



# Meeting Minutes - Draft

## City Council

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

---

**Tuesday, October 29, 2024**

**6:00 PM**

**Council Chambers, Online and Via  
Phone**

---

### Register to Attend:

[https://us02web.zoom.us/webinar/register/WN\\_Pwxa0TCsTXeABGCWRmYDYg](https://us02web.zoom.us/webinar/register/WN_Pwxa0TCsTXeABGCWRmYDYg)

## 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 - None

## 1.B APPROVAL OF AGENDA

The agenda was approved.

## 2. SPECIAL RECOGNITION

### 2.A [24-0905](#) Special Recognition - Mayor for the Day Essay Contest Winner

Mayor Payne introduced Koral Thorpe as the winner of the 2024 *Mayor for the Day* essay contest. Ms. Thorpe read her award winning essay.

**The recognition was received.**

### 2.B [24-0906](#) Special Recognition - Appointment of the Inaugural City of Olympia Youth Council

Assistant to the City Manager Susan Grisham discussed the appointment of the inaugural City of Olympia Youth Council.

**The recognition was received.**

## 3. PUBLIC COMMENT

Rita Robinson spoke.

## 4. CONSENT CALENDAR

### 4.A [24-0881](#) Approval of October 15, 2024 City Council Meeting Minutes

**The minutes were adopted.**

- 4.B     [24-0902](#)     Approval of October 22, 2024 City Council Study Session Meeting Minutes

**The minutes were adopted.**

- 4.C     [24-0897](#)     Approval of Bills (August 30 - October 17, 2024) and Payroll (August 15 - September 30, 2024) Certification

Payroll periods August 15, 2024 through September 30, 2024 and Direct Deposit transmissions: Total: \$8,501,469.21; Claim expenditures August 30, 2024 through October 17, 2024: Total: \$21,098,789.91.

**The decision was adopted.**

- 4.D     [24-0907](#)     Approval of a Recommendation to Appoint Members of the Inaugural City of Olympia Youth Council

**The decision was adopted.**

- 4.F     [24-0796](#)     Approval of a Resolution Authorizing an Interlocal Agreement with the City of Tumwater for Fire Training

**The resolution was adopted.**

- 4.G     [24-0875](#)     Approval of a Resolution Authorizing Submission of a Connecting Housing to Infrastructure Program Grant Application for the Franz Anderson Permanent Supportive Housing Project

**The resolution was adopted.**

- 4.H     [24-0882](#)     Approval of a Resolution Authorizing an Interagency Agreement with the Washington State Internet Crimes Against Children Task Force Acting through the City of Seattle Police Department

**The resolution was adopted.**

- 4.I     [24-0883](#)     Approval of a Resolution Authorizing Submission of a Connecting Housing to Infrastructure Program Grant Application for the Behavioral Health Resources B&B Apartments Project

**The resolution was adopted.**

- 4.J     [24-0891](#)     Approval of a Resolution Accepting a Department of Commerce Grant to Install Solar Panels at the Olympia Main Fire Station

**The resolution was adopted.**

#### **4. SECOND READINGS (Ordinances)**

- 4.K     [24-0839](#)     Approval of an Ordinance Amending Olympia Municipal Code Title

11.08.130 to Give the City Manager Express Authority to Grant Facilities Lease Renewals for City Water-Tower Sites

**The ordinance was adopted on second reading.**

#### **4. FIRST READINGS (Ordinances)**

- 4.L**      [24-0898](#)      Approval of an Ordinance Amending Olympia Municipal Code Relating to Vehicle Camping and Amending OMC Chapter 10.16 by the Addition of a New Section and Amending OMC Sections 10.16.030, 10.20.090, 16.06.020

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

#### **Approval of the Consent Agenda**

**Councilmember Parshley moved, seconded by Councilmember Gilman, 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

#### **PULLED FOR SEPARATE ACTION**

- 4.E**      [24-0908](#)      Approval to Appoint Troy Kirby to the Capital Area Regional Public Facilities Board

There was no mover or seconder when the option to vote was presented.

