.

### **Agenda Item #2 - Approval of Minutes from July 26, 2017 Finance Subcommittee Meeting**

The Finance Subcommittee approved the minutes of July 26, 2017.

### **Agenda Item #3 – Month-End Financials for August 2017 and Fiscal Year 2017/2018 Grants Update**

The Finance Subcommittee directed staff to create a separate Grants Update staff report for future City Council meetings.

The Finance Subcommittee received and filed the report.

### **Agenda Item #4 Investment Portfolio for August 2017**

The Finance Subcommittee received and filed the report.

### **Agenda Item #5 – 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 #6 – Consideration of Bad Debt Write-Off's for Referral to Collections**

The Finance Subcommittee voted to change the "Recommended Action" from Receive and File to Ratify and File.

The Finance Subcommittee ratified and filed the report.

**Agenda Item #7 – Re-Establishment of City Grant Funding for Non-Profit Community-Based Organizations**

The Finance Subcommittee recommends that the City Council not pursue subsidizing local non-profit organizations with general purpose funds. The Finance Subcommittee also recommends no change to the current practice of sponsoring or waiving fees for local non-profit events on a case-by-case basis.

**Agenda Item #8 – Adjournment**

The meeting adjourned at 9:14 A.M.