



Tukwila City Council Finance Committee – 2020 Work Plan

Verna Seal, Chair; Kathy Hougardy, Zak Idan						
	Description	Qtr	Dept	Action or Briefing	Status/Notes	
1.	ORCA Business Passport Program	1	HR	A	Complete	
2.	City Attorney Service Proposals	1	Mayor	A	Complete	
3.	42 nd Avenue South Bridge Replacement funding strategy	1	PW	A	Complete	
4.	Dell Laptop Refresh Contract	1	TIS	A	Complete	
5.	Tukwila Heritage & Cultural Center grant application	1	ED	A	Complete	
6.	Financial Impacts from COVID-19 emergency	1-2	FIN	A	Ongoing – Bimonthly reporting to COW	
7.	42 nd Avenue South Bridge Replacement Funding	1	FIN	A	Complete	
8.	Contract: Employee Laptop Refresh	1	TIS	A	Complete	
9.	Budget Software Purchase	1	FIN	A	Complete	
10.	City Attorney Service Proposals	1	MO	A	Complete	
11.	Non-represented employee compensation study	2	HR	B	On hold	
12.	Agreement: Coronavirus Relief Funds	2	FIN	A	Complete	
13.	Ordinance: Reissuing LTGO Bonds	2	FIN	A	Complete	
14.	Replacement financial software system	2	FIN	A	Complete	
15.	Contract: Facility Study	2	FIN	A	Complete – did not advance past COW	
16.	False Alarm Fees Update	3	FIN	A	Complete	
17.	City Revenue Guide	3	FIN	B	Complete	
18.	Resolution: Police Department Change Fund	3	PD	A	Complete	
19.	Resolution: Video Redaction Fee	3	PD	A	Complete	
20.	Resolution cancelling uncollectible accounts	3	FIN	A	Complete	
21.	Resolution cancelling unclaimed property	3	FIN	A	Complete	
22.	Contract: Internet Services	3	TIS	A	Complete	
23.	Resolution: Fingerprint Fees	3	PD	A	Complete	
24.	Land Acknowledgement Practice	4	CNCL	A	Complete	
25.	2021-2022 Budget Components: Healthcare/Leoff, Mayor, Council, HR, Finance, TIS, Special Revenues	3-4	Multiple	A	Budget components handled in work sessions this year	
26.	Regular Budget Process check-ins	3-4	FIN	B	Complete	
27.	Resolution: Purchasing policy	4	FIN	A	Complete	
28.	Resolution: Financial Policies	4	FIN	A	Complete	
29.	Fleet funding Update	4	FIN	B	Part of Budget Process; Complete	
30.	Resolution: Discontinue pay reduction/furlough for non-reps	4	FIN	A	Complete	
31.	D-20 Financial Framework Update	4	FIN	A	Part of Budget process	



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32.	Budget Amendments	4	FIN	A	Complete
33.	2021-2022 Budget Adoption	4	FIN	A	Complete
34.	Property Tax Legislation	4	FIN	A	Complete
35.	Newporter land sale		ED	A	Postponed to 2021
36.	Longacres Parcel land sale		ED	A	Postponed to 2021
37.	Travelers Choice land sale		ED	A	Postponed to 2021
38.	Cloud PBX Phone System		TIS	A	Postponed to 2021
39.	City-wide Fee Schedule		FIN	B	Postponed to 2021
40.	Investment Policy		FIN	A	Postponed to 2021
41.	Debt policy		FIN	A	Postponed to 2021
42.	Public Records Requests Impacts		Clerk	B	Postponed to 2021
Standard Reports/Briefings		Frequency	Dept.		
Revenue and Investment Reports		Quarterly	FIN		
Department Budget to Actual Reports		Monthly	FIN		
Committee work plan		2-4 x	Council		
Public Safety Bond Financial Oversight Committee Report(s)			10/12 Complete		
Fire Department Budget Proviso reporting requirements			Report presented 2/24; 5/28		