

Ordinance No. _____

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, APPROVING THE CONSOLIDATING BUDGET ADJUSTMENTS MADE BETWEEN OCTOBER 1, 2025, AND DECEMBER 31, 2025, REFLECTING A NET TOTAL BUDGET INCREASE ADJUSTMENT OF \$30,657,876 AND AMENDING ORDINANCE 7438

WHEREAS, the Olympia City Council adopted the 2025 Operating, Special Funds and Capital Budgets and 2025-2030 Capital Facilities Plan (CFP) by passing Ordinance No. 7418 on December 17, 2024; and

WHEREAS, throughout the year, budget updates are required to recognize changes relating to adopted budget expense authority; and

WHEREAS, the CFP meets the requirements of the Washington State Growth Management Act, including RCW 36.70A.070(3); and

WHEREAS, the Olympia City Council amended Ordinance No. 7418 on May 6, 2025; and

WHEREAS, the Olympia City Council amended Ordinance No. 7428 on August 12, 2025; and

WHEREAS, the Olympia City Council amended Ordinance No. 7434 on October 29, 2025; and

WHEREAS, the following changes need to be made to Ordinance No. 7438;

NOW, THEREFORE, THE OLYMPIA CITY COUNCIL ORDAINS AS FOLLOWS:

Section 1. The 2025 annual budget is amended to include necessary budget adjustments for the fourth quarter of 2025 from October 1 to December 31, as summarized and set forth in Exhibit “A” and Exhibit “B” which is attached and incorporated into this ordinance. Except as amended by this ordinance, all terms and provisions of the 2025 annual budget Ordinance No. 7418 shall remain unchanged.

Section 2. The 2025 FTE is amended to include necessary FTE increases for the fourth quarter of 2025 from October 1 to December 31, as summarized and set forth in Exhibit “C” which is attached and incorporated into this Ordinance.

Section 3. It is anticipated that the funding source and the construction schedule for projects identified in the CFP may be changed over the next year. Such changes shall not constitute an amendment to the Comprehensive Plan for purposes of RCW 36.70A.130.

Section 4. The Director of Finance is hereby authorized to bring forward into fiscal year 2025 all appropriations and allocations not otherwise closed, completed, or deleted from prior fiscal years’ capital budgets.

Section 5. Severability. The provisions of this Ordinance are declared separate and severable. If any provision of this Ordinance or its application to any person or circumstances is held invalid, the remainder of this Ordinance or application of the provision to other persons or circumstances shall be unaffected.

Section 6. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

Section 7. Effective Date. This Ordinance shall take effect five (5) days after passage and publication, as provided by law.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

Mark Barber

CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:

EXHIBIT A
City of Olympia, WA
Fourth Quarter Expenditure Budget Adjustment Ordinance
October 1, 2025, through December 31, 2025

Funds requesting additional budget authority:	Amended Budget	Amendments	New Amended Budget
FND_001 GENERAL FUND	118,092,728	1,666,046	119,758,774
FND_003 SPECIAL ACCT CONTROL FUND	6,356,518	3,674,660	10,031,178
FND_026 MUNICIPAL ARTS FUND	87,000	258,000	345,000
FND_107 HUD FUND	347,099	90,000	437,099
FND_127 IMPACT FEES	5,153,375	300,000	5,453,375
FND_137 HANDS ON CHILDRENS MUSEUM	808,781	3,510,627	4,319,408
FND_142 HOME FUND	5,090,915	2,750,000	7,840,915
FND_317 CAPITAL IMPROVEMENTS FUND	474,270	2,082,937	2,557,207
FND_318 HOME FUND CAPITAL	4,062,394	(670,000)	3,392,394
FND_335 GENERAL FACILITIES CAPITAL IMPROVEMENT FUND	6,084,500	7,680,627	13,765,127
FND_340 PARKS CAPITAL IMPROVEMENT FUND	10,271,392	2,950,000	13,221,392
FND_401 DRINKING WATER UTILITY OPERATING	18,005,855	51,909	18,057,764
FND_403 WASTE RESOURCES OPERATING	17,262,289	200,000	17,462,289
FND_411 DRINKING WATER UTILITY DEBT	2,433,415	51,909	2,485,324
FND_462 WASTEWATER CAPITAL IMPROVEMENT	10,761,889	200,000	10,961,889
FND_502 EQUIPMENT RESERVE	11,909,934	2,833,371	14,743,305
FND_503 UNEMPLOYMENT COMPENSATION	150,248	30,000	180,248
FND_504 INSURANCE TRUST FUND	5,319,989	70,000	5,389,989
FND_505 WORKERS COMPENSATION	2,378,222	2,320,000	4,698,222
FND_506 FACILITIES	3,598,764	607,789	4,206,553
Total Adjustment Requested		30,657,876	

