



Meeting Minutes

Finance Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Monday, October 28, 2019

5:30 PM

Council Chambers

Special Meeting

1. CALL TO ORDER

Chair Cooper called the meeting to order at 5:31 p.m.

2. ROLL CALL

Present: 2 - Chair Jim Cooper and Committee member Jessica Bateman

Excused: 1 - Committee member Lisa Parshley

3. APPROVAL OF AGENDA

The agenda was approved.

4. PUBLIC COMMENT - None

5. APPROVAL OF MINUTES

5.A [19-0983](#) Approval of September 19, 2019 Finance Committee Meeting Minutes

The minutes were approved.

6. COMMITTEE BUSINESS

6.A [19-0970](#) Budget Snapshot - Impact Fees

Fiscal Services Director Nanci Lien presented information on the City's impact fees, including what they are and how they can be used. Ms. Lien explained how City impact fees are calculated, how they are collected, and deadlines for spending the fees received.

The Committee asked for a Budget Snapshot presentation of General Facility Charges (GFCs) at a future Committee meeting.

The information was provided.

6.B [19-0388](#) Discussion with Utility Advisory Committee

Utility Advisory Committee (UAC) Chair Mike Buffo and Water Resources Director Eric

Christensen reported the UAC has been hearing a lot from the community about sea level rise and recycling changes. The UAC plans to work on the Climate Action Plan as part of its 2020 workplan.

The discussion was completed.

6.C [19-0220](#) Preliminary Review of 2020 Utility Rates and General Facility Charges

Mr. Buffo, Mr. Christensen, and Waste ReSources Director Gary Franks gave a report on proposed 2020 utility rates and General Facility Charges. The UAC recommends a 2.48% utility rate increase and a \$138 increase to the General Facility Charges in 2020.

Committee member Bateman moved, seconded by Chair Cooper, to forward the proposed 2020 utility rates to Council for further consideration. The motion carried by the following vote:

Aye: 2 - Chair Cooper and Committee member Bateman

Excused: 1 - Committee member Parshley

6.D [19-0964](#) Review of 2020 Development Fee Adjustments

Planning and Engineering Supervisor Tim Smith presented a draft ordinance that proposes increases to planning permit fees, engineering plan check and inspection fees, building permit fees, and document recording fees. The increases move the City closer to reaching the 85% cost recovery goal for these services.

Committee member Bateman moved, seconded by Chair Cooper, to forward the recommended proposed changes to the 2020 development fees to Council for further consideration. The motion carried by the following vote:

Aye: 2 - Chair Cooper and Committee member Bateman

Excused: 1 - Committee member Parshley

6.E [19-0907](#) Briefing of the Preliminary 2020 Operating Budget

City Manager Steve Hall and Administrative Services Director Debbie Sullivan gave a briefing on the Preliminary Operating Budget. The Committee asked clarifying questions.

The discussion was completed.

7. REPORTS AND UPDATES

Ms. Sullivan shared the November Finance Committee agenda.

8. ADJOURNMENT

The meeting was adjourned at 7:24 p.m.