



Meeting Agenda

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501
Information: 360.753.8441

Tuesday, July 14, 2026

6:00 PM

Council Chambers, Online and
Via Phone

Watch the meeting at www.olytv3.com

Register for virtual public comment via Teams:

<http://olympiawa.gov/council0714>

IMPORTANT If joining the meeting on a mobile device or tablet, you will be required to download the Microsoft Teams app

1. ROLL CALL

1.A ANNOUNCEMENTS

1.B APPROVAL OF AGENDA

2. SPECIAL RECOGNITION

2.A [26-0527](#) Special Recognition - Proclamation Recognizing Muslim American Heritage Month

Attachments: [Proclamation](#)

3. PUBLIC COMMENT

(Estimated Time: 0-30 Minutes) (Sign-up Sheets are provided in the Foyer.)

During this portion of the meeting, community members may address the City Council regarding items related to City business, including items on the Agenda. In order for the City Council to maintain impartiality and the appearance of fairness in upcoming matters and to comply with Public Disclosure Law for political campaigns, speakers will not be permitted to make public comments before the Council in these two areas: (1) where the public testimony may implicate a matter on which the City Council will be required to act in a quasi-judicial capacity, or (2) where the speaker promotes or opposes a candidate for public office or a ballot measure.

Individual comments are limited to two (2) minutes or less. In order to hear as many people as possible during the 30-minutes set aside for Public Communication, the City Council will refrain from commenting on individual remarks until all public comment has been taken. The City Council will allow for additional public comment to be taken at the end of the meeting for those who signed up at the beginning of the meeting and did not get an opportunity to speak during the allotted 30-minutes.

COUNCIL RESPONSE TO PUBLIC COMMENT (Optional)

4. CONSENT CALENDAR

(Items of a Routine Nature)

- 4.A [26-0557](#) Approval of June 23, 2026 City Council Meeting Minutes
Attachments: [Minutes](#)
- 4.B [26-0525](#) Approval of a Substantial Amendment to the 2023-27 Community Development Block Grant Consolidated Plan
Attachments: [Substantial Amendment to the 2023-27 Consolidated Plan](#)
- 4.C [26-0526](#) Approval of the Program Year 2026 Community Development Block Grant Annual Action Plan
Attachments: [Program Year 2026 Annual Action Plan](#)
[Public Summary of the Annual Action Plan](#)
[CDBG Program Information](#)
[Federal Funding Risks](#)

4. SECOND READINGS (Ordinances)

- 4.D [26-0476](#) Approval of an Ordinance to Vacate a Right-of-Way along Garfield Avenue Abutting West Bay Drive
Attachments: [Ordinance](#)
[Vicinity Map](#)
[Exhibit "F"](#)
[Exhibit "G"](#)

4. FIRST READINGS (Ordinances) - None

5. PUBLIC HEARING - None

6. OTHER BUSINESS

- 6.A [26-0538](#) Workers' Affordability & Protections Process Update
Attachments: [Workers' Affordability & Protections Process Overview](#)

7. CONTINUED PUBLIC COMMENT

(If needed for those who signed up earlier and did not get an opportunity to speak during the allotted 30 minutes)

8. COUNCIL INTERGOVERNMENTAL/COMMITTEE REPORTS AND REFERRALS

9. CITY MANAGER'S REPORT AND REFERRALS

10. EXECUTIVE SESSION

- 10.A [26-0506](#) Executive Session Pursuant to RCW 42.30.110(1)(i); Litigation and

Potential Litigation

10. ADJOURNMENT

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources. If you require accommodation for your attendance at the City Council meeting, please contact the Assistant to the City Manager at 360.753.8441 at least 48 hours in advance of the meeting. For hearing impaired, please contact us by dialing the Washington State Relay Service at 7-1-1 or 1.800.833.6384.



City Council

Special Recognition - Proclamation Recognizing Muslim American Heritage Month

Agenda Date: 7/14/2026
Agenda Item Number: 2.A
File Number: 26-0527

Type: recognition **Version:** 1 **Status:** Recognition

Title

Special Recognition - Proclamation Recognizing Muslim American Heritage Month

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Proclaim July 2026 as Muslim American Heritage Month in the City of Olympia.

Report

Issue:

Whether to proclaim July 2026 as Muslim American Heritage Month in the City of Olympia.

Staff Contact:

Melissa McKee, Assistant to the City Council, 360.753.8443

Presenter(s):

Dr. Amna Qazi, Olympia Social Justice and Equity Commissioner

Background and Analysis:

Muslim American Heritage Month celebrates the longstanding presence and contributions of Americans of Muslim heritage to the United States. Although Muslim communities in the Pacific Northwest are diverse in culture, language, and tradition, they share a common history of enriching local communities through cultural, economic, and social contributions. This proclamation aligns with the City's ongoing efforts to highlight the histories and contributions of communities that help shape Olympia's identity.

Climate Analysis:

This is not expected to impact carbon emissions.

Equity Analysis:

This recognition supports the City's equity and inclusion goals by raising awareness of the diverse histories and contributions of Muslim Americans in Olympia and beyond. Highlighting these

Type: recognition **Version:** 1 **Status:** Recognition

contributions helps foster a welcoming environment, counteract stereotypes, and ensure Muslim community members see their identities reflected in civic life.

Financial Impact:

No financial impact.

Attachments:

Proclamation

PROCLAMATION

WHEREAS, Freedom of religion holds the distinction as a cherished right and a foundational value upon which the laws and ethics of the United States are based; and

WHEREAS, Muslims around the world, and in the United States specifically, constitute a racially and culturally diverse group that is bound together by a shared belief in diversity as strength and unity as power; and

WHEREAS, Muslims make up more than 25 percent of the global population and Islam is the world's fastest growing religion; and

WHEREAS, the Muslim American community provides support and assistance to people throughout the community through charitable contributions, social activism, and community groups; and

WHEREAS, while Muslims make substantial contributions to nearly every aspect of society, including academia, law, business, healthcare, military service, and more; and

WHEREAS, Olympia is home to a vibrant Muslim community that plays an essential role in enriching the unique character of our city and state; and

WHEREAS, the Islamic Center of Olympia welcomes more than 40 ethnicities to worship in community together, which includes immigrants and refugees; and

WHEREAS, we acknowledge that the history and contributions of Muslim Americans in our country are often neglected or defaced by prejudice, discrimination, xenophobia, and islamophobia; and

WHEREAS, on this occasion, the City of Olympia recommits itself to standing against hate and injustice in all forms, and to combatting anti-Muslim rhetoric through awareness, education, community and meaningful action; and

NOW, THEREFORE, BE IT RESOLVED, that the Olympia City Council does hereby proclaim July 2026 as

MUSLIM AMERICAN HERITAGE MONTH

in the City of Olympia and our community joins those of all faiths and backgrounds in celebrating our Muslim friends and neighbors and the cultural and religious heritage of the Muslim community.

SIGNED IN THE CITY OF OLYMPIA, WASHINGTON THIS 14th DAY OF JULY 2026

OLYMPIA CITY COUNCIL

**Dontae Payne
Mayor**



City Hall
601 4th Avenue E.
Olympia, WA 98501
360-753-8244

City Council

Approval of June 23, 2026 City Council Meeting Minutes

Agenda Date: 7/14/2026
Agenda Item Number: 4.A
File Number:26-0557

Type: minutes **Version:** 1 **Status:** Consent Calendar

Title

Approval of June 23, 2026 City Council Meeting Minutes



Meeting Minutes - Draft

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501
Information: 360.753.8441

Tuesday, June 23, 2026

6:00 PM

**Council Chambers, Online and Via
Phone**

Watch the meeting at www.olytv3.com

Register for virtual public comment via Teams:

<http://olympiawa.gov/council0623>

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1. ROLL CALL

Present: 7 - Mayor Dontae Payne, Mayor Pro Tem YẾN Huỳnh, Councilmember Dani Madrone, Councilmember Robert Vanderpool, Councilmember Clark Gilman, Councilmember Kelly Green and Councilmember Paul Berendt

1.A ANNOUNCEMENTS

Assistant City Manager Stacey Ray introduced the City's new Strategic Communications Director Brandon Chapman.

Mayor Payne noted that the City Council would not be meeting over the next two weeks.

1.B APPROVAL OF AGENDA

The agenda was approved.

2. SPECIAL RECOGNITION

2.A [26-0494](#) Special Recognition - Mayor for the Day Essay Contest Winner

Councilmembers recognized Harriet Rambo as Olympia's second annual Mayor for a Day. Harriet, a student at Jefferson Middle School, served in the role on May 29, when she was sworn in and shadowed Mayor Payne.

She read her winning essay, sharing her love of the outdoors and explaining that, if she were mayor, she would prioritize environmental issues and protecting natural spaces.

Mayor Payne praised Harriet's thoughtful ideas and commitment to environmental stewardship, recognizing the importance of youth voices in shaping Olympia's future.

3. PUBLIC COMMENT

The following person spoke: Laurian Weisser.

COUNCIL RESPONSE TO PUBLIC COMMENT (Optional)

4. CONSENT CALENDAR

- 4.A [26-0493](#) Approval of the June 16, 2026 City Council Meeting Minutes

The minutes were adopted.

- 4.B [26-0481](#) Approval of Bills (March 26, 2026 - May 27, 2026) and Payroll (April 15, 2026 - May 31, 2026) Certification

Payroll periods April 15, 2026 through May 31, 2026 and Direct Deposit transmissions:
Total: \$9,120,780.86; Claim expenditures March 26, 2026 through May 27, 2026: Total:
\$26,873,402.50.

The decision was adopted.

- 4.C [26-0480](#) Approval of a Resolution Authorizing a Grant Agreement Between the City of Olympia and Rocky Mountain Institute for a Multifamily EV Charging Project

The resolution was adopted.

- 4.D [26-0441](#) Approval of a Resolution Authorizing the Subordination of Community Development Block Grant Loans for Behavioral Health Resources B&B Apartments

The resolution was adopted.

- 4.E [26-0467](#) Approval of a Resolution Authorizing an Agreement with the Washington State Department of Natural Resources for Forestland Fire Mutual Aid

The resolution was adopted.

- 4.F [26-0438](#) Approval of a Resolution Authorizing a Lease Agreement with Catholic Community Services for Quince Street Tiny Home Village

The resolution was adopted.

- 4.G [26-0471](#) Approval of a Resolution Authorizing a Funding Agreement with Catholic Community Services for Quince Street Tiny Home Village

The resolution was adopted.

