



Meeting Minutes

Finance Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Wednesday, July 21, 2021

5:30 PM

Online and Via Phone

Attend: https://us02web.zoom.us/webinar/register/WN_vG75jHrqQfKAWb-lu6LEyQ

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 Lisa Parshley and Committee member Cheryl Selby

3. APPROVAL OF AGENDA

The agenda was approved.

4. PUBLIC COMMENT - None

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

expenditures are at 46% and 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 the City received 23 applications for the Finance Director position and four candidates were invited to interview.

8. ADJOURNMENT

The meeting adjourned at 6:38 p.m.