



# Meeting Minutes - Draft

## Finance Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

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**Wednesday, July 21, 2021**

**5:30 PM**

**Online and Via Phone**

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**Attend:** [https://us02web.zoom.us/webinar/register/WN\\_vG75jHrqQfKAWb-lu6LEyQ](https://us02web.zoom.us/webinar/register/WN_vG75jHrqQfKAWb-lu6LEyQ)

**1. CALL TO ORDER**

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

**2. ROLL CALL**

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

**3. APPROVAL OF AGENDA**

The agenda was approved.

**4. PUBLIC COMMENT**

No one spoke.

**5. APPROVAL OF MINUTES**

**5.A** [21-0728](#) Approval of June 16, 2021 Finance Committee Meeting Minutes

The minutes were approved.

**6. COMMITTEE BUSINESS**

**6.A** [21-0713](#) Community Planning & Development Department Services and Associated Funding Briefing

Community Planning & Development (CP&D) Director Leonard Bauer went over the CP&D organizational chart and explained that Economic Development and Housing & Homelessness are no longer in CP&D. Although they were moved to the Office of Community Vitality, CP&D does still provide administrative support for both programs. Mr. Bauer reported on the revenues and expenditures for each CP&D program, including development fees.

The report was received.

**6.B** [21-0714](#) Second Quarter Budget Report

Budget and Financial Analyst Joan Lutz reported that overall, revenues are at 50% of projected amounts as to be expected half way through the year. Ms. Lutz also stated that expenditures are at 46% and that all departments are within the goal of 15% variance of the linear 50%.

**The report was received.**

**7. REPORTS AND UPDATES**

Assistant City Manager Debbie Sullivan reported that the City received 23 applications for the Finance Director position and that four candidates were invited to interview.

**8. ADJOURNMENT**

The meeting adjourned at 6:38 pm.