



# Meeting Minutes

## City Council

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

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**Tuesday, May 4, 2021**

**7:00 PM**

**Online and Via Phone**

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**Register to Attend:**

[https://us02web.zoom.us/webinar/register/WN\\_AhTMO2pgSjCCoxta4o8Dgw](https://us02web.zoom.us/webinar/register/WN_AhTMO2pgSjCCoxta4o8Dgw)

**1. ROLL CALL**

**Present:** 7 - Mayor Cheryl Selby, Mayor Pro Tem Clark Gilman, Councilmember Jim Cooper, Councilmember Y  n Hu  nh, Councilmember Lisa Parshley, Councilmember Renata Rollins and Councilmember Dani Madrone

**1.A ANNOUNCEMENTS - None**

**1.B APPROVAL OF AGENDA**

The agenda was approved.

**2. SPECIAL RECOGNITION**

- 2.A** [21-0380](#) Special Recognition - Proclamation Recognizing Olympia Heritage Month and Review of 2021 Preservation Award Nominations

**The recognition was received.**

- 2.B** [21-0416](#) Special Recognition - Olympia Community Solar Solarize Thurston Campaign

**The recognition was received.**

**3. PUBLIC COMMENT**

The following people spoke: Karen Messmer, Talauna Reed, and Nolan Hibbard Pelly.

**4. CONSENT CALENDAR**

- 4.A** [21-0449](#) Approval of April 13, 2021 City Council Meeting Minutes

**The minutes were adopted.**

- 4.B** [21-0418](#) Approval of April 20, 2021 City Council Meeting Minutes

**The minutes were adopted.**

- 4.C [21-0442](#) Approval of April 27, 2021 Work Session Meeting Minutes

**The minutes were adopted.**

- 4.D [21-0407](#) Approval of 2021 Heritage Award Nominations

**The decision was adopted.**

- 4.E [21-0392](#) Approval of 2021 Neighborhood Matching Grants Awards

**The decision was adopted.**

- 4.F [21-0357](#) Approval of a Resolution Authorizing an Amendment to the Intergovernmental Emergency Medical Services Contract with Thurston County Medic One for Basic Life Support Services

**The resolution was adopted.**

- 4.G [21-0358](#) Approval of a Resolution Authorizing an Interlocal Agreement between the City of Olympia and Thurston County Fire District 9 for Emergency Services

**The resolution was adopted.**

- 4.H [21-0391](#) Approval of a Resolution Designating the Olympia Armory a Local Heritage Resource and Adding it to the Olympia Heritage Register

**The decision was adopted.**

- 4.I [21-0393](#) Approval of a Resolution Authorizing a Grant Agreement with Interfaith Works for a Second Shelter at 3444 Martin Way East

**The resolution was adopted.**

- 4.J [21-0406](#) Approval of a Resolution Authorizing an Interlocal Agreement with the LOTT Clean Water Alliance for a Recreational Vehicle Pumping Program

**The resolution was adopted.**

- 4.K [21-0431](#) Approval of a Resolution Authorizing an Agreement to Sell City-Owned Real Property at 308-310 4th Avenue East to Urban Olympia 12, LLC, for Mixed Use Development

**The resolution was adopted.**

- 4.L [21-0432](#) Approval of a Resolution Adopting the Olympia ADA Transition Plan

**The resolution was adopted.**

#### 4. SECOND READINGS (Ordinances) - None

#### 4. FIRST READINGS (Ordinances)

- 4.M [21-0383](#) Approval of an Ordinance Amending the High-Density Corridor Zoning Text Regarding Drive Through Restaurants

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

#### Approval of the Consent Agenda

**Councilmember Parshley moved, seconded by Councilmember Cooper, to adopt the Consent Calendar. The motion carried by the following vote:**

**Aye:** 7 - Mayor Selby, Mayor Pro Tem Gilman, Councilmember Cooper, Councilmember Huynh, Councilmember Parshley, Councilmember Rollins and Councilmember Madrone

#### 5. PUBLIC HEARING

- 5.A [21-0439](#) Public Hearing to Consider an Ordinance Declaring a Continuing State of a Public Health Emergency Related to Homelessness and COVID-19 - First and Final Reading

Community Planning & Development Director Leonard Bauer gave an overview of the emergency ordinance declaring a continued state of emergency related to homelessness and COVID-19.

Mayor Selby opened the public hearing at 7:51 p.m. The following people spoke: Pat Cole and Nolan Hibbard Pelly. Mayor Selby closed the public hearing at 7:57 p.m.

