



Meeting Minutes

Finance Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Wednesday, November 22, 2017

12:00 PM

Council Chambers

Special Meeting

1. CALL TO ORDER

Chair Cooper called the meeting to order at 12:03 p.m.

2. ROLL CALL

Committee member Roe participated in the meeting by phone.

Present: 3 - Chair Jim Cooper, Committee member Jessica Bateman and
Committee member Jeannine Roe

3. APPROVAL OF AGENDA

The agenda was approved.

4. APPROVAL OF MINUTES

4.A [17-1209](#) Approval of November 8, 2017 Meeting Minutes

The minutes were approved.

5. COMMITTEE BUSINESS

5.A [17-1192](#) Continuing Discussion on 2018 Operating and Capital Facilities Plan
Budgets

Acting Administrative Services Director Dean Walz gave a high-level overview of the budget for 2018, looking at revenues and expenses (on-going and one-time). He mentioned the reduction in benefits expense will come from achieving a break-even on workers' compensation expenses. Mr. Walz also listed the unfunded critical needs.

City Manager Steve Hall introduced Community Planning and Development Director Keith Stahley to discuss the idea of operating the Downtown Ambassador Program in-house. He discussed staffing and expenses. Committee members asked clarifying questions.

Chair Cooper recommended allocating \$496,829 in the budget to bring the Downtown Ambassador Program, Clean Team, and Welcome Center operations under the City's

purview. The topic will be discussed at the November 28 City Council study session.

Committee members and staff balanced the budget and will forward recommendations to the full Council.

The discussion was completed.

6. REPORTS AND UPDATES - None

7. ADJOURNMENT

The next committee meeting will be December 13. The meeting adjourned at 1:00 p.m.