



City of Olympia

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360-753-8447

Meeting Minutes Finance Committee

Thursday, October 11, 2012

3:00 PM

Room 112

1. ROLL CALL

Present: 3 - Chair Stephen H. Buxbaum, Councilmember Nathaniel Jones and Karen Rogers

2. CALL TO ORDER

3. APPROVAL OF MINUTES

3.A [12-0184](#) Approval of September 13, 2012 Finance Committee Minutes

Attachments: [1. Minutes](#)

The minutes were approved.

4. COMMITTEE BUSINESS

4.A [12-0618](#) Procedures for the Evaluation of City Property for Reuse and Disposal

Attachments: [1. Draft Procedures](#)

At the June 7 meeting, the informal guidelines used in the decision making process for the sale of surplus real property were reviewed. A formal written policy/procedure did not exist. The Committee requested a formal written process be developed for making decisions on excess/surplus properties in the City's holdings. Assistant City Manager Jay Burney prepared and reviewed a draft set of policies. The Committee made several suggestions and requested Mr. Burney make changes and bring back to the full Council under Other Business. In addition, the Committee requested staff identify property in which the City has a controlling interest, e.g. the Smith Building. The Committee also requested the Capital Facilities Plan have a link to these policies.

The report was received.

4.B [12-0620](#) Oral Report - Review of 2013 Revenues

The 2013 Operating budget will be presented to the Council on October 16. The Committee meeting provided an opportunity for staff to review major revenues and assumptions used for the 2013 budget. The Committee expressed concern over the 2012 numbers for sales tax. We will not make budget for 2012 but are showing an increase over the revised estimate for 2013. The Committee also questioned why there was a decrease in utility taxes and a sharp decline in fines. Staff explained the decline in utility taxes is for the telephone tax because some residents have eliminated their land line and use only a cell phone. The decline in fines is

associated with court revenues. The monthly average citations are down by 37% compared to a 9% county wide increase.

The report was received.

5. ADJOURNMENT

The meeting adjourned at 4:20 p.m.