**The ordinance was approved on first and final reading.**

#### 6. OTHER BUSINESS

- 6.A [21-0453](#) Timberland Regional Library Update

Timberland Regional Library Executive Director Cheryl Heywood gave an update on the Library. She announced the opening of a branch at the Capital Mall in West Olympia.

Councilmembers asked clarifying questions.

**The information was provided.**

- 6.B [21-0394](#) Approval of an Ordinance Adopting Proposed Amendments to the Shoreline Master Program and Critical Areas Ordinance

**Councilmember Cooper moved, seconded by Councilmember Parshley, to**

**approve the ordinance on first reading and move to second reading. The motion carried by the following vote:**

**Aye:** 7 - Mayor Selby, Mayor Pro Tem Gilman, Councilmember Cooper, Councilmember Huynh, Councilmember Parshley, Councilmember Rollins and Councilmember Madrone

**6.C**     [21-0441](#)     Approval of Joint Recommendation from City Manager and Finance Committee for Appropriation of 2020 Year-End Funds for General Fund and Proposed Use of America Rescue Plan funding

City Manager Jay Burney, Finance Director Nanci Lien and Economic Development Director Mike Reid presented the 2020 year-end General Fund funds and Use of American Rescue Plan (ARP) funding recommendations for approval.

Ms. Lien shared Olympia's ARP funding allocation is \$10.06M that will be distributed over two years and must be spent by December 31, 2024. She noted ARP expenditures must be costs incurred by the City and relate to four focus areas; response to a public health emergency or negative economic impacts; premium pay to eligible workers or grants to eligible employers who employ eligible workers; government services impacted by revenue reductions in 2020; investments in water, sewer, or broadband infrastructure; and regulations/guidance for funds - pending from Treasury Dept.

Mr. Reid shared an economic recovery proposal to include both external and internal expenditures/partnerships including working with Enterprise for Equity; Olympia Downtown Alliance and the Parking Business Improvement Area, along with internal opportunities around Public Works, Homelessness Response, Community Planning & Development and Arts, Cultures & Heritage. The summary of recovery efforts is as follows: Olympia Specific (External) - \$270,000; Olympia Specific (Internal) - \$435,000 and Olympia Investment (Regional) - \$1,375,000.

Councilmember Cooper requested an amendment adding a \$2M placeholder be added to recommendation for housing related to the Regional Housing Council Action Plan.

City Manager Burney discussed the 2020 year-end General Fund financial balance of \$3,983,778 and proposed allocations.

Ms. Lien discussed the declaration of exigent circumstances that occurred and the City's agreement with the Olympia Metropolitan Park District Board transferring \$423,000, the second half of the 1% Non-Voted Utility Taxes (NVUT) as well as a transfer of \$300,000 of NVUT for parks maintenance. She shared Park's General Fund resources, General Fund expenditures and the variances between the two.

Mr. Burney also discussed the unfunded items for consideration of the 2022 budget.

Councilmembers asked clarifying questions.

**Mayor Selby moved, seconded by Councilmember Parshley, to approve joint recommendations of the City Manager and Finance Committee for appropriating year-end funds and the proposal for use of American Rescue Plan (ARP) funding as amended, and direct staff to include these appropriations in a future quarterly budget amendment. The motion carried by the following vote:**

**Aye:** 7 - Mayor Selby, Mayor Pro Tem Gilman, Councilmember Cooper, Councilmember Huynh, Councilmember Parshley, Councilmember Rollins and Councilmember Madrone

**7. CONTINUED PUBLIC COMMENT - None**

**8. REPORTS AND REFERRALS**

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

Councilmember Rollins discussed a process related to the City Manager's performance evaluations to include two Executive Sessions, one where the Council discusses the review and another where they have a discussion with the City Manager. She also discussed the use of an evaluation form that would be collected by the Mayor Pro Tem.

**8.B CITY MANAGER'S REPORT AND REFERRALS - None**

**9. EXECUTIVE SESSION**

**9.A [21-0422](#) Executive Session Pursuant to RCW 42.30.110(1)(b); RCW 42.30.110(1)(c) - Real Estate Matter**

Mayor Selby recessed the meeting at 10:00 p.m. She asked the Council to reconvene in 5 minutes for an Executive Session pursuant to RCW 42.30.110(1)(b) and RCW 42.30.110(1)(c) to discuss a real estate matter. She announced no decisions would be made, the meeting was expected to last no longer than 60 minutes, and the Council would adjourn immediately following the Executive Session. Mayor Selby reconvened the meeting at 10:05 p.m. The City Attorney was present at the Executive Session.

**The executive session was held and no decisions were made.**

**9. ADJOURNMENT**

The meeting adjourned at 10:39 p.m.