

**Finance Committee of the Salem City Council and the Urban Renewal
Agency of the City of Salem
Minutes**

DATE: January 25, 2021

CHAIRPERSON: Tom Andersen

PLACE: Zoom

STAFF LIAISON:

Robert Barron

503-588-6174

rbarron@cityofsalem.net

Members Present:

Mayor Bennett
Councilor Andersen
Councilor Stapleton - Guest
Councilor Philips - Guest

Members Absent:

Guests Present:

Kathy Wilson (from Grove, Mueller, Swank,
PC)

Staff Present:

Dan Atchison, City Attorney
Robert Barron, Chief Financial Officer
Josh Eggleston, Budget Officer
Jeremy Morgan, Accounting Supervisor
Anja Hill, Treasury Supervisor
Kelli Blechschmidt, Management Analyst I
Shengnan Thomas, Administrative Analyst I

1. CALL TO ORDER: 4:01 PM / Quorum
2. APPROVAL OF COMMITTEE MINUTES
 - a. September 28, 2020
3. ITEMS REQUIRING ACTION
 - a. Election of Committee Chair
 - i. Motion from Member Bennett for Tom Andersen to be chair, seconded by Guest Member Stapleton.

Aye: Unanimous
Nay: None
Abstentions: None
4. MANAGEMENT UPDATE / INFORMATION ITEMS
 - a. Kathy Wilson from Grove, Mueller and Swank walked members through the fiscal year end audit June 30, 2020 including the letter to management, the Federal Grant Compliance report, the URA report and the City CAFR.
 - b. Monthly investment report for month ending December 31, 2020 presented by Robert Barron.
 - c. Presentation of Property tax receipts and forecast for current Fiscal Year 2021 by Robert Barron.
5. NEW BUSINESS
 - a. This audit was the last of Grove, Mueller and Swank P.C.'s contract with the City and URA. The Finance Department plans to bring the committee members RPFs for the selection of auditors in February.
6. ADJOURNMENT: 4:55 PM

The next meeting is scheduled for Monday, February 22, 2021 at 4:00PM.