- 4.H [26-0472](#) Approval of a Resolution Authorizing a Leasing Agreement with Valeo Vocation for Operations at Franz Anderson Tiny Home Village

The resolution was adopted.

- 4.I [26-0473](#) Approval of a Resolution Authorizing a Funding Agreement with Valeo Vocation for Operations at Franz Anderson Tiny Home Village

The resolution was adopted.

4. SECOND READINGS (Ordinances)

- 4.J [26-0444](#) Approval of an Ordinance to Adopt Code Amendments Related to Olympia Municipal Code Chapters 15.04, 15.08, and 15.16 Related to Park Impact Fees

The ordinance was adopted on second reading.

- 4.K [26-0420](#) Approval of an Ordinance to Adopt Code Amendments Related to Title 10 - Vehicles and Traffic

The ordinance was adopted on second reading.

- 4.L [26-0430](#) Approval of an Ordinance to Adopt Code Amendments Related to Title 16 - Building and Construction

The ordinance was adopted on second reading.

- 4.M [26-0431](#) Approval of an Ordinance to Adopt Code Amendments Related to Title 17 - Subdivisions

The ordinance was adopted on second reading.

- 4.N [26-0432](#) Approval of an Ordinance to Adopt Code Amendments Related to Title 18 - Unified Development Code

The ordinance was adopted on second reading.

4. FIRST READINGS (Ordinances)

- 4.O [26-0476](#) Approval of an Ordinance to Vacate a Right-of-Way along Garfield Avenue Abutting West Bay Drive

The ordinance was approved on first reading and moved to second reading. to the City Council due back on 7/14/2026

Approval of the Consent Agenda

Councilmember Green moved, seconded by Councilmember Vanderpool, to adopt the Consent Calendar. The motion carried by the following vote:

Aye: 7 - Mayor Payne, Mayor Pro Tem Huynh, Councilmember Madrone, Councilmember Vanderpool, Councilmember Gilman, Councilmember Green and Councilmember Berendt

5. PUBLIC HEARING

5.A [26-0475](#) Public Hearing on Master Use Permit for Ezee Fiber

City Engineer Jeff Johnstone shared an overview of Ezee Fiber's request for a Master Use Permit to install telecommunications, private lines, and internet access across the entire City as part of their franchise area.

Mayor Payne opened the hearing at 6:23 p.m. No one spoke. The hearing was closed at 6:23 p.m.

Councilmember Madrone moved, seconded by Councilmember Gilman, to direct staff to bring forward a proposed ordinance granting a Master Plan Permit to Ezee Fiber. The motion carried by the following vote:

Aye: 7 - Mayor Payne, Mayor Pro Tem Huynh, Councilmember Madrone, Councilmember Vanderpool, Councilmember Gilman, Councilmember Green and Councilmember Berendt

5.B [26-0439](#) Public Hearing on a Substantial Amendment to the 2023-27 Community Development Block Grant Consolidated Plan

Senior Housing Program Specialist Anastasia Everett shared an overview of the Substantial Amendment to the 2023-27 Community Development Block Grant Consolidated Plan. She noted public comment period for the Substantial Amendment is open from June 8 to July 9. Consideration of approval of the Substantial Amendment is scheduled for the July 14 regular City Council meeting.

Councilmembers asked clarifying questions.

Mayor Payne opened the hearing at 6:34 p.m. No one spoke. The hearing was closed at 5:35 p.m.

The public hearing was held and closed.

5.C [26-0440](#) Public Hearing on the Program Year 2026 Community Development Block Grant Annual Action Plan

Senior Housing Program Specialist Everett provided an overview of the Program Year 2026 Community Development Block Grant Annual Action Plan. She noted public comment period for the Annual Action Plan is open from June 8 to July 9. Consideration of approval of the Annual Action Plan is scheduled for the July 14 regular City Council meeting.

Councilmembers asked clarifying questions.

Mayor Payne opened the public hearing at 6:40 p.m. No one spoke. The Mayor closed the hearing at 6:40 p.m. However, comments will be accepted until July 9.

The public hearing was held and closed.

6. OTHER BUSINESS

6.A [26-0426](#) Briefing on the October 2025 Critical Incident Review and Community Representative Role

Deputy Police Chief Ray Brady provided an overview of the critical incident that occurred on October 21, 2025, including the Department's internal review process and Critical Incident Review Board Community Representative recommendations. He also explained the community representative's role on the Review Board.

Use of Force Review Board Community Representatives Lisa Ostler and Robin Rosen-Evans discussed their experience of the internal review process.

Councilmembers asked clarifying questions.

The report was received.

7. CONTINUED PUBLIC COMMENT

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 that Pride is this coming weekend.

10. ADJOURNMENT



City Council

Approval of a Substantial Amendment to the 2023-27 Community Development Block Grant Consolidated Plan

Agenda Date: 7/14/2026
Agenda Item Number: 4.B
File Number:26-0525

Type: decision **Version:** 1 **Status:** Consent Calendar

Title

Approval of a Substantial Amendment to the 2023-27 Community Development Block Grant Consolidated Plan

Recommended Action

Committee Recommendation:

The Community Livability and Public Safety Committee recommend approval of the Substantial Amendment to the 2023-27 Community Development Block Grant Consolidated Plan.

City Manager Recommendation:

Move to approve the Substantial Amendment to the 2023-27 Community Development Block Grant Consolidated Plan.

Report

Issue:

Whether to approve the Substantial Amendment to the 2023-27 Community Development Block Grant Consolidated Plan.

Staff Contact:

Anastasia Everett, Senior Housing Program Specialist, Community Planning & Economic Development, 360.753.8277

Presenter(s):

None - Consent calendar item.

Background and Analysis:

On May 27, staff presented the proposed Substantial Amendment to the Community Livability and Public Safety Committee. The Committee voted to recommend the dissolution of the Revolving Loan Fund and future projects to the Rental Rehabilitation Program due to constraints in staff capacity and low program impact. Since its establishment in 2021, two projects have been completed, and one is underway.

The project currently underway is the rehabilitation of a 12-unit multifamily property rented at

affordable rates to tenants, most of whose income is at least below 80% area median income. Funding already allocated to the project currently underway will be retained for the completion of that project.

Dissolving the rental rehabilitation program will help the City ensure timely spend down of Community Development Block Grant funds. Staff have consulted with the Department of Housing and Urban Development on the process for dissolving the loan fund and are following the processes provided. Funds formerly routed to the Revolving Loan Fund are proposed to be reintegrated with Program Income to be spent on activities identified as Contingency Projects in each Annual Action Plan process.

On June 23, the City Council held a public hearing on the proposed amendment, and the public comment period was open from June 8 to July 9.

Climate Analysis:

Dissolving the Revolving Loan Fund will make program income available for contingency projects outlined in each year's Annual Action Plan. Examples of activities funded include Energize Thurston and weatherization completed by critical home repair programs.

Equity Analysis:

CDBG funds must primarily benefit 80% or under Area Median Income (AMI) persons. There are statistically major disparities in income that are tied to marginalized groups in our community. More information about disparities can be found in the City's Assessment of Fair Housing.

Neighborhood/Community Interests (if known):

CDBG funding is used to support Olympia residents with incomes at or below 80% of the Area Median Income. Supporting low- and moderate-income Olympia residents is a high priority for the community, and CDBG funded projects help meet many of the City's goals outlined in the One Community Plan.

Financial Impact:

The proposed reallocation of unspent Revolving Loan Funds is \$35,176. The CDBG program can anticipate collecting between \$50,000 and \$250,000 of Program Income during each Program Year, increasing the funding available for contingency projects identified in the Annual Action Plan.

Options:

1. Move to approve the Substantial Amendment to the 2023-27 Community Development Block Grant Consolidated Plan.
2. Move to approve, with amendments, the Substantial Amendment to the 2023-27 Community Development Block Grant Consolidated Plan.
3. Do not approve the Substantial Amendment and direct staff to continue the Revolving Loan Fund.

Attachments:

Substantial Amendment to the 2023-27 Consolidated Plan



cdlog
Community
Development
Block Grant

1st Substantial Amendment 2023-2027 Consolidated Plan

SUBSTANTIAL AMENDMENT – OLYMPIA CDBG 2023-2027 CONSOLIDATED PLAN

Overview: Staff recommend a *Substantial Amendment* to the current 2023-2027 Consolidated Plan to **dissolve the Revolving Loan Fund (RLF) and end the City’s Rental Rehabilitation Program following the completion of the current project underway.** The City proposes all program income formerly directed to the RLF be reincorporated with regular program income for activities described in each Annual Action Plan once approved by City Council. RLF funding has been used for rental rehabilitation projects carried out by the City directly. The City proposes this Substantial Amendment due to limited staff capacity for facilitating the Rental Rehabilitation Program compliantly.

New program income receipted moving forward will no longer be routed to the RLF upon approval of the Substantial Amendment. In Program Year 2026, Program Income will be allocated to single family homeowner rehabilitation carried out by subrecipients South Puget Sound Habitat for Humanity and Rebuilding Together Thurston County. Each year the City will identify projects to be funded by Program Income.

Specific funding amounts to be allocated of existing RLF are outlined in the draft Annual Action Plan for Program Year 2026.

PUBLIC COMMENT

The 30-Day public comment period runs from **June 8, 2026 – July 9, 2026**, offering the following options:

- **Written comments:** Olympia City Council, 601 4th Ave E, Olympia, WA 98501 ATTN: CDBG
- **Emails:** cdbg@ci.olympia.wa.us,
- **Phone calls:** 360.753.8277
- **Public hearing:** June 23, 2026 at 6:00 p.m. at City Council
- **Council Approval:** July 14, 2026 at 6:00 p.m. at City Council

For more information:

Anastasia Everett Sr. Housing Program Specialist
aeverett@ci.olympia.wa.us | 360.753.8277





City Council

Approval of the Program Year 2026 Community Development Block Grant Annual Action Plan

Agenda Date: 7/14/2026
Agenda Item Number: 4.C
File Number: 26-0526

Type: decision **Version:** 1 **Status:** Consent Calendar

Title

Approval of the Program Year 2026 Community Development Block Grant Annual Action Plan

Recommended Action

Committee Recommendation:

The Community Livability and Public Safety Committee recommended approval of the Program Year 2026 Community Development Block Grant Annual Action Plan.

City Manager Recommendation:

Move to approve the Program Year 2026 Community Development Block Grant Annual Action Plan.

Report

Issue:

Whether to approve the Program Year 2026 Community Development Block Grant Annual Action Plan.

