



2019 Finance Committee - DRAFT

Schedule of Regular and Special Meetings – **Updated December 3, 2018**

Note: Meeting dates and agenda items are subject to change.

Regular meeting: 3rd Wednesday, 5:30 – 7:30 p.m., Olympia City Hall,

Committee Members: Councilmembers Jim Cooper (Chair), Jessica Bateman, Lisa Parshley

Date	Tentative Agenda	Lead Staff	Comp. Plan Focus Area	Notes
Jan 16	Budget Snapshot: Council Fiduciary Responsibility 1. 2019 Finance Committee Work Plan 2. Discuss Proposed Financial Reports	Nanci Lien Debbie Sullivan Debbie Sullivan		
Feb 20	Budget Snapshot: Financial Policies 1. Fire Department Levels of Service and Future Needs 2. Fire Vehicle Replacement Funding Strategy 3. Budget Stabilization Reserve Policy 4. Oral Report – 2018 Year-End Balance	Nanci Lien Chief Wright Nanci Lien Debbie Sullivan Debbie Sullivan		
Mar 20	Budget Snapshot: Revenue 1. Budget Sustainability 2. Park Funding Policy – Operating, Capital, Reserve 3. Briefing on Financial Management Policy	Nanci Lien Debbie Sullivan Debbie Sullivan		
April 17	Budget Snapshot: Annual Audit 1. WCPA Financial Report 2. Transportation Master Plan Update 3. Commercial Parking Tax	Nanci Lien Debbie Sullivan Debbie Sullivan	Downtown Economy Economy	
May 15	Budget Snapshot: Comprehensive Financial Annual Report 1. Homeless Response Funding/Expenditure Update 2. Lifeline Utility Rate Update 3. Briefing on Long Term Debt	Nanci Lien Andy Haub	CSH CSH	

June 19	Budget Snapshot: Debt <ol style="list-style-type: none"> 1. Multi-year revenue and expense projections 2. Building Condition and ADA Assessment Update 3. 2017 Public Safety Implementation Program Status/Budget 	Nanci Lien Meliss Maxfield	Economy CSH	
July 17	Budget Snapshot: Internal Controls and Ethics <ol style="list-style-type: none"> 1. Briefing on 2020-2025 Preliminary Capital Facilities Plan 	Nanci Lien Debbie Sullivan		
Aug 21	Budget Snapshot: Contracts & Purchasing <ol style="list-style-type: none"> 1. Operating and Capital Budget briefings 	Nanci Lien Debbie Sullivan/Steve Hall		
Sept 18	Budget Snapshot: Impact Fees <ol style="list-style-type: none"> 1. Briefing on Operating and Capital Budgets 	Nanci Lien Debbie Sullivan/Steve Hall		
Oct 16	Budget Snapshot: Investment Policy <ol style="list-style-type: none"> 1. Review Utility Rates 	Nanci Lien Andy Haub, Gary Franks		
Nov 20	Budget Snapshot: Governmental Accounting <ol style="list-style-type: none"> 1. Discuss Operating and Capital Budget 	Nanci Lien Debbie Sullivan/Steve Hall		
Nov	<i>Special Meeting if Needed for Budget Discussion</i>			
Dec 18	Budget Snapshot: TBD <ol style="list-style-type: none"> 1. Draft 2020 Work Plan 	Debbie Sullivan		

Items to Schedule:

WCPA Endowment Guidelines
Police Auditor