



Meeting Minutes - Draft

Finance Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8447

Wednesday, August 12, 2015

5:00 PM

Room 207

1. ROLL CALL

Present: 3 - Chair Jim Cooper, Committee member Nathaniel Jones and Committee member Cheryl Selby

2. CALL TO ORDER

Chair Cooper called the meeting to order at 5:05 p.m.

3. APPROVAL OF MINUTES

3.A [15-0773](#) Approval of July 14, 2015 Finance Committee Meeting Minutes

The minutes were approved.

4. COMMITTEE BUSINESS

4.A [15-0779](#) Approval of Proposed Changes to Olympia Municipal Code 5.02, 5.04, and 5.16 Relating to Business Licensing, Business and Occupation Tax, and Adult Oriented Businesses.

Administrative Services Department Accounting Supervisor Bill Sampson walked the Committee through the proposed changes to Olympia Municipal Code (OMC) sections 5.02, 5.04, and 5.16. Committee member Jones asked to further amend 5.16.040.D. Mr. Sampson's proposed change to the section is below in italics.

D. It is unlawful for any manager to work in an adult oriented business unless such person is the holder of a valid license from the City to do so. *It is unlawful for any manager to allow any entertainer to perform in an adult oriented business without a valid license from the city to do so.*

Committee member Jones suggested amending it to read:

D. It is unlawful for any manager to work in an adult oriented business unless such person is the holder of a valid license from the City to do so. *It is unlawful for any owner or manager to allow any entertainer to perform in an adult oriented business without a valid license from the city to do so.*

City Manager Steve Hall recommends sending the request to Legal.

Committee member Selby wants to be proactive and look into zoning for bikini baristas to make it more difficult for them to exist or to place greater restrictions on them. She would like for the City to define "bikini." The issue was referred to Assistant City Attorney Darren Neinaber.

Regarding Business and Occupation Tax, Chair Cooper suggested reporting from non-profits. He would like a better picture of how much revenue is coming into the non-profit agencies. If other sources (i.e., agencies) are tracking this then we can use that same information rather than expending our own resources to gather the data. He tabled the issue for now.

The changes were recommended for approval and forwarded to the full Council on consent.

4.B [15-0762](#) Discussion on Appropriating Funding for the HUD Fund

Administrative Services Department Senior Accountant Stacie Tellers introduced this topic. Fiscal Services asks that \$100,000 be moved from the General Fund account into the HUD Fund to provide overdraft protection. Currently, all HUD Funds are reimbursement-based, which may cause the fund to be negative at times. This is problematic creating an audit concern. Ms. Tellers stated an ordinance would be drafted to make the intent clear that the money is for a cushion only and not to be spent. In the event the cushion is no longer needed, the money would return to the General Fund. Administrative Services Finance Manager Dean Walz added that the cushion provides an administrative efficiency. The money from the General Fund would not be considered program revenue and Accounting will build in safeguards to prohibit the fund from becoming program revenue.

Committee member Jones moved, seconded by Committee member Selby, to direct staff to prepare an ordinance for the transfer of \$100,000 from the General Fund to the HUD Fund to be approved on consent at a future City Council meeting. The motion was approved.

5. ADJOURNMENT

Chair Cooper adjourned the meeting at 5:35 p.m. after announcing the August 28, 2015 Finance Committee meeting is canceled.