Staff Contact:

Anastasia Everett, Senior Housing Program Specialist, Community Planning & Economic Development, 360.753.8277

Presenter(s):

None - consent calendar item.

Background and Analysis:

The City of Olympia is an entitlement community for the U.S. Department of Housing and Urban Development's (HUD) Community Development Block Grant (CDBG) Program. More information about the CDBG program is available as an attachment to this staff report, titled CDBG Program Information. Each year the City must prepare an Annual Action Plan to identify projects funded with available resources and associated goals.

Staff presented recommendations for the Program Year 2026 allocations at the Community Livability and Public Safety Committee on May 27. The Committee voted to move the recommendations forward to the full Council for consideration of approval.

A draft of the Program Year 2026 Annual Action Plan, including proposed subrecipients of CDBG funding and proposed award amounts, is attached as Program Year 2026 Annual Action Plan. The City held the required public hearing the June 23 City Council meeting and the public comment period was open from June 8 - July 9.

Available resources for Program Year 2026 include an entitlement award of \$376,415 proposed reallocation of \$35,176 of revolving loan funds, and \$250,000 of revolving loan funds allocated to the current rental rehabilitation project underway, bringing the total available resources to \$661,591.

The Program Year 2026 projects are as follows:

- Rebuilding Together Thurston County - Critical Home Repair
- Enterprise for Equity - Microenterprise Assistance
- South Puget Sound Habitat for Humanity - Critical Home Repair
- South Puget Sound Habitat for Humanity - Energize Thurston
- City of Olympia - Planning & Administration
- City of Olympia - Rental Rehabilitation Program

Detailed project descriptions are in the attachment titled Public Summary of the Annual Action Plan.

There are risks associated with the Program Year 2026 award. More information can be found in the attachment to this staff report titled Federal Funding Risks.

Climate Analysis:

CDBG is a flexible grant that can be used to support the City's climate goals. Activities proposed in the Program Year 2026 award such as Energize Thurston decrease carbon emissions. No activities presented are expected to increase carbon emissions.

Equity Analysis:

CDBG funds must primarily benefit 80% or under Area Median Income (AMI) persons. Most of the Program Year 2026 funding is dedicated to activities to help achieve housing preservation goals outlined in our Consolidated Plan, Housing Action Plan, and One Community Plan. Activities funded provide ways to keep low-income households stably housed in safe and healthy housing. Improvements funded by CDBG are free or very low cost to homeowners. There are statistically major disparities in income that are tied to marginalized groups in our community. More information about disparities can be found in the City's Assessment of Fair Housing.

Neighborhood/Community Interests (if known):

CDBG funding is used to support Olympia residents with incomes at or below 80% of the Area Median Income. Supporting low- and moderate-income Olympia residents is a high priority for the community, and CDBG funded projects help meet many of the City's goals outlined in the One Community Plan.

Financial Impact:

The PY26 entitlement award is \$376,415 and the proposed reallocation of unspent Revolving Loan Fund (RLF) is \$35,176. \$250,000 of revolving loan funding is proposed to remain allocated for the current rental rehabilitation project underway. The CDBG program can anticipate collecting between

\$50,000 and \$250,000 in Program Income during the program year, increasing the funding available for proposed contingency activities. Local funds are used to pay for approximately half of 1 FTE's salary and benefits.

Options:

1. Move to approve the Program Year 2026 Community Development Block Grant Annual Action Plan.
2. Move to approve, with amendments, the Program Year 2026 Community Development Block Grant Annual Action Plan.
3. Do not approve the Annual Action Plan and risk noncompliance with HUD submittal requirements.

Attachments:

Program Year 2026 Annual Action Plan

Public Summary of the Annual Action Plan

Federal Funding Risks

CDBG Program Information

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

In this fourth year of the 2023-2027 Consolidated Plan, the City continues to prioritize funding activities with the highest needs according to the data and outreach collected during the Consolidated Plan update process. The City's CDBG Program Annual Action Plan features a range of activities, each intended to respond to the City's needs through economic development and affordable housing preservation to support low- and moderate-income populations. The City has placed a special emphasis on supporting the needs of our community through committing the majority of our funding to housing preservation activities. The PY2026 projects are as follows:

Rebuilding Together Thurston County	Critical Home Repair	\$84,077
Enterprise for Equity	Microenterprise Assistance	\$84,077
South Puget Sound Habitat for Humanity	Critical Home Repair	\$84,077
South Puget Sound Habitat for Humanity	Energize Thurston	\$84,077
City of Olympia	Planning & Administration	\$75,283
City of Olympia	Rental Rehabilitation Program	\$250,000

Table 1 - Program Year 2026 Projects

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

CDBG funding for PY26 activities is estimated to achieve the following accomplishments:

- Rehabilitation of 20-30 single family homes for low- and moderate-income homeowners
- 15-30 small businesses receiving technical assistance

In accordance with the priorities identified in the Consolidated Plan, the majority of our programmatic funding available is being recommended for activities related to the creation and preservation of affordable housing.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City's CDBG program has made great strides to meet goals set up in past Annual Action Plans and Consolidated Plans.

The City's CDBG program is consistently timely with its spenddown and continues to provide technical assistance to subrecipients to build capacity in administering CDBG funding. Local service providers continue to expand capacity to reach more LMI households in the community. Performance measures related to housing activities have increased dramatically over the past five-year Consolidated Plan.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City will present at the Regional Housing Council's Affordable Housing Advisory Board on June 18th. The City presented at the Community Livability and Public Safety Committee on May 27th. There is a 30-day public comment period open June 8th - July 9th. A public hearing will be held at the regular City Council meeting June 23rd.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

To be updated

6. Summary of comments or views not accepted and the reasons for not accepting them

To be updated

7. Summary

The City continues to target CDBG funding towards priorities set in the Consolidated Plan.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role		Name	Department/Agency
Lead Agency		Olympia	
CDBG Administrator	Olympia		Community Planning and Economic Development
HOPWA Administrator			
HOME Administrator			
HOPWA-C Administrator			

Table 2 – Responsible Agencies

Narrative

Consolidated Plan Public Contact Information

Anastasia Everett

aeverett@ci.olympia.wa.us

360.753.8277

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The City consulted with a variety of stakeholders and constituents during the 2023-2027 Consolidated Plan update. Each Annual Action Plan during this period will reflect the findings of the outreach and research in the Consolidated Plan. In development of the Annual Action Plan, City housing staff regularly participate in Regional Housing Council meetings and discuss priority housing needs in the community. City staff also participate in the regional Housing Action Team, a group of housing providers and government employees to discuss capacity building and services needed for LMI residents.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The City's participation in these coordinating bodies allowed the City to receive valuable input from a broad range of service providers.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Thurston County Continuum of Care (COC) is the body that addresses the needs of homeless people in all populations. The COC is also directly aligned with Coordinated Entry Team that engages in an ongoing system improvement work to seek, develop and adopt best practices for serving homeless people. City staff meets with the COC regularly to ensure goals are aligned and efforts to address homelessness are compounded but not duplicated. The housing projects funded this program year are directly targeted to prevent housing insecurity and meet the goals of the COC.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The Thurston Thrives Coordination Council works directly with the Regional Housing Council to develop recommendations on how best to invest all state and local funds including ESG funds. The TTCC also works closely with the Coordinated Entry Team to strengthen HMIS administration and reporting.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 3 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Thurston County Continuum of Care
	Agency/Group/Organization Type	Housing PHA Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Health Agency Child Welfare Agency Other government - Federal Other government - State Other government - County Other government - Local Regional organization Planning organization

What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs HOPWA Strategy Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City works closely with the continuum of care for priority needs in the community.

2	Agency/Group/Organization	Regional Housing Council
	Agency/Group/Organization Type	Housing PHA Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide Health Agency Child Welfare Agency Publicly Funded Institution/System of Care Other government - Federal Other government - State Other government - County Other government - Local Regional organization Planning organization Civic Leaders

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs HOPWA Strategy Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City participated in strategic regional policy to help coordinate public funding.
3	Agency/Group/Organization	Thurston Regional Planning Council
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide Other government - State Other government - County Other government - Local
	What section of the Plan was addressed by Consultation?	Broadband service providers strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	TRPC was consulted during the Consolidated Plan process to strategize broadband services.

4	Agency/Group/Organization	HOUSING AUTHORITY OF THURSTON COUNTY
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Housing Authority was consulted during the Consolidated Plan process to provide housing market data, public housing data, review of inventory and housing vouchers, and to help identify the priority needs and goals for the Consolidated Plan.

Identify any Agency Types not consulted and provide rationale for not consulting

N/A

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Thurston County	Each plan emphasizes the inter-relationship of housing, shelter, supportive services and economic opportunity for all low- and moderate-income people.

Table 4 - Other local / regional / federal planning efforts

Narrative

City staff continue to follow the priorities and needs identified in the Consolidated Plan. The consultation process for the Consolidated Plan update and creation of the Annual Action Plan has been extensive. City staff have worked alongside County staff and consultants in order to collect data that accurately reflects the needs of our community.

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The Annual Action Plan has a 30-day public comment period, a Public Hearing, a briefing at the community Affordable Housing Advisory Board, and funding recommendations at the City's Community Livability and Public Safety committee. Goal-setting has been influenced by the Consolidated Plan update for 2023-2027.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)

Table 5 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The City has made a great effort in expending prior program year unspent funds and is now timely in its expenditures and continues to meet performance measure timelines and project milestones with all subrecipients. The City is dissolving the Revolving Loan Fund to incorporate all Program Income to activities identified in the Annual Action Plan

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	376,415.00	285,176.00	0.00	661,591.00	376,415.00	The City's PY26 entitlement award is identified for projects as well as \$35,176 in program income formerly attributed to the revolving loan fund. \$250,000 of program income is for the remaining project funded by the revolving loan fund for a rental rehabilitation project.

