



## Finance & IT Committee

August 3, 2020 4:00 pm

### Meeting Notes

**Attendees via Zoom:** Mayor Jennifer Gregerson, Council Vice President Sarah Kneller, Councilmembers Bob Champion and Elisabeth Crawford, City Administrator Steve Powers, Public Works Director Andrea Swisstack, and Finance Director Michelle Meyer.

#### 1) Review Draft Capital Project New Budget Items for 2021 Budget

Director Meyer provided a brief overview of the Capital Project New Budget Item (NBI) process and REET II funding and Director Swisstack reviewed eleven draft individual NBI requests for funding for the 2021 budget.

Council Member Champion questioned the use of the NBI format for ongoing annual projects and wondered if there was a better way to reflect that the items were not really “new”. Mayor Gregerson explained that additional information would be added to the forms to reflect when ongoing annual projects were initially approved by Council. There was discussion about possibly combining some of the ongoing funding requests and Council Member Crawford indicated she supported keeping the forms separate to provide more detailed information.

*The eleven Capital Project NBI’s were approved to move forward to the August 10, 2020 Work Session.*

**Next Meeting:** Tentatively scheduled for August 24 at 5:30pm.

#### Extended Topic Items:

- Long Range Financial Plan
- Mukilteo Municipal Code Finance sections review
- Financial policy review