

# Tukwila Pool MPD

## Finance Committee Meeting

### *A G E N D A*

**Wednesday**

**May, 27 2020**

**5:30 p.m.**

**Virtual Meeting  
(GoToMeeting)**

**<https://www.gotomeeting.com/join/923575303>**

**Dial in Number - (Toll Free): 1 866 899 4679**



- 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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