Table 6 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Annual Action Plan
2026

12

All housing related projects outlined in the Annual Action Plan are being partially funded with PY26 CDBG funding. The subrecipients will be contributing staff time, resources, and materials to complete the agreed upon projects. Neither the City nor the organizations could have completed these goals independently of one another. The partnering agencies will be seeking outside donations and/or other state and local funds to fill the budget gaps to serve low/mod income homeowners and renters. Additionally, CDBG funds are used to leverage state funding for the Energize Thurston campaign.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

N/A

Discussion

The City will pursue all potential leverage to ensure maximum leverage of local, state and federal funding sources.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Preserve and Improve Existing Affordable Housing	2023	2027	Affordable Housing Homeless Non-Homeless Special Needs	City of Olympia	Housing	CDBG: \$502,231.00	Homeowner Housing Rehabilitated: 30 Household Housing Unit Rental housing rehabilitated: 12 household housing units
2	Improve Housing and Economic Outcomes	2023	2027	Homeless Non-Homeless Special Needs	City of Olympia	Community and Economic Development Services Special Needs	CDBG: \$84,077.00	Businesses assisted: 30 Businesses Assisted

Table 7 – Goals Summary

Goal Descriptions

1	Goal Name	Preserve and Improve Existing Affordable Housing
	Goal Description	

2	Goal Name	Improve Housing and Economic Outcomes
	Goal Description	

AP-35 Projects - 91.420, 91.220(d)

Introduction

The City prioritizes housing rehabilitation and preservation. Additionally, the City is funding one economic development activity.

#	Project Name
1	Housing Preservation and Rehabilitation
2	Economic Development
3	Planning and Administration

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Allocation priorities align with needs identified in the Consolidated Plan.

AP-38 Project Summary

Project Summary Information

#	Project Name
1	Housing Preservation and Rehabilitation
2	Economic Development
3	Planning and Administration

1	Project Name	Housing Preservation and Rehabilitation
	Target Area	City of Olympia
	Goals Supported	Preserve and Improve Existing Affordable Housing
	Needs Addressed	Housing Special Needs
	Funding	CDBG: \$502,231.00
	Description	Rehabilitation and preservation activities carried out by subrecipient partners. Partners include Rebuilding Together Thurston County and South Puget Sound Habitat for Humanity. Rehabilitation also includes rental rehabilitation program by City of Olympia.
	Target Date	8/31/2027
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 30-40 homeowner households will receive benefit from the proposed activities. 12 rental households will receive benefit from the rproposed activities.
	Location Description	Activities will take place throughout the City's jurisdiction.
	Planned Activities	Critical Home Repair programs administrated by Rebuilding Together Thurston County and South Puget Sound Habitat for Humanity. Energize Thurston administered by South Puget Sound Habitat for Humanity. Rental rehabilitation program administered by the City of Olympia.
2	Project Name	Economic Development
	Target Area	City of Olympia
	Goals Supported	Improve Housing and Economic Outcomes
	Needs Addressed	Community and Economic Development
	Funding	CDBG: \$84,077.00
	Description	Economic development activities to support low- and moderate-income businessowners in Olympia.
	Target Date	8/31/2027
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 30-40 businesses will be assisted through Enterprise for Equity's microenterprise assistance programs.
	Location Description	Small businesses throughout the City's jurisdiction.

	Planned Activities	Enterprise for Equity's Microenterprise Assistance program
3	Project Name	Planning and Administration
	Target Area	City of Olympia
	Goals Supported	Preserve and Improve Existing Affordable Housing Improve Housing and Economic Outcomes
	Needs Addressed	Housing Community and Economic Development Services
	Funding	CDBG: \$75,283.00
	Description	Planning and administration costs
	Target Date	8/31/2027
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Olympia
	Planned Activities	Planning and administration costs for the CDBG program.

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Geographic Distribution

Target Area	Percentage of Funds
City of Olympia	100

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Services are provided throughout the entitlement community. Homeowner rehabilitation is prioritized in low-income census tracts and those with minority concentrations according to City and HUD GIS mapping tools.

Discussion

The City continues to work on updating GIS systems to reflect underserved and overrepresented communities in poverty. The City is considering undertaking a local income survey to collect better data on what census tracts are most vulnerable.

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The City of Olympia has made great strides in confronting barriers to producing and preserving multi-family rental units but more work is needed to produce homeownership units and to remove barriers that low-income households face in accessing those units. Increasing homeownership provides a unique opportunity to equitably provide affordable, sustainable, healthy and safe housing while assisting low and moderate-income households to begin building wealth and exiting poverty. The three key barriers to homeownership that still exist are the reduced organizational capacity of housing developers to create new homeownership housing, insufficient availability of financing and subsidies needed to produce new housing, and insufficient availability of resources needed to purchase a house. These barriers are present in Olympia but also seen statewide and have been called out in Homestead Community Land Trust's Closed Doors report, the Black Home Initiative, and the State's Homeownership Disparities Work Group study.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

In recent years the City of Olympia has taken several actions to address and mitigate barriers to affordable housing production and preservation. Some of these measures are briefly described below.

1. Dedicated Funding Source:

In 2018, voters approved a ballot measure that created the Home Fund, a local funding source that is solely used for the construction and preservation of housing units affordable to Olympia residents whose incomes do not exceed 60% of area median income by household size. The funding originates from the collection of one-tenth of one percent sales and use tax. Until 2023, funding awards were made by an Olympia Home Fund board comprised of residents with knowledge and expertise in the affordable housing field. From 2018 through 2022, Olympia's Home Fund supported the creation of approximately 130 permanent rental units.

In 2022, Thurston County adopted its own Home Fund and in 2023, the Olympia and Thurston County Home Funds were merged, thereby creating a local funding mechanism that offers an anticipated \$8 million annually toward the construction and preservation of affordable

housing in Thurston County. In 2023, seven projects that will produce 137 new units of housing by 2027 were awarded funds.

Funding awards for the newly merged Home Fund are now recommended by a citizen advisory board known as the Thurston Affordable Housing Advisory Board. The board is comprised of residents of Olympia, Lacey, Tumwater, and Yelm. Board members have a wide range of expertise in the affordable housing field. In establishing the board, priority was placed on including board members with lived experience of homelessness or housing insecurity. Priority was also placed on individuals who represent a population which is overly represented in Thurston County's Homeless Crisis Response Plan. Examples of such populations are Black, Hispanic, and LGBTQIA+.

2. Housing Action Plan

The cities of Olympia, Lacey, and Tumwater partnered with Thurston Regional Planning Council (TRPC) in 2021 to create Housing Action Plans. Because the cities are so closely geographically located and operate within the same housing market constraints, the decision was made for each city's plan to include the same six strategies for increasing the production and preservation of affordable housing. The strategies are:

- Increase the supply of permanently affordable housing for households that make 80 percent or less of the area median income.
- Make it easier for households to access housing and stay housed.
- Expand the overall housing supply by making it easier to build all types of housing projects.
- Increase the variety of housing choices.
- Continually build on resources, collaboration, and public understanding to improve implementation of housing strategies.
- Establish a permanent source of funding for low-income housing.

Cities then individually identified several actions their jurisdiction would take to support these six broad strategies. The City of Olympia's Housing Action Plan includes 71 actions. Staff across the organization recognize the need for affordable housing and work collaboratively to carry out the Housing Action Plan.

The City applied for the PRO Housing grant opportunity from HUD in 2023 and 2024 to address barriers to affordable housing. While

unsuccessful in our application, we intend to apply for any future funding opportunities.

Discussion

The City of Olympia has extensively gathered and analyzed data and engaged our residents to assess the community's housing needs. The City pursued a Missing Middle Initiative, an effort to increase housing production and range of housing options by allowing more than one housing unit per lot. The City engaged Olympians on the issue of homelessness and from the engagement emerged the One Community plan, a roadmap for addressing homelessness. A Housing Needs Assessment identified, among other things, the need for more housing production and preservation and a need for a range of housing types to meet current and anticipated demand. The 2023-2027 Consolidated Plan deepened our knowledge about housing need and instability in Olympia. It provided data on the cost to produce and preserve housing as well as data on housing cost burden. The Assessment of Fair Housing highlighted populations of our community who experience barriers to accessing housing, housing insecurity, housing cost burden and ongoing disparities in homeownership.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

The City, through non-profit agencies supported with state funding will continue its outreach particularly to homeless individuals and families to connect them to employment and education opportunities through the variety of programs that are available in the community.

The City will continue its efforts in creating effective partnerships with service delivery agencies and other jurisdictions within its boundaries to implement countywide programs and activities that strengthen our capacity to address the needs of low-income households.

Actions planned to address obstacles to meeting underserved needs

The City through the funded non-profit agencies will continue its outreach particularly to homeless individuals and families to connect them to employment and education opportunities through the variety of programs that are available in the community. The City is also actively pursuing state and federal funding to address obstacles to affordable housing.

Actions planned to foster and maintain affordable housing

The City prioritizes using CDBG funding to preserve existing affordable housing. Staff are continuously looking for funding sources to leverage CDBG and create new affordable housing.

Actions planned to reduce lead-based paint hazards

The City will continue its efforts in creating effective partnerships with service delivery agencies and other jurisdictions within its boundaries to implement countywide programs and activities that strengthen our capacity to address the needs of low-income households.

The City, through the Housing Action Team and Regional Housing Council, will continue to create partnerships for the ongoing development of affordable housing in our community. A working group of the Housing Action Team is the Affordable Housing Team, which is comprised of local affordable housing providers, local jurisdiction staff, and other interested private sector parties. The group works to focus collaborative action to create, preserve and diversify affordable and equitable housing through advocacy, education, and leadership.

City staff are researching capacity and availability for a HUD lead reduction grant.

Actions planned to reduce the number of poverty-level families

The Regional Housing Council (RHC), representing the jurisdictions of Thurston County, Olympia, Lacey,

Tumwater, and Yelm all pledge a portion of local sales tax revenue collected by the jurisdictions to support health and human services agencies throughout the County. For the past several years, the RHC has directed these funds to be used to fund local non-profit agencies that address "basic needs" including food and meal programs, personal hygiene, childcare, and other emergency needs to support low-income households.

Actions planned to develop institutional structure

In January 2021, Thurston County and the Cities of Olympia, Lacey, Tumwater, and Yelm, signed an Interlocal Agreement to form the Regional Housing Council (RHC). The RHC replaces the Health and Human Services Council and creates a more intentional focus on addressing affordable housing and homelessness as a region. The primary purpose of the RHC is to leverage resources and partnerships through policies and projects that promote equitable access to safe and affordable housing.

The Thurston Thrives Housing Action Team and its sub teams, including Affordable Housing; Homeless Housing Hub; Affordable Rental Housing; Manufactured Housing Work Group; and Senior Housing, will continue to build new partnerships to enhance our planning environment. These teams provide valuable information to our local planning bodies regarding the development of affordable housing and needed public services.

Actions planned to enhance coordination between public and private housing and social service agencies

The Housing Action Team is again the key county focus on the activities in this area. The HAT forum brings together non-profits, government and private sector developers in a unique manner that solicits input for the greater community wellbeing.

