



# Meeting Minutes

## Finance Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

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**Monday, January 27, 2025**

**4:00 PM**

**Room 207, Online and Via Phone**

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### Special Meeting

#### Register to Attend:

[https://us02web.zoom.us/webinar/register/WN\\_g9JTGu9YTYGRWxAyD-vjOg](https://us02web.zoom.us/webinar/register/WN_g9JTGu9YTYGRWxAyD-vjOg)

#### 1. CALL TO ORDER

The meeting was called to order at 4:00 p.m.

#### 2. ROLL CALL

**Present:** 3 - Chair Clark Gilman, Committee member Jim Cooper and Committee member Kelly Green

#### 3. APPROVAL OF AGENDA

The agenda was approved.

#### 4. PUBLIC COMMENT - None

#### 5. APPROVAL OF MINUTES

**5.A** [25-0087](#) Approval of December 9, 2024 Finance Committee Meeting Minutes

The minutes were approved.

#### 6. COMMITTEE BUSINESS

**6.A** [25-0080](#) 2025 Finance Committee Workplan Discussion

The Committee reviewed the 2025 work plan with updates reflecting discussion from the Olympia City Council retreat. City Manager Jay Burney, with Interim Finance Director Shawn Ward and Budget Manager Joan Lutz, provided a staff report on the work plan. The Committee discussed and asked for clarification on several work plan items after concerns about workload. Several adjustments were made to the 2025 work plan based on this discussion. Two items were added to the 2025 work plan: 1) a review of the Olympia Metropolitan Parks District agreement, and 2) a review of the Development Fee Revenue Fund.

The date for the next Finance Committee meeting was changed to February 18 at 5:30 p.m.

**Committee member Cooper moved, seconded by Committee member Green, to approve the Finance Committee work plan as amended and forward to the City Council for final approval. The motion carried by the following vote:**

**Aye:**           3 - Chair Gilman, Committee member Cooper and Committee member Green

**7.       REPORTS AND UPDATES - None**

**8.       ADJOURNMENT**

The meeting was adjourned at 5:38 p.m.