



**Meeting of the PHPDA Finance & Audit Committee
 Wednesday, August 7, 2024
 9:00 a.m. – 10:30 a.m.**

Physical Location: Quarters 2 Building, Pacific Tower, 1200 12th Ave S., Seattle, WA 98144

Virtual Location: <https://zoom.us> | Meeting ID: 811 3094 3549
<https://us02web.zoom.us/j/81130943549?pwd=cZnbARraNtTylpkiJ1wAcpb4DoiaoV.1>

Phone Option: +1 253 215 8782

Password: 320878

AGENDA

<u>Time*</u>	<u>Topic</u>	<u>Discussion Lead</u>	<u>Attachment</u>	<u>Action</u>
9:00-9:01	Call to Order Public Comment	Bob Cook		
9:01-9:02	June 5, 2024 Finance Committee Minutes	Bob Cook	Att. A	Action
9:02-9:10	Financial Stewardship May & June (Q2) 2024 Financial Statements	Christina Bernard	Att. B	Action
9:10-9:25	Personnel Updates to Employee Handbook	Christina Bernard	Att. C	Action
	Payment for Employee Outside Benefits	Bob Cook		Action
9:25-9:30	Property Management Report on Q2 2024 Tower Operating Expenses	Christina Bernard	Att. D	Information
9:30-9:55	Committee Governance Finance Committee 2024 Workplan	Bob Cook	Att. E	Discussion
9:55-10:30	Property and Real Estate Operating Policies			
	<ul style="list-style-type: none"> • 01-2024 Confidential Information • 02-2024 Environmental Review Policy 	Virgil Wade	Att. F	Action
	Update on RFQ Process	Virgil Wade		Discussion
10:30	Adjourn	Bob Cook		

**Times are approximate*