Discussion

The City will continue to solicit the input from existing community members, local not for profit agencies and private sector businesses to create a stronger, healthier community.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

The City continues to use its CDBG funding to benefit low- and moderate-income community members. The City utilizes contingency projects to avoid program income not being allocated to any projects.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

The overall benefit period for this Annual Action Plan is 2024, 2025, 2026.



cdlog
Community
Development
Block Grant

Program Year 2026

Public Summary of the Annual Action Plan

Summary

The City of Olympia's Program Year 2026 Annual Action Plan is the fourth for the five-year Consolidated Plan (2023-2027).

Available resources for Program Year 2026 include an entitlement award of \$376,415, proposed reallocation of \$35,176 of revolving loan funds, and \$250,000 in existing revolving loan funding allocated to a multifamily rehabilitation project bringing the total available resources to \$661,591.

The projects listed below are proposed to be funded by this year's available resources:

Rebuilding Together Thurston County Critical Home Repair Program **\$84,077**

Funding will support their critical home repair program. The estimated accomplishment for this project is between 7-10 homes rehabilitated.

Funding supporting Rebuilding Together

Thurston County's Critical Home Repair program serves low-income homeowners with the following eligibility criteria: homeowners must live in Olympia, must meet income requirements, must be unable to do the work on their own, and must either have a disability, be a senior citizen, military veteran, or a family with young children.

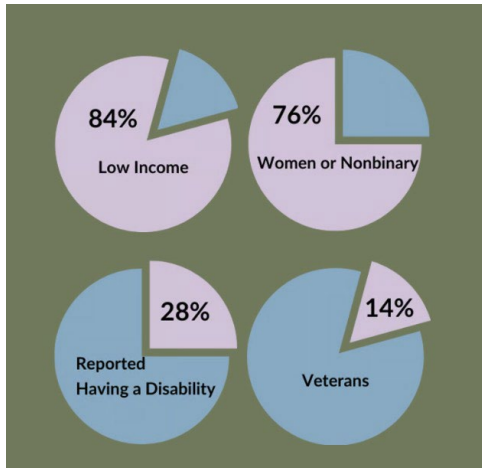


The City has funded Rebuilding Together Thurston County for several years and City CDBG funding has supported many homeowners in our community.



Enterprise for Equity Microenterprise Assistance Program **\$84,077**

Funding will support for their Microbusiness Development Program. Enterprise for Equity is intending to provide specialized training for over 30 low- and moderate-income local entrepreneurs.



City CDBG funding has supported Enterprise for Equity's Microenterprise Assistance Programs for most of the decade and has made a large impact on microenterprises in Olympia.

South Puget Sound Habitat for Humanity **Critical Home Repair Program** **\$84,077**



Funding is recommended for the Critical Home Repair program. Examples of home repairs include mold remediation, roof repair or replacement, and bathroom accessibility improvements. An estimated 7-10 low- and moderate-income households will participate in the Home Repair program in the upcoming program year. South Puget Sound Habitat for Humanity's Critical Home Repair Program is available for eligible low-income homeowners that meet program criteria, including a documented need, ability to contribute financially

towards a small percentage of their repair costs, and willingness to partner with sweat equity requirements.

**South Puget Sound Habitat for Humanity
Energize Thurston Program
\$84,077**

Funding will go towards the fully subsidized installation of energy efficient heat pumps for low-income Olympia homeowners. The recommended funding for this project will install heat pumps in approximately 7-10 homes. Subsidized installations are managed by subrecipient South Puget Sound Habitat for Humanity.



City CDBG funding was one of the first grant sources available for the Energize Thurston program, beginning in Program Year 2022 with support for Energize Olympia.

**Planning and Administration Costs
\$75,283**

Costs for City staff salary and benefits for administering the CDBG program. This is capped at 20% of the Program Year 2026 entitlement award.

**Rental Rehabilitation Program
\$250,000**

Costs for the rehabilitation of a 12-unit multifamily housing structure rented to a majority of tenants at or below 80% area median income. Improvements include new energy-saving windows, replacement of siding and exterior painting, installation of ductless minisplit heat pumps and concrete repair.

Contingency Projects and Program Income

Contingency projects may be funded by cancelled projects identified in the Annual Action Plan or by receipt of Program Income during the Program Year.

Contingency Projects proposed for Program Year 2026 are critical home repair programs provided by subrecipients Rebuilding Together Thurston County and South Puget Sound Habitat for Humanity and the Energize Thurston program. Funding is to be awarded to projects based on demonstrated need and availability.

CDBG Program Information

Community Development Block Grant (CDBG) is a flexible grant that can be used for a variety of activities that primarily support low-income households. Olympia is a CDBG entitlement community, meaning we directly receive a formula-based grant allocation from the U.S. Department of Housing and Urban Development annually. Eligible activities include the acquisition of real property, public facilities and improvements, public services, homeowner and rental rehabilitation, code enforcement, special economic development activities, microenterprise assistance, planning and capacity building, and program administrative costs, among others. The authorizing statute of the CDBG program requires that each activity funded, except for program administration and planning activities, must meet one of three national objectives established by HUD:

- Benefit to low- and moderate-income (LMI) persons;
- Aid in the prevention or elimination of slums or blight; and
- Meet a need having a particular urgency (referred to as urgent need).

Every year the City must complete an Annual Action Plan (AAP) in accordance with the City's public participation plan outlining how CDBG funds will be used during the upcoming Program Year. The City's Program-Year begins September 1 and ends August 31 of the following year. Each AAP must reflect the priorities set in the Consolidated Plan which is updated in partnership with Thurston County every five years and outlines the priority needs in the region. Preparation of the Consolidated Plan includes extensive stakeholder and public engagement to set goals and objectives. In Program Year 2023, the City adopted its most recent Consolidated Plan update which was approved by HUD and will be implemented until Program Year 2027. The Consolidated Plan prioritizes activities that support affordable housing and economic development.

The City does not have the capacity or expertise to directly undertake the activities identified as priorities in the Consolidated Plan. The City typically subawards its CDBG to local nonprofit organizations, or subrecipients, to complete proposed activities. The relationship with subrecipients allows the City to compliantly fund a variety of activities and supports local nonprofit organizations.

City staff prepare the required annual report, the Consolidated Annual Performance and Evaluation Report, or CAPER following the end of each program year. The CAPER is presented to City Council and the public to show progress made towards goals identified in the Consolidated Plan, how CDBG funding is spent, and number of beneficiaries served. The CAPER is prepared in late fall and submitted to HUD in November.

Federal Funding Risks

In 2025, the U.S. Department of Housing and Urban Development (HUD) provided the City with a grant agreement for the Program Year 2025 Community Development Block Grant (CDBG) award. The grant agreement contained new conditions which require compliance with Executive Orders related to DEI, cooperation with immigration enforcement, and other Administration policies. The City's CDBG Program Manager and legal staff found the new grant conditions to be in conflict with the City's values generally and City's Sanctuary Policy specifically, and otherwise unlawful.

The City joined a lawsuit, *King County v. Turner, et al.* in November 2025. More than 80 local government Grantees from around the state and country represented in the lawsuit received an injunction on new grant conditions added to federal funding awards such as CDBG. The injunction blocks HUD from requiring compliance with the new grant conditions. The City's upcoming Program Year 2026 grant agreement will be covered while the injunction is in place. This will permit the City to execute our CDBG Grant Agreement and access funds without complying with the new grant conditions introduced in 2025.

HUD has appealed the injunction. The appeal is active in the Ninth Circuit Court of Appeals. If the injunction is overturned, HUD would have the authority to issue the City a new grant agreement for Program Year 2025 and Program Year 2026 requiring compliance with the new conditions. In this event, the City would most likely not need to repay grant funding spent while protected by the injunction but would potentially not be able to spend any future grant funding requiring compliance with the new grant conditions.

If the injunction is overturned, so that the offending grant conditions are applicable, the City will not be able to accept any grant funds from HUD and doesn't have local funding capacity to fund unspent contracted awards. Staff have communicated the risks surrounding funding availability to subrecipients recommended for Program Year 2026 funding. Program Year 2026 subrecipient agreements will include language is approved by our legal staff and ensures the City is not obligated to fully fund contracts with local sources should the injunction be overturned and new grant agreements be issued by HUD.

The City is on track to receive and execute the Program Year 2026 grant agreement with HUD on time with the Program Year beginning September 1, 2026.



City Council

Approval of an Ordinance to Vacate a Right-of-Way along Garfield Avenue Abutting West Bay Drive

Agenda Date: 7/14/2026
Agenda Item Number: 4.D
File Number:26-0476

Type: ordinance **Version:** 2 **Status:** 2d Reading-Consent

Title

Approval of an Ordinance to Vacate a Right-of-Way along Garfield Avenue Abutting West Bay Drive

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve on second reading an Ordinance to Vacate a Right-of-Way along Garfield Avenue Abutting West Bay Drive.

Report

Issue:

Whether to approve on second reading an Ordinance to Vacate a Right-of-Way along Garfield Avenue Abutting West Bay Drive.

Staff Contact:

Adam Dreller, PLS, City Surveyor, Public Works Engineering, 360.742.6489

Presenter(s):

None - Consent Calendar Item.

Background and Analysis:

Background and analysis has not changed from first to second reading.

A property owner adjacent to a right-of-way along Garfield Avenue abutting West Bay Drive has requested the City to initiate the process to abandon 10 feet of right-of-way adjacent to their property. The additional property will be used to provide additional site area for a planned single-family residence.

On November 10, 2025, Council adopted a resolution setting the date of December 9, 2025 for a public hearing to hear public comment regarding the request.

On December 9, 2025, Council held a public hearing where the public expressed concern over the walkability along Garfield Avenue. As a part of the development, the developer is required to add frontage improvements which will include a 5-foot-wide sidewalk as proposed in Exhibit F.

City staff reviewed the request using criteria outlined in the Olympia Municipal Code Section 12.16.100. Staff recommends approval of the vacation with the requirement for the petitioner to provide an access and utility easement in lieu of payment of one-half the appraised right-of-way land value to the City. This would be of mutual benefit as follows:

Mutual Benefit Analysis:

Key points associated with the mutual benefit of the proposed land exchange include:

1. The City would gain more than 1,800 square feet of alley right-of-way for public access, supporting ingress, egress, and maintenance of public and private utilities, in exchange for vacating approximately 560 square feet along Garfield Avenue. This represents a net gain in usable public right-of-way (See Exhibit G).
2. Vacating 563 square feet of right-of-way along Garfield Avenue does not impact the City's ability to construct a public sidewalk along the Garfield frontage of 241 West Bay Drive. The vacation also does not further reduce available on-street parking along this segment of Garfield.
3. Obtaining the alley right-of-way would allow the City to legally access a portion of an existing sewer main that currently lies just outside of public right-of-way. Without this acquisition, the City would need to obtain an easement for legal access. While this action does not fully resolve access limitations along the entire alley, it significantly improves the situation and benefits surrounding property owners.
4. The alley right-of-way acquisition would allow the owner of 225 West Bay Drive to legally access their property by vehicle without relying solely on the alley's southern access point at Harrison Avenue. The existing Harrison entrance is posted with restrictions prohibiting alley access due to unsafe conditions. Maintaining access from Garfield is therefore important to ensuring reliable and safe vehicular access for 207, 219, and 225 West Bay Drive.
5. Residential solid waste service for 207, 219, and 225 West Bay Drive is currently provided from West Bay Drive, requiring bins to be placed on or along the public sidewalk. This creates a pedestrian obstruction and safety concern. Maintaining alley access from Garfield would support the option to provide solid waste services within the alley, which would be safer and would improve pedestrian conditions along West Bay Drive.

Together, these considerations demonstrate that the proposed vacation and associated right-of-way exchange provide mutual benefit to the City, the petitioner, and nearby residents. Improved legal access, better utility maintenance potential, and enhanced safety for both vehicular circulation and pedestrian movement support staff's recommendation to approve the vacation.

Given the mutual benefits associated with the proposed land exchange, staff recommends that the applicant not be required to pay one-half of the appraised value. Instead, staff recommends accepting the proposed access and utility easement in lieu of payment.

Climate Analysis:

This action is administrative in nature and does not have a direct impact on our climate goals. There are no known increases or decreases in greenhouse gas emissions with the proposed right-of-way

vacation.

Equity Analysis:

This action is administrative in nature and there are no known equity implications with the proposed right-of-way vacation.

Neighborhood/Community Interests (if known):

The Public Hearing provided an opportunity for Council to hear comments from the community regarding the requested vacation. Public testimony was received during the hearing and addressed by ensuring a sidewalk will be installed along the property frontage.

Financial Impact:

There will not be a financial impact to the applicant as the access and utility easement will be provided to the public in exchange for the property to be vacated.

Options:

1. Move to approve on second reading, an Ordinance to Vacate a Right-of-Way along Garfield Avenue Abutting West Bay Drive. This option allows the vacation to occur.
2. Move to approve second reading with additional conditions.
3. Do not approve an Ordinance to Vacate a Right-of-Way along Garfield Avenue Abutting West Bay Drive. The City right-of-way will remain.

Attachments:

Ordinance
Vicinity Map
Exhibit "F"
Exhibit "G"

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON VACATING A RIGHT-OF-WAY
ALONG GARFIELD AVENUE ABUTTING WEST BAY DRIVE**

WHEREAS, the Olympia City Council adopted Resolution No. M-2666 on November 10, 2025, setting a public hearing to allow public comment relating to a petition to vacate a right-of-way along Garfield Avenue Abutting West Bay Drive as a public thoroughfare; and

WHEREAS, as required by OMC 12.16.050, written notice of the proposed vacation and public hearing was posted at Olympia City Hall, posted on site, and mailed to all property owners abutting and within 300 feet of the boundaries of the rights-of-way to be vacated; and

WHEREAS, a public hearing was held by the Olympia City Council on the petition on December 9, 2025, at the City Council's regular 6:00 p.m. business meeting; and

WHEREAS, the City has received no comments objecting to the vacation from any member of the public nor from any utility provider regarding this vacation; and

WHEREAS, in conjunction with and as compensation for the City's vacation of the subject right-of-way, the Applicant is granting the City an access and utility Easement; the provision of this access and utility easement is a necessary condition of the vacation of the subject right-of-way; and

WHEREAS, the Public Works Department has indicated the area to be vacated has no known current or foreseeable future use to the City as a right-of-way and any anticipated City need to utilize the vacated area will be addressed by the access and utility easement being granted to the City in conjunction with this right-of-way vacation; and

WHEREAS, the City Council determines it to be in the public interest to grant the petition to vacate a right-of-way along Garfield Avenue Abutting West Bay Drive as a public thoroughfare, subject to the requirements of OMC 12.16.080, OMC 12.16.090, and RCW 35.79.030;

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

Section 1. As recommended by the City of Olympia Public Works Department and as requested by the owner of the abutting parcel(s), the Olympia City Council, pursuant to OMC 12.16.050 and RCW 35.79.010, hereby vacates as a public thoroughfare the following described public thoroughfare situated in the City of Olympia, Thurston County, State of Washington, to wit:

THE SOUTH 10.00 FEET OF GARFIELD AVENUE ADJACENT TO THE FOLLOWING DESCRIBED PARCEL:

LOT 16 IN BLOCK 26 OF WOODRUFF'S ADDITION TO THE CITY OF OLYMPIA, WASHINGTON, AS RECORDED IN VOLUME 3 OF PLATS, PAGE 40 AND 41, TOGETHER WITH THE VACATED WEST 12.50 FEET OF WEST BAY DRIVE ADJOINING ON THE EAST.

SUBJECT TO EASEMENT OVER SAID SOUTH 10.00 FEET FOR ACCESS, REPAIR AND MAINTENANCE OF UTILITIES.

SITUATE IN THE COUNTY OF THURSTON, STATE OF WASHINGTON.

Section 2. The vacation meets the criteria set forth in OMC 12.16.100, which is summarized as follows:

- The proposed vacation will not be materially detrimental to other properties in the vicinity, nor will it endanger public health, safety, or welfare.
- The subject right-of-way is not needed for general access, emergency services, utility facilities, or other similar public purposes, nor is it necessary as part of a long-range circulation plan, pedestrian/bicycle pathway plan or street improvement plan. This criteria is met because the Applicant is granting the access and utility easement referenced in the recitals above.
- The subject vacation is consistent with the adopted Olympia Comprehensive Plan and all other related land use and circulation regulations and policies.
- The subject vacation would not directly or indirectly result in an adverse impact on historical or cultural resources, the natural environment, or otherwise negatively affect environmentally sensitive areas.

Section 3. Required Compensation. In lieu of any monetary compensation, the owner of the abutting property

shall grant to the City an access and utility easement that must, prior to acceptance by the City, be deemed acceptable by the Director of Public Works and the City Attorney, or their designees. Such easement must be recorded with the Thurston County Auditor at the property owner's expense after acceptance by the City's representatives.

Section 4. Effective Date. This Ordinance does not become effective until the owner of the abutting Property grants and records the easement required by Section 3, above.

Failure of the abutting property owner to grant and record the easement within 0 days of the passage of this Ordinance automatically (without further Council action) voids the petition and the vacation of right-of-way approved by this Ordinance.

PASSED BY THE OLYMPIA CITY COUNCIL this ____ day of _____ 2026.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

Michael M. Young

DEPUTY CITY ATTORNEY

Certification of Receipt of Compensation. I, Sean Krier, City Clerk, hereby certify that the access and utility easement required to be granted by this Ordinance was ___ was not ___ received within the required timeframe.

CITY CLERK

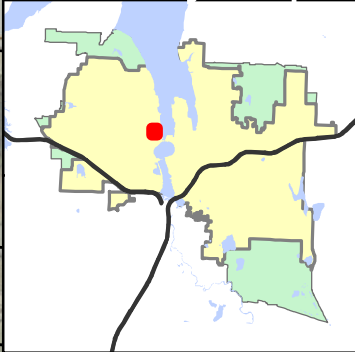


Garfield Avenue ROW Vacation

Permit Number 25-2765



Vicinity Map



0 50 100 Feet 1 inch = 100 feet

Map printed 11/3/2025

For more information, please contact:

Michael Kaminski, Engineering Technician II
mkaminsk@ci.olympia.wa.us

This map is intended for 8.5x11" portrait printing.

The City of Olympia and its personnel cannot assure the accuracy, completeness, reliability, or suitability of this information for any particular purpose. The parcels, right-of-ways, utilities and structures depicted hereon are based on record information and aerial photos only. It is recommended the recipient and or user field verify all information prior to use. The use of this data for purposes other than those for which they were created may yield inaccurate or misleading results. The recipient may not assert any proprietary rights to this information. The City of Olympia and its personnel neither accept or assume liability or responsibility, whatsoever, for any activity involving this information with respect to lost profits, lost savings or any other consequential damages.



EXHIBIT F

DATUM

HORIZONTAL — WASHINGTON STATE PLANE COORDINATES, SOUTH ZONE, NAD 83/2011 BASED ON GPS TIES TO MONUMENTS USING WASHINGTON STATE REFERENCE NETWORK.

VERTICAL — NAVD 88 BASED ON GPS TIES TO THURSTON COUNTY MONUMENT "OLY BM" HOLDING A PUBLISHED ELEVATION OF 59.767'.

UTILITY NOTE

UTILITIES HEREON ARE FROM FIELD MAPPING VISIBLE SURFACE APPURTENANCES, AND MAPPING UTILITY PAINT MARKS FROM A UTILITY LOCATING SERVICE. BURIED UTILITIES ARE ONLY SHOWN AS APPROXIMATE AND SHOULD BE VERIFIED BEFORE CONSTRUCTION.

EXHIBIT LEGEND

- 10' VACATION PROPERTY LINE
1,128.3 SF NEW PARCEL AREA
- TOTAL SIDEWALK (ESTIMATE)
447 SF

SURVEY NOTES

INSTRUMENT USED: SOKKIA IX 3" TOTAL STATION, TOPCON PS 3" TOTAL STATION, AND TOPCON VR GPS.
THIS SURVEY MEETS OR EXCEEDS THE STANDARDS OF WAC 332-130-090 AND 332-130-145.
SURVEY COMPLETED 7/2024.
ALL MONUMENTS SHOWN AS FOUND VISITED 7/2024.
PURPOSE OF TOPOGRAPHICAL MAPPING IS FOR FUTURE DEVELOPMENT OF SITE. CONTOURS WERE ESTABLISHED FROM FIELD MAPPING, 1' CONTOURS SHOWN ON MAP. MTN2COAST (M2C) WAS RETAINED BY THOMAS ARCHITECTURE STUDIOS TO COMPLETE A BOUNDARY AND TOPOGRAPHIC SURVEY OF THURSTON COUNTY TAX PARCELS 85002601600 AND 85002601400.
8. LOCATIONS OF BUILDINGS SHOWN ON ADJACENT PROPERTIES WERE ADDED BASED ON AERIAL PHOTOGRAPH AND SHOULD BE CONSIDERED APPROXIMATE.
9. M2C DETERMINED THAT THE PAVED DRIVE ACROSS THE WESTERN PORTION OF THE TAX PARCELS DOES NOT FALL WITHIN THE CALCULATED RIGHT-OF-WAY FOR THE ALLEY ACROSS BLOCK 26 OF WOODRUFF'S ADDITION. NO EVIDENCE WAS FOUND IN THE TITLE REPORTS PROVIDED BY THE CLIENT OR ADDITIONAL RESEARCH OF AN EASEMENT RELATED TO THE PAVED DRIVEWAY WHICH IS USED TO ACCESS PROPERTIES TO THE SOUTH.

RD(X) REFERENCED DOCUMENTS

- WOODRUFF'S ADDITION TO THE CITY OF OLYMPIA BOOK 3, PAGE 40, AFN 2700065.
- CITY OF OLYMPIA BLA 08-0119-OL RECORDED 9/22/2008, AFN 4036478.
- SURVEY RECORDED 2/21/2020, AFN 4738074.

(X) MONUMENT NOTES

- FOUND 2" DIAMETER BRASS SURFACE MONUMENT WITH PUNCH MARKED "LS 29268 2010", HELD FOR ALIGNMENT OF WEST BAY DRIVE AND GARFIELD AVE.
- FOUND 1/2" DIAMETER REBAR WITHOUT CAP ±1.0' BELOW GRADE, HELD FOR ALIGNMENT OF THE SOUTH LINE OF THE NORTH 25 FEET OF LOT 14, S86°47'19"E, ±0.3' FROM EASTERLY RIGHT-OF-WAY MARGIN OF ALLEY.
- FOUND 1" DIAMETER IRON PIPE N57°41'00"E, ±0.7' FROM CALCULATED POSITION.
- FOUND 1/2" DIAMETER REBAR WITH PLASTIC CAP MARKED "LS 5154".
- FOUND 1/2" DIAMETER REBAR WITHOUT CAP, HELD FOR ALIGNMENT OF SOUTH LINE OF THE NORTH 25 FEET OF LOT 14, N86°47'19"W, ±3.1' FROM WESTERLY RIGHT-OF-WAY MARGIN OF WEST BAY DRIVE.
- 1" DIAMETER IRON PIPES PAINTED RED AND BLUE, EXPOSED UP TO ±0.5' FROM GRADE. HOMEOWNER TO SOUTH STATES THESE ARE POSTS FROM A PREVIOUSLY REMOVED FENCE. IRON PIPES NOT HELD FOR BOUNDARY CALCULATIONS.
- FOUND 2" DIAMETER BRASS CAP IN MONUMENT CASE WITH PUNCH MARKED "LS 29266 2004", HELD FOR ALIGNMENT OF HARRISON AVE AND WEST BAY DRIVE.
- FOUND 2" DIAMETER BRASS CAP IN MONUMENT CASE WITH PUNCH MARKED "LS 29266 2004".
- FOUND 2" DIAMETER SURFACE MONUMENT WITH PUNCH MARKED "OLY LS 28242", HELD FOR ALIGNMENT OF HARRISON AVE AND SHERMAN ST.
- FOUND 2" DIAMETER BRASS CAP WITH PUNCH MARKED "LS 29266 2010", HELD FOR ALIGNMENT OF SHERMAN ST AND GARFIELD AVE.

LEGAL DESCRIPTION

TPN 85002601400:

LOT 15 AND THE NORTH 25 FEET OF LOT 14 IN BLOCK 26 OF WOODRUFF'S ADDITION TO THE CITY OF OLYMPIA, WASHINGTON, AS RECORDED IN VOLUME 3 OF PLATS, PAGES 40 AND 41;

TOGETHER WITH THE VACATED WEST 12.5 FEET OF THE WEST BAY DRIVE ADJOINING TO THE EAST;

IN THURSTON COUNTY, WASHINGTON.

(PER OLD REPUBLIC TITLE REPORT TH35365, DATED 11/30/2021)

TPN:85002601600:

LOT 16 IN BLOCK 26 OF WOODRUFF'S ADDITION TO THE CITY OF OLYMPIA, WASHINGTON, AS RECORDED IN VOLUME 3 OF PLATS, PAGE 40 AND 41;

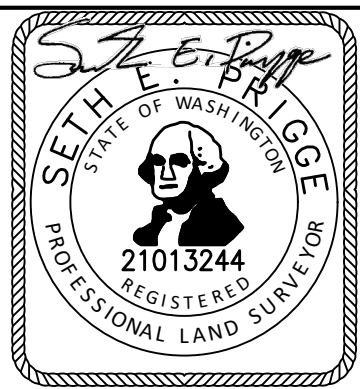
TOGETHER WITH THE VACATED WEST 12.5 FEET OF THE WEST BAY DRIVE ADJOINING ON THE EAST;

IN THURSTON COUNTY, WASHINGTON.

(PER OLD REPUBLIC TITLE REPORT TH35366, DATED 11/30/2021)

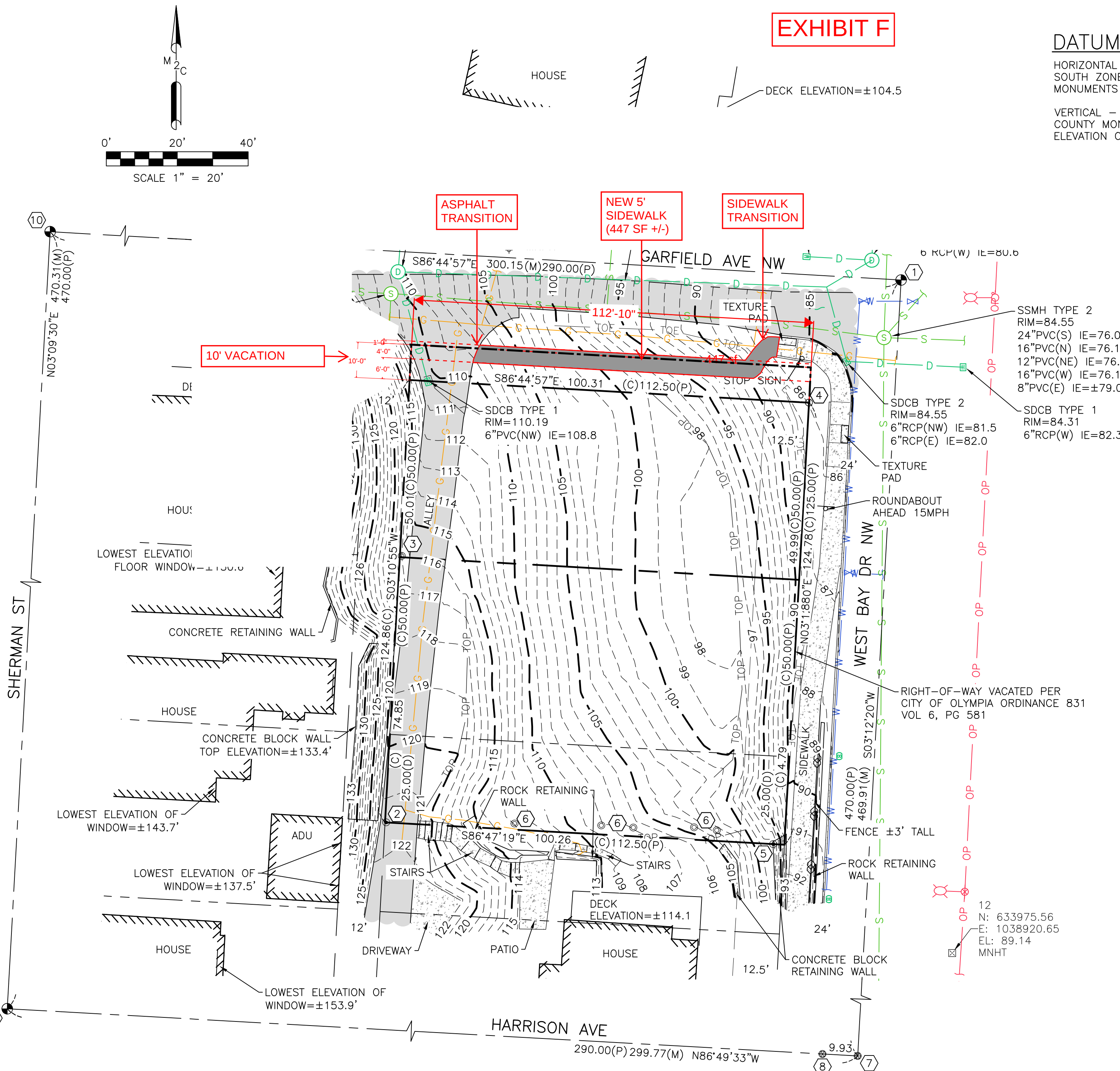
NW1/4 SE1/4, SEC 15, T18N, R2W, W.M.

DATE	8/7/2024
SCALE	1" = 20'
M2C PROJECT NO.:	24-166
DRAWN	GMB
CHECKED	TLM
APPROVED	SEP



PROJECT NAME: 233 & 241 WEST BAY DRIVE TOPOGRAPHIC SURVEY	CLIENT NAME: THOMAS ARCHITECTURE STUDIOS
--	---

SHEET NAME: SV-1	SHEET NO. 1 OF 1
---------------------	---------------------



LINE TYPES	
	CHAIN LINK FENCE
	EXTERIOR BUILDING BUILDING OVERHANG
	GROUND TOE
	GROUND TOP
	STORM LINE
	SANITARY SEWER LINE
	OVERHEAD POWER
	WATER LINE
	NATURAL GAS LINE
	MAJOR CONTOUR
	MINOR CONTOUR
	PROPERTY LINE
	RIGHT OF WAY
	ROAD CENTERLINE
	VACATED RIGHT-OF-WAY
	LOT LINES
	LOT LINES ORIGINAL PLAT

LEGEND	
	SS CLEANOUT
	SS MANHOLE
	STORM CATCH BASIN
	STORM MANHOLE
	WATER VALVE
	STREET SIGN (AS DESCRIBED)
	MEASURED DISTANCE
	CALCULATED DISTANCE
	DISTANCE PER PLAT
	DISTANCE PER DEED
	POWER POLE WITH LIGHT AND TRANSFORMER
	POWER POLE WITH LIGHT AND DROP
	FOUND BRASS CAP
	FOUND IRON PIPE
	FOUND MONUMENT IN CASE
	FOUND REBAR AND CAP
	FOUND REBAR WITHOUT CAP
	SET HUB AND TACK
	SET PK NAIL
	SET 5/8"X24" LONG REBAR AND YELLOW PLASTIC CAP MARKED "MTN2COAST LS 21013244"

HATCHING	
	CONCRETE
	ASPHALT



City Council

Workers' Affordability & Protections Process Update

Agenda Date: 7/14/2026
Agenda Item Number: 6.A
File Number: 26-0538

Type: discussion **Version:** 1 **Status:** Other Business

Title

Workers' Affordability & Protections Process Update

Recommended Action

Committee Recommendation:

In October 2024, this matter was forwarded to the Finance Committee for discussion. A recommendation was not made at that time. Since that time, this item has been before the City Council for discussion and direction.

City Manager Recommendation:

Receive an update on the Workers' Affordability & Protections process.

Report

Issue:

Whether to receive an update on the Workers' Affordability & Protections process.

Staff Contact:

Stacey Ray, Assistant City Manager, 360.753.8046

Presenter(s):

Stacey Ray, Assistant City Manager

Background and Analysis:

In 2024, the City Council Finance Committee began a discussion on addressing minimum wage, predictive scheduling and workplace safety to help address concerns about the cost of living and job safety for lower wage earners in Olympia. In late 2024, the City Council received a significant amount of community input on an initial draft project scope and timeline. Many commenters expressed concern about the pace at which the process was moving forward and the ability for those impacted to participate in the dialogue and decision-making.

In response, the City Council directed staff to slow the process and move forward with only scoping and research in 2025. The process was then paused in early mid-2025 when a citizen-led initiative, Proposition 1, was placed on the November election ballot. Proposition 1 failed; however, the City Council directed staff to continue with research and community engagement on workers' affordability

and protections in 2026.

The purpose of this agenda item is to share and discuss with Councilmembers a reenvisioned timeline and approach for this work effort that helps to address earlier community and City Council concerns about timing and participation.

The citizen-led initiative on last year's November voter's ballot included specific solutions packaged into what supporters called a "Workers' Bill of Rights." It included specific changes such as an increase in minimum wage, requirements for predictive scheduling, and enhanced workplace safety measures. The approach proposed by staff has an initial phase for conducting research, data gathering, and doing some early stakeholder engagement to help clarify the problem and key issues that the community and Council want to consider addressing.

A study session in September will be an opportunity to review the phase one findings, clarify the issue(s) the City Council wishes for this process to address or not, and provide staff with direction for scoping the next phase of the work. Staff also hope to receive guidance on whether additional research is needed, which community stakeholders should be engaged in further dialogue, and which potential solution(s) should be explored and developed in greater detail.

In addition to helping refine the scope of this work effort through a phased approach, the timeline being shared by staff also considers the necessary capacity and resources to lead a meaningful and effective dialogue with the community on this complex and high-profile topic.

Climate Analysis:

Conducting research and stakeholder engagement on workers' affordability & protections is not anticipated to produce any significant impacts to climate.

Equity Analysis:

Community members and Councilmembers have brought forward these topics for consideration with the intent to improve conditions and livability for employees who make the lowest wages in the region, including the current Washington state minimum wage of \$17.13 per hour. According to MIT's Living Wage Calculator, as of February 2026, the estimate for what a single adult with no children needs to earn working full-time in the Olympia-Lacey-Tumwater region to cover living expenses is \$26.12 an hour. That equates to an annual after-tax income of approximately \$46,090.

Findings from the United Way on ALICE (Asset Limited, Income Constrained, Employed) households include that while ALICE households are diverse, financial hardship is felt more substantially by Black, Indigenous and People of Color in Washington, calling attention to inequities in the state and local economies.

Neighborhood/Community Interests (if known):

As demonstrated by the very significant amount of community input received by City staff and Council on this topic in 2025, workers' affordability, and particularly the potential solutions raised at that time, including an increase to minimum wage, predictive scheduling, and workplace safety requirements are of high interest and impact to many sectors and members of the community. There is and will continue to be significant local and regional interest in this issue.

Financial Impact:

There is no predetermined estimate or funding specifically allocated to this work effort. Research and stakeholder engagement in phase one is estimated by staff to be approximately \$20,000, which will need to be assumed within the City Manager's Office professional services budget. Phase two funding and resources needs will be determined after further refinement of the research and engagement scope with the City Council.

Options:

1. Receive an update on the Workers' Affordability & Protections process.
2. Do not receive an update on the Workers' Affordability & Protections process.
3. Receive an update on the Workers' Affordability & Protections process on a future agenda.

Attachments:

Workers' Affordability & Protections Process Overview

Workers' Affordability & Protections



In 2026, the Olympia City Council committed to continuing research and a community dialogue on workers' affordability and protections. The findings will inform whether Council considers future action.

Stacey Ray
Assistant City Manager
sray@ci.olympia.wa.us
360.753.8046



Background

In 2024, the City Council Finance Committee began a discussion on addressing minimum wage, predictive scheduling and workplace safety. In late 2024, Council received a significant amount of community input on an initial draft scope and timeline. Subsequently, Council directed staff to slow the process and move forward with only scoping and research in 2025.

The process was paused in early mid-2025 when a citizen-led initiative was placed on the November election ballot. Proposition 1 failed; however, Council directed staff to continue with research and public engagement on workers' affordability and protections in 2026 for possible Council action.

Proposed Approach & Timeline

Phase 1: Defining the Problem (July - September 2026)

- Research & data gathering
- Stakeholder listening sessions

City Council Study Session (September 2026) – Review early findings and refine the project scope and engagement process for Phase 2.

Phase 2: Engagement (October - December 2026)

- Additional research
- Stakeholder listening sessions

Phase 3: Council Consideration (January - March 2027)



City Hall
601 4th Avenue E.
Olympia, WA 98501
360-753-8244

City Council

Executive Session Pursuant to RCW 42.30.110 (1)(i); Litigation and Potential Litigation

Agenda Date: 7/14/2026
Agenda Item Number: 10.A
File Number:26-0506

Type: executive session **Version:** 1 **Status:** Executive Session

Title

Executive Session Pursuant to RCW 42.30.110(1)(i); Litigation and Potential Litigation

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON VACATING A RIGHT-OF-WAY
ALONG GARFIELD AVENUE ABUTTING WEST BAY DRIVE**

WHEREAS, the Olympia City Council adopted Resolution No. M-2666 on November 10, 2025, setting a public hearing to allow public comment relating to a petition to vacate a right-of-way along Garfield Avenue Abutting West Bay Drive as a public thoroughfare; and

WHEREAS, as required by OMC 12.16.050, written notice of the proposed vacation and public hearing was posted at Olympia City Hall, posted on site, and mailed to all property owners abutting and within 300 feet of the boundaries of the rights-of-way to be vacated; and

WHEREAS, a public hearing was held by the Olympia City Council on the petition on December 9, 2025, at the City Council's regular 6:00 p.m. business meeting; and

WHEREAS, the City has received no comments objecting to the vacation from any member of the public nor from any utility provider regarding this vacation; and

WHEREAS, in conjunction with and as compensation for the City's vacation of the subject right-of-way, the Applicant is granting the City an access and utility Easement; the provision of this access and utility easement is a necessary condition of the vacation of the subject right-of-way; and

WHEREAS, the Public Works Department has indicated the area to be vacated has no known current or foreseeable future use to the City as a right-of-way and any anticipated City need to utilize the vacated area will be addressed by the access and utility easement being granted to the City in conjunction with this right-of-way vacation; and

WHEREAS, the City Council determines it to be in the public interest to grant the petition to vacate a right-of-way along Garfield Avenue Abutting West Bay Drive as a public thoroughfare, subject to the requirements of OMC 12.16.080, OMC 12.16.090, and RCW 35.79.030;

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

Section 1. As recommended by the City of Olympia Public Works Department and as requested by the owner of the abutting parcel(s), the Olympia City Council, pursuant to OMC 12.16.050 and RCW 35.79.010, hereby vacates as a public thoroughfare the following described public thoroughfare situated in the City of Olympia, Thurston County, State of Washington, to wit:

THE SOUTH 10.00 FEET OF GARFIELD AVENUE ADJACENT TO THE FOLLOWING DESCRIBED PARCEL:

LOT 16 IN BLOCK 26 OF WOODRUFF'S ADDITION TO THE CITY OF OLYMPIA, WASHINGTON, AS RECORDED IN VOLUME 3 OF PLATS, PAGE 40 AND 41, TOGETHER WITH THE VACATED WEST 12.50 FEET OF WEST BAY DRIVE ADJOINING ON THE EAST.

SUBJECT TO EASEMENT OVER SAID SOUTH 10.00 FEET FOR ACCESS, REPAIR AND MAINTENANCE OF UTILITIES.

SITUATE IN THE COUNTY OF THURSTON, STATE OF WASHINGTON.

Section 2. The vacation meets the criteria set forth in OMC 12.16.100, which is summarized as follows:

- The proposed vacation will not be materially detrimental to other properties in the vicinity, nor will it endanger public health, safety, or welfare.
- The subject right-of-way is not needed for general access, emergency services, utility facilities, or other similar public purposes, nor is it necessary as part of a long-range circulation plan, pedestrian/bicycle pathway plan or street improvement plan. This criteria is met because the Applicant is granting the access and utility easement referenced in the recitals above.
- The subject vacation is consistent with the adopted Olympia Comprehensive Plan and all other related land use and circulation regulations and policies.
- The subject vacation would not directly or indirectly result in an adverse impact on historical or cultural resources, the natural environment, or otherwise negatively affect environmentally sensitive areas.

Section 3. Required Compensation. In lieu of any monetary compensation, the owner of the abutting property

shall grant to the City an access and utility easement that must, prior to acceptance by the City, be deemed acceptable by the Director of Public Works and the City Attorney, or their designees. Such easement must be recorded with the Thurston County Auditor at the property owner's expense after acceptance by the City's representatives.

Section 4. Effective Date. This Ordinance does not become effective until the owner of the abutting Property grants and records the easement required by Section 3, above.

Failure of the abutting property owner to grant and record the easement within 0 days of the passage of this Ordinance automatically (without further Council action) voids the petition and the vacation of right-of-way approved by this Ordