



Meeting Minutes

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Tuesday, December 17, 2024

6:00 PM

**Council Chambers, Online and Via
Phone**

Register to Attend:

https://us02web.zoom.us/webinar/register/WN_0NpFlahBTj6fINGmWY22AA

1. ROLL CALL

Present: 7 - Mayor Dontae Payne, Mayor Pro Tem Yến Huỳnh, Councilmember Jim Cooper, Councilmember Clark Gilman, Councilmember Dani Madrone, Councilmember Lisa Parshley and Councilmember Robert Vanderpool

1.A ANNOUNCEMENTS

Mayor Payne announced this is the last meeting of the year. The next business meeting will be January 7, 2025.

1.B APPROVAL OF AGENDA

The agenda was approved.

2. SPECIAL RECOGNITION

2.A [24-1045](#) Recognition of Outgoing Councilmember Lisa Parshley

Councilmembers read a proclamation recognizing Councilmember Lisa Parshley. Councilmembers, Public Works Director Mark Russell, Fire Chief Mark Morris and Parks, Arts, and Recreation Director Paul Simmons presented gifts to Councilmember Parshley.

Councilmembers, City Manager Jay Burney, Susan Herring, Kelsey Hulse, Rob Richards, Cheryl Selby and Jessica Bateman spoke.

Councilmember Parshley shared some words about her service.

Mayor Payne recessed the meeting for 30 minutes.

The recognition was received.

3. PUBLIC COMMENT

Brian Shenefelt spoke.

4. CONSENT CALENDAR

- 4.A** [24-1044](#) Approval of December 10, 2024 City Council Meeting Minutes

The minutes were adopted.

- 4.B** [24-1041](#) Approval of Bills (November 8 through December 5, 2024) and Payroll
(November 15-30, 2024) Certification

Payroll periods November 15-30, 2024 and Direct Deposit transmissions: Total:
\$4,291,770.13; Claim expenditures November 8, 2024 through December 5, 2024:
Total: \$10,604,872.13.

The decision was adopted.

4. SECOND READINGS (Ordinances)

- 4.C** [24-0974](#) Approval of an Ordinance Declaring a Public Health Emergency Related
to Insufficient Supply of Affordable Housing

The ordinance was adopted on second reading.

- 4.D** [24-0993](#) Approval of an Ordinance Relating to Permit Fees

The ordinance was adopted on second reading.

- 4.E** [24-0995](#) Approval of an Ordinance Relating to Impact Fees

The ordinance was adopted on second reading.

- 4.F** [24-1003](#) Approval of an Ordinance Relating to Utility Rates, Fees, and Charges

The ordinance was adopted on second reading.

- 4.G** [24-1016](#) Approval of an Ordinance Adopting the 2025 Operating, Special Funds,
Capital Budget and Capital Facilities Plan: 2025-2030 Financial Plan

The ordinance was adopted on second reading.

- 4.H** [24-1019](#) Approval of an Ordinance Amending Ordinance 7406 (Fourth Quarter
Budget Amendment)

The ordinance was adopted on second reading.

- 4.I** [24-1033](#) Approval of an Ordinance Establishing a Youth Council and Amending
Olympia Municipal Code Chapter 2.100

The ordinance was adopted on second reading.

4. FIRST READINGS (Ordinances)

- 4.J** [24-1043](#) Approval of an Ordinance Amending Olympia Municipal Code Section 3.62.030 Related to the 2025 Parking Business Improvement Area Rates - First and Final Reading

The ordinance was adopted on first and final reading.

- 4.K** [24-1037](#) Approval of an Ordinance Amending Title 3 of the Olympia Municipal Code Relating to Revenue and Finance

The ordinance was approved on first reading and moved to second reading.

- 4.L** [24-1039](#) Approval of an Ordinance Amending Title 4 of Olympia Municipal Code Relating to a Uniform Civil Method of Enforcing License and Tax Requirements for People Engaging in Business in the City Of Olympia as it Relates to Compliance, Fees and Fines

The ordinance was approved on first reading and moved to second reading.

- 4.M** [24-1040](#) Approval of an Ordinance Amending Title 5 of the Olympia Municipal Code Relating to Business Taxes, Licenses and Regulations

The ordinance was approved on first reading and moved to second reading.

Approval of the Consent Agenda

Councilmember Parshley moved, seconded by Mayor Pro Tem Huynh, to adopt the Consent Calendar. The motion carried by the following vote:

Aye: 7 - Mayor Payne, Mayor Pro Tem Huynh, Councilmember Cooper, Councilmember Gilman, Councilmember Madrone, Councilmember Parshley and Councilmember Vanderpool

5. PUBLIC HEARING - None

6. OTHER BUSINESS

- 6.A** [24-1038](#) 2024 Year-End Highlights

Strategic Communications Director Kellie Purce Braseth presented the 2024 year end highlights.

The information was provided.

7. CONTINUED PUBLIC COMMENT - None

8. COUNCIL INTERGOVERNMENTAL/COMMITTEE REPORTS AND REFERRALS

Councilmembers reported on meetings and events attended. Mayor Payne discussed the appointment of a Councilmember as the City's representative on the Thurston County Board of Health.

[25-0016](#) Approval of the Appointment of Councilmember Clark Gilman as the City of Olympia's Representative on the Thurston County Board of Health

Mayor Pro Tem Huynh moved, seconded by Councilmember Parshley, to appoint Councilmember Gilman as the City of Olympia's representative on the Thurston County Board of Health. The motion carried by the following vote:

Aye: 7 - Mayor Payne, Mayor Pro Tem Huynh, Councilmember Cooper, Councilmember Gilman, Councilmember Madrone, Councilmember Parshley and Councilmember Vanderpool

9. CITY MANAGER'S REPORT AND REFERRALS

City Manager Burney thanked Economic Development Director Mike Reid as he transitions to a new position at the Port of Olympia. He also expressed his thanks to staff and the City Council for an amazing year.

10. ADJOURNMENT

The meeting adjourned at 7:47 p.m.