EXHIBIT B
City of Olympia, WA
Fourth Quarter Expenditure Budget Adjustment Ordinance
October 1, 2025, through December 31, 2025

FND 001 General Fund:

Amendment Requests

Additional appropriation for:

- Timberland Library westside mall lease support \$ 24,660
 - Funded by Economic Development reserves transfer
- General miscellaneous services in Fire CARES program \$ 6,000
 - Funded by extra CHOICE CARES ILA client transportation funds
- Transition Care Specialist project position in Fire CARES \$ 35,386
 - Funded by ILA with Area Agency on Aging
- Additional Fire Medical overtime expenses \$ 300,000
 - Funded by additional Medic One billing revenue
- Additional transfer to Development Fee Revenue Fund to cover deficit \$ 1,300,000
 - Funded by General Fund balance

Amendment Requests total: \$ 1,666,046

FND 003 Special Acct Control Fund:

Amendment Requests

Additional appropriation for:

- Transfer to General Fund for Timberland Library westside mall lease support \$ 24,660
 - Funded by Economic Development reserve balance
- Transfer to the General Facilities Capital Fund for the following projects:
 - City Hall 2nd floor renovation for Prosecution \$ 1,650,000
 - Stripping, signage, and security of new parking lots, and \$ 800,000
 - Evidence storage improvements \$ 1,200,000
 - All funded by 900 Plum sale proceeds

Amendment Requests total: \$ 3,674,660

FND 026 Municipal Arts Fund:

Amendment Requests

Additional appropriation for:

- Municipal Arts Plan budget approved in August \$ 187,000
 - Use of fund balance
- Traffic Box fabricator \$12,000
 - Use of fund balance
- Poet Laureate \$ 1,000
 - Use of fund balance

- Replace Apple Tree art piece on 4th and Pacific Ave that was hit by a car \$ 58,000
 - Funded by proceeds from driver's insurance

Amendment Requests total: \$ 258,000

FND 107 HUD Fund:

Amendment Request

Additional appropriation for:

- Salaries, benefits, and additional program eligible services \$ 90,000
 - Funded by updated federal grant from the Department of Housing and Urban Development

FND 127 Impact Fees Fund:

Amendment Request

Additional appropriation for:

- Pass-through of Olympia School District impact fees based on collection \$ 300,000

FND 137 Hands On Children's Museum Fund:

Amendment Requests

Additional appropriation for:

- A transfer to General Facilities Capital Fund for the purchase of 427 & 517 Marine Dr NE for HOCM Expansion \$ 2,100,000
 - Funded by available fund balance and bond proceeds
- A transfer to General Facilities Capital Fund for a design-build agreement with Forma Construction for HOCM expansion \$ 555,590
 - Funded by available fund balance and bond proceeds
- A transfer to General Facilities Capital Fund for an agreement for owner representative services with Parametrix for HOCM expansion \$ 855,037
 - Funded by available fund balance and bond proceeds

Amendment Requests total: \$ 3,510,627

FND 142 Home Fund Operating:

Amendment Requests

Additional appropriation for:

- Shifting CHIP Grant project expenses to Home Fund Capital \$ 2,000,000
 - Funded by a shift in grant revenue
- Additional expense tiny home village contracts \$ 500,000
 - Funded by a return transfer of funds from the Home Fund Capital that Home Fund Operating had previously transferred
- Additional encampment clean ups and dump fees \$ 250,000
 - Funded by bow-wave support previously transferred from the General Fund to the Home Fund Capital

Amendment Requests total: \$ 2,750,000

FND 317 Capital Improvement Fund:

Amendment Requests

Additional appropriation for:

- Purchase of the following properties:
 - 518 5th Ave SE \$ 681,290
 - 510 Jefferson St SE \$ 780,824
 - 424 Jefferson St SE \$ 620,823
 - All funded by a transfer of 900 Plum sale proceeds previously budgeted

Amendment Requests total: \$ 2,082,937

FND 318 Home Fund Capital:

Amendment Requests

Additional appropriation for:

- Return transfer of unspent Home Fund Operating funds from prior years \$ 500,000
- Transfer unspent General Fund bow-wave support \$ 250,000
- Additional Affordable Housing Sales Tax pass-through to the Thurston County Regional Housing Council \$ 100,000
 - Funded by higher than anticipated sales tax collection
- Plum Street Village relocation to Franz Anderson Site \$ 400,000
 - Use of fund balance
- “The Jungle” property purchase option payment, year 2 \$ 80,000
 - Use of fund balance

Reduction in appropriation for:

- Removing CHIP Grant expenses and moving them to Home Fund Operating -\$ 2,000,000
 - Grant revenue budget is also moving funds

Amendment Requests total: -\$ 670,000

FND 335 General Facilities Capital Improvements Fund:

Amendment Requests

Additional appropriation for:

- Renovation of City Hall 2nd Floor for Prosecution department \$ 1,650,000
 - Funded by 900 Plum sale proceeds
- Evidence Storage improvements in 424 Jefferson St \$ 1,200,000
 - Funded by 900 Plum sale proceeds
- Stripe, Signm and Secure new parking lots \$ 800,000
 - Funded by 900 Plum sale proceeds
- Purchase of 427 & 517 Marine Dr NE for HOCM Expansion \$ 2,100,000
 - Funded by available fund balance and bond proceeds

- A design-build agreement with Forma Construction for HOCM expansion \$ 555,590
 - Funded by available fund balance and bond proceeds
- An agreement for owner representative services with Parametrix for HOCM expansion \$ 855,037
 - Funded by available fund balance and bond proceeds
- Transfer of funds to Facilities Operating Fund to cover operating project costs \$ 520,000
 - Use of available fund balance

Amendment Requests total: \$ 7,680,627

FND 340 Parks Capital Improvement Fund:

Amendment Request

Additional appropriation for:

- Long Parcel Acquisition (West Olympia) \$ 2,950,000
 - Funded by \$1.45M private donation and use of fund balance

FND 401 Drinking Water Operating Fund:

Amendment Request

Additional appropriation for:

- Transfer to debt fund to cover additional debt payment \$ 51,909
 - Use of fund balance

FND 403 Waste Resources Operating Fund:

Amendment Request

Additional appropriation for:

- Increase to salaries and wages budget to cover increases from salary survey \$ 200,000
 - Use of fund balance

FND 411 Drinking Water Utility Debt Fund:

Amendment Request

Additional appropriation for:

- Additional debt payment \$ 51,909
 - Funded by transfer from Drinking Water Operating Fund

FND 462 Wastewater Capital Fund:

Amendment Request

Additional appropriation for:

- Transfer to Wastewater Operating Fund to maintain liquid fund balance above 10% reserve level \$ 200,000
 - Use of fund balance

FND 502 Equipment Reserve Fund:

Amendment Requests

Additional appropriation for:

- Transfer of interfund loan to Workers Compensation Fund to keep fund balance positive \$ 2,320,000
 - Use of available fund balance. Will be repaid by Workers Compensation Fund over the next three years at the LGIP interest rate determined by accounting staff in the interfund loan agreement
- Transfer of interfund loan to Fire Fleet Fund to keep fund balance positive \$ 500,000
 - Use of available fund balance. Will be repaid by Fire Fleet Fund over the next three years at the LGIP interest rate determined by accounting staff in the interfund loan agreement
- Additional budget for purchase of skid steer loader that costs more than previously anticipated \$ 13,371
 - Funded by a transfer from the General Fund

Amendment Requests total: \$ 2,833,371

FND 503 Unemployment Compensation Fund:

Amendment Request

Additional appropriation for:

- Unemployment compensation claims that could be higher than budgeted \$ 30,000
 - Use of fund balance

FND 504 Insurance Trust Fund:

Amendment Requests

Additional appropriation for:

- Liability insurance for environmental storage tank added to coverage \$ 20,000
 - Use of fund balance
- Payment for claim related to Percival Creek Office Park and KBJ Investment properties \$ 50,000
 - Use of fund balance

Amendment Requests total: \$ 70,000

FND 505 Workers Compensation Fund:

Amendment Request

Additional appropriation for:

- Medical claims that far exceeded anticipated claims \$ 2,320,000
 - Funded by an interfund loan from the Equipment Reserve fund that will need to be repaid with interest over the next three years as determined by an interfund loan agreement

FND 506 Facilities Operating Fund:

Amendment Request

Additional appropriation for:

- Facilities condition assessment, Olympia Center flooring, and grade increases \$ 607,789
 - Funded by a transfer from General Facilities Capital Fund and use of fund balance

EXHIBIT C
City of Olympia, WA
Fourth Quarter Expenditure Budget Adjustment Ordinance
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No permanent FTE changes requested in the fourth quarter budget adjustment ordinance.