



Meeting Minutes

Finance Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Wednesday, April 20, 2022

5:30 PM

Online and Via Phone

Register to Attend:

https://us02web.zoom.us/webinar/register/WN_q-MoRg7sSserUS2nG7-4wg

1. CALL TO ORDER

Chair Parshley called the meeting to order at 5:30 p.m.

2. ROLL CALL

Present: 3 - Chair Lisa Parshley, Committee member Jim Cooper and Committee member Yên Huỳnh

3. APPROVAL OF AGENDA

The agenda was approved.

4. PUBLIC COMMENT - None

5. APPROVAL OF MINUTES

5.A [22-0389](#) Approval of March 16, 2022 Finance Committee Meeting Minutes

The minutes were approved.

6. COMMITTEE BUSINESS

6.A [22-0371](#) Utility Billing American Rescue Plan Act and System Performance Briefing

Accounting Manager Thomas Donnelley reported the City used \$1,136,039 in American Rescue Plan Act (ARPA) funds to assist utility customers with past due balances. He noted 945 (4.4%) utility customers received assistance.

The report was received.

6.B [22-0368](#) Washington Center for the Performing Arts Financial Position and Covid Recovery Update

Washington Center for the Performing Arts Executive Director Jill Barnes gave an update on the Center's financial position including operating and capital budgets. Ms. Barnes said the Center is finally operating in the black since COVID.

The discussion was completed.

6.C [22-0350](#) Economic Development Update

Economic Development Strategic Operations Manager Amy Buckler gave updates on Thurston Strong Implementation, the kick off for Economic Resiliency Planning, and 2022 Economic Development Projects budget.

The report was received.

6.D [22-0359](#) Olympia Fire Department Basic Life Support Transport and CARES Programs Recommendation

Olympia Fire Department (OFD) Deputy Fire Chief Todd Carson and Financial Consulting Solutions (FCS) Group Project Manager Martin Chaw discussed the feasibility of the City operating the OFD CARES Program and an Emergency Basic Life Support (BLS) Transport program.

They reported the feasibility study found the cost of setting up these programs will be approximately \$4.1 million and should be able to pay for themselves by 2029-2031.

Committee member Cooper moved, seconded by Committee member Huynh, to approve forwarding the OFD BLS Transport and CARES program recommendations as proposed in the FCS Group feasibility study to set up two BLS Units and OFD CARES to City Council for consideration. The motion carried by the following vote:

Aye: 3 - Chair Parshley, Committee member Cooper and Committee member Huynh

6.E [22-0372](#) Review and Discuss 2021 Year-End funding list for 2022

City Manager Jay Burney and Finance Director Aaron BeMiller reported there is a \$10.2 million fund balance in 2021 year-end funds over policy requirements. They brought forth a potential list of needs to be covered by those funds totaling \$7.31 million.

Committee member Cooper moved, seconded by Committee member Huynh, to approve forwarding the proposed 2021 year-end General Fund funding list for appropriation in 2022 with the addition of \$190,000 for climate and legal work to City Council for consideration. The motion carried by the following vote:

Aye: 3 - Chair Parshley, Committee member Cooper and Committee member Huynh

7. REPORTS AND UPDATES - None

8. ADJOURNMENT

The meeting adjourned at 8:51 p.m.

