



Meeting Minutes - Draft

Finance Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Wednesday, June 17, 2020

5:30 PM

Online and via phone

Register to attend:

https://us02web.zoom.us/webinar/register/WN_9r_ibG5HTbKspy7Vyn07eQ

1. CALL TO ORDER

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

2. ROLL CALL

Present: 3 - Chair Jim Cooper, Committee member Cheryl Selby and Committee member Lisa Parshley

3. APPROVAL OF AGENDA

The agenda was approved.

4. PUBLIC COMMENT

No one spoke.

5. APPROVAL OF MINUTES

5.A [20-0463](#) Approval of May 20, 2020 Finance Committee Meeting Minutes

The minutes were approved.

6. COMMITTEE BUSINESS

6.A [20-0470](#) Budget Snapshot on State Shared Revenue

Fiscal Services Director Nanci Lien presented the briefing. Ms. Lien reported provided information on State Shared Revenues, including criminal justice assistance, liquor profit sharing and excise tax sharing, marijuana excise tax sharing, gas taxes, and a multi-model distribution. She stated that the 2020 City budget will not be impacted by most of these revenues because there are caps to the amounts the State shares with cities and towns or because the 2020 State budget is already set. The City budget will most likely be negatively impacted by the gas tax revenues because people are driving less since the COVID-19 pandemic.

The discussion was completed.

6.B [20-0471](#) Discuss Joint Animal Services Commission Budget

Joint Animal Services Executive Director Sarah Hock presented information on the progress the animal shelter has made in the last year long with their annual budget. Ms. Hock reported that JASCOM will be looking at their assessment structure and revisiting the inter-local Agreement they have with Thurston County, Tumwater, Lacey, and Olympia.

The discussion was completed.

6.C [20-0469](#) Discuss Washington Center for the Performing Arts' First Quarter Budget

Washington Center for the Performing Arts (WCPA) Executive Director Jill Barnes gave the presentation. Ms. Barnes reported that WCPA's first quarter income was \$134,470 and their first quarter expenses were \$291,791. Ms. Barnes asked the Committee to forward a motion to Council that would appropriate \$80,000 of Lodging Tax Reserve to WCPA and to relieve their obligation to replenish the Endowment \$200,000 for funds used for rigging system in 2018.

Committee Member Selby moved, seconded by Committee Member Parshley, to approve and forward to the full City Council an appropriation \$80,000 of the Lodging Tax Reserve to the Washington Center for the Performing Arts to cover 2020 operating expenses and to relieve them of their obligation to replenish the Endowment of \$200,000 for funds used to replace the stage rigging system in 2018. The motion carried by the following vote:

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

6.D [20-0479](#) Update on COVID-19 Economic Response and Recovery Efforts

Economic Development Director Mike Reid and Thurston County Economic Development Council (EDC) Executive Director Michael Cade reported on the regional COVID-19 Response and Recovery Plan. They reported that with the help of the investment the City made into regional economic development the EDC was able to hand out face masks and hand sanitizer to over 400 local business in the last six days.

Chair Cooper moved, seconded by Committee Member Parshley, to direct City Manager Jay Burney to use \$500,000 of the City's CARES ACT distribution funds to invest in Economic Recovery and to research the fund balance within the Economic Development Account and forward a recommendation to City Council that includes \$1,000,000 for investment in economic recovery. The motion carried by the following vote:

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

7. REPORTS AND UPDATES

Administrative Services Director Debbie Sullivan reported that the City received a

signed, executed contract from Department of Commerce for the CARES Act Distribution Funding and can now start seeking reimbursement for up to \$1.583 Million.

Ms. Sullivan also reported the City website was updated to provide more financial transparency. Updates include adding the Olympia Police Department (OPD) budget information prominently on the OPD webpage, updating the Budget/Financials webpage for added clarity and ease of use, and adding a Financial Resilience Strategy to the Budget/Financial webpage.

8. ADJOURNMENT

The adjourned at 8:01 p.m.