

Tukwila Pool MPD Finance Committee Meeting

A G E N D A

Monday

October, 28 2019

5:30p.m.

Tukwila Pool

4414 S 144th St.

Tukwila, WA 98168

- Call to Order
- Approval of Previous Meeting Minutes
- District Administrator's Report
 - Review of Monthly Financial Reports
 - Update on District Income and Expenditures
- DoAO's Report
 - Update on Operational Income and Expenditures
- Old Business
 - Status on pending contracts
 - Status on Policy compliance and review
- New Business
- Adjournment



Tukwila Pool Metropolitan Park District Finance Committee Mission and Purpose

1.0 MISSION

Provide oversight for fiscal management and guidance to the Operations and Commissioners for the Tukwila Pool Metropolitan Park District (TPMPD)

2.0 PURPOSE

- To keep the Finance Committee informed concerning the budgetary and fiscal affairs for the TPMPD.
 - To review the proposed operating and capital budgets for the ensuing fiscal year to ascertain that they are fiscally sound and supportive.
 - To oversee that timely and accurate financial information is presented to the TPMPD Board.
 - To communicate and educate the TPMPD Board on the TPMPD's financial condition.
 - To work with staff to oversee that internal reporting financial practices meet the committee's need and expectations.
 - To present for board approval a budget that reflects the TPMPD's goals and policies.
 - To ensure TPMPD policies and procedures for financial transactions are documented and updated as necessary.
 - To ensure approved financial policies and procedures are being followed and present updates and recommendations to the TPMPD Board.
 - To work with staff to develop a list of desired reports noting the level of detail, frequency, deadlines and recipients of these reports.
 - To present the financial reports to the TPMPD Board.
 - To ensure that accurate and complete financial reports are maintained.
 - To ensure that the budget accurately reflects the needs, expenses and revenue for the TPMPD.
 - To ensure compliance with federal, state, and other requirements related to the TPMPD finances.
 - To approve budgetary expenses between \$5,000- \$20,000 in accordance with TPMPD Policies.
 - To work with staff on contracts as needed and oversee contract compliance with TPMPD Policies.
 - To be the TPMPD Board's liaison for the State Auditor's Office.
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