

# AGENDA

## Finance Committee Meeting

February 25, 2019 @ 6:30 PM

Finance Department, City Hall

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### 1. Call to Order

- A. Attendance
- B. Minutes from 1/28
- C. Acceptance of Agenda

### 2. General Business

- A. Donation of Service Request, Enumclaw FFA for pool rental (\$170)
- B. Finance Quarterly Report, 2018 4<sup>th</sup> quarter (Council Packet pg. 52)
- C. Voucher and Credit Card Review

### 3. Other Business

- A. Future Agenda Items
- B. Next Meeting February 25, 2019 at 6:30PM
- C. Adjournment

Finance Committee Minutes

January 28, 2019 @ 6:30 pm

Finance Department, City Hall

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Members present: Councilman LaFluer, Councilman Wright and Councilman Johnson were in attendance.

Support Staff:

S. McKenzie, Finance Director

Councilman LaFluer called the meeting to order at 6:30 PM.

1) Call to Order

- a. Councilman LaFluer took attendance, all committee members were present
- b. Acceptance of the Agenda – Stephanie added Resolution 1644 to the agenda per Chris Searcy’s request.

2) General Business

- a. Resolution 1643 –Resolution would amend Resolution 1099, Finance Policy on accounts receivable, renaming it the Collection of Debt policy, and setting approval limits for write-offs. Finance Director could approve write-off of accounts under \$1,000, City Administrator could approve accounts between \$1,000 and \$5,000, and Council would approve accounts over \$5,000. Committee was in favor.
- b. Resoluton 1644 – Green River Community College outside support contract for 2019. Council approved \$5,000 to GRCC in the 2019 budget; however, when outside agency agreements went to council this one was accidently not included. Committee was in favor.
- c. Vouchers and credit cards review- Chance reviewed several vouchers that he had requested more information on.

3) Other Business

- a. Future Agenda Items
- b. Next Meeting will be February 11, 2019 at 6:30PM
- c. Meeting adjourned at 6:40 PM

**DONATION REVIEW - STAFF**

Date: 1.17.19

Group Name: Enumclaw FFA Chapter

Dollar Value of Donation: \$170.00

Criteria	Met	Not Met	Comment
The requested use is for the general benefit of the health, safety, and welfare of the Citizens of Enumclaw.	✓		
Fees raised would be for a charitable cause as recognized under Section 501 (3)(c) of the Internal Revenue Code.	✓		
The use of the donation is not discriminatory toward any citizen or group of citizens.	✓		
No group or organization may dominate the distribution of donated services at the exclusion of other groups or organizations.	✓		
Request does not go over annual maximum of \$2400	✓		
The donation has the potential to generate additional and/or return customers to a City recreation facility	✓		
The requested use does not conflict with a revenue generating activity/customer	✓		

Manager Recommendation (circle one): Approve Deny

Amount of Annual Maximum Remaining after this donation: \$2,230

Manager Signature: [Signature] Date: 1.17.19

Department Head Signature: [Signature] Date: 2/5/19



PARKS, RECREATION & COMMUNITY SERVICES

**CITY OF ENUMCLAW DONATION REVIEW REQUEST**

Date: Jan 30, 2019

Group Name: Enumclaw FFA Chapter

501c3 Verification: Tax-ID #91-6007327

Purpose/Use of Donation: Silent Auction item for fundraiser

Requested Donation: 1 hr rental with WIBIT at City pool

Please clearly describe how the donation will benefit the health safety and welfare of the Citizens of Enumclaw:

Your donation will be used as an auction item in our silent auction. Money raised by auctioning off this item will be used to fund student registration and transportation costs of attending the Washington State FFA convention. At the convention, students will present and compete with their year long agriculture projects.

Contact Information:

Name: Kaitlin Norton

Address: 226 Semanski St. Enumclaw, WA 98022

Email: kaitlin\_norton@enumclaw.wednet.edu

Phone number: 425.223.2680

# Enumclaw FFA Chapter

226 Semanski St.

Enumclaw, WA 98022

Tax ID #91-6007327



Dear Enumclaw City Pool,

We would like to thank you! Your donation last year of a 1-hour rental with the Wibit, helped us raise funds through our 2018 Enumclaw FFA Spaghetti Feed and Silent Auction Fundraiser. With those funds we were able to financially support 20 Enumclaw FFA members. Due to your generous donation last year our members were able to attend the Washington FFA State Convention and present their learning before the State Association. We are hoping to expand our reach even further and are hoping you would be kind enough to invest in our students once again!

On March 1st, 2019 the Enumclaw FFA Chapter will be hosting a Spaghetti Feed and Silent Auction Night. The FFA members are hoping to raise funds that will support several events throughout the year. Such events include attending both the National FFA and Washington State FFA Conventions, participating in a variety of livestock events, career development events, agricultural awareness events, and hosting regular meetings to build chapter membership. The National FFA mission is "dedicated to making a positive difference in the lives of students by developing their potential for premier leadership, personal growth and career success through agricultural education," but unfortunately the cost of participating in such events has limited the number of students who can get involved in all our program has to offer.

This year's officer team has made it our personal mission to relieve the financial limitations which have held our membership back. To accomplish this goal we will need support from our community. We are asking for your support. If you are interested in supporting our organization there are several ways in which you may do so! You may make a flat donation of any dollar amount which would be put towards the cost of hosting our Spaghetti Feed and Auction Night. You may also donate items for us to auction off in our silent auction. Finally, you may purchase tickets and attend the Spaghetti Feed and Auction Night when tickets become available!

Enumclaw is a town well rooted in agriculture and we know how lucky we are to already have so much support from local businesses and community members. The first line of the FFA Creed says, "I believe in the future of agriculture, with a faith born not of words but of deeds." It is because of community support that such a belief is possible. Thank you for taking the time to read our letter and supporting Enumclaw Agriculture Education and FFA Chapter. For donations or more information please contact us.

Sincerely,



Enumclaw FFA Chapter

Phone: 360.802.7802

Email: Chapter Advisors:

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LANE WILLIAMS: [willilan000@enumclaw.wednet.edu](mailto:willilan000@enumclaw.wednet.edu)

Chapter Vice President:

RUBY ANDERSON: [anderrub001@enumclaw.wednet.edu](mailto:anderrub001@enumclaw.wednet.edu)