Councilmembers requested a process improvement on the Capital Area Regional Public Facilities Board appointment process. Mayor Payne suggested the City of Olympia provide information to the City of Lacey on how the process can be improved.

**The decision was not approved.**

#### **5. PUBLIC HEARING**

- 5.A**      [24-0783](#)      Public Hearing on the Preliminary Capital Facilities Plan, 2025-2030 Financial Plan

Associate Planner Casey Schaufler gave an overview of the Preliminary Capital Facilities Plan, 2025-2030 Financial Plan.

Councilmembers asked clarifying questions.

Mayor Payne opened the public hearing at 7:12 p.m. No one spoke. The public hearing was closed at 7:13 p.m.

**The public hearing was held and closed.****5.B**     [24-0884](#)     Public Hearing on the 2025 Ad Valorem Tax

Budget and Finance Manager Joan Lutz gave an overview of the 2025 Ad Valorem Tax.

Councilmembers asked clarifying questions.

Mayor Payne opened the public hearing at 7:23 p.m. No one spoke. The public hearing was closed at 7:23 p.m.

**The public hearing was held and closed.****5.C**     [24-0893](#)     Public Hearing on the Transportation Improvement Program

Transportation Project Engineer Joey Jones gave an overview of the 2026-2031 Transportation Improvement Program.

Councilmembers asked clarifying questions.

Mayor Payne opened the public hearing at 7:36 p.m. No one spoke. The public hearing was closed at 7:36 p.m.

**The public hearing was held and closed.****5.D**     [24-0903](#)     Public Hearing on the 2025 Preliminary Operating Budget

City Manager Jay Burney presented an overview of the 2025 Preliminary Operating Budget.

Councilmembers asked clarifying questions.

Mayor Payne opened the public hearing at 7:44 p.m. No one spoke. The public hearing was closed at 7:45 p.m.

**The public hearing was held and closed.****6.     OTHER BUSINESS****6.A**     [24-0885](#)     Classification and Compensation Study Briefing

Human Resources Director Manny Bosser and HR Compensation Consultants, LLC Lead Compensation Consultant Katie Busch presented findings of a recent classification and pay equity study to review Independent, IUOE, and AFSCME represented positions. The goal of the classification and pay equity study was to develop a proposal and process to internally align jobs and ensure pay ranges are competitive within the market in order for the City to attract and retain talented staff.

Councilmembers asked clarifying questions.

**The discussion was completed.**

**6.B**     [24-0909](#)     Review and Approve the Draft 2025 Legislative Agenda

Assistant to the City Manager Susan Grisham presented a draft 2025 Legislative Agenda. Councilmembers asked clarifying questions and shared feedback on the priorities.

The agenda will be updated to reflect the discussion and brought back at a future date.

**The discussion was completed.**

**6.C**     [24-0901](#)     Proposed 2025 Utility Rates, General Facility Charges, Impact Fees, and Special (Dedicated) Revenues Including Inspire Olympia, Lodging Tax, Parking & Business Improvement Area (PBIA), and Housing/Homeless Response Program Budgets

The 2025 utility rates, general facility charges, impact fees, and special (dedicated) revenues for Inspire Olympia, Lodging Tax, Parking & Business Improvement Area (PBIA), and Housing/Homeless Response Program Budgets were discussed

The following staff presented:

City Manager Jay Burney

Drinking Water Utility Director Mike Vessey

Water Resources Director Jesse Barham

Waste ReSources Director Gary Franks

Interim Community Planning and Development Director Tim Smith

Economic Development Director Mike Reid

Housing and Homeless Response Director Darian Lightfoot

Councilmembers asked clarifying questions.

**The discussion was completed.**

**7.     CONTINUED PUBLIC COMMENT - None**

**8.     COUNCIL INTERGOVERNMENTAL/COMMITTEE REPORTS AND REFERRALS**

Councilmembers reported on meetings and events attended.

**9.     CITY MANAGER'S REPORT AND REFERRALS**

City Manager Burney reported being proud of his son for getting a new job in another City.

**10.    ADJOURNMENT**

The meeting adjourned at 10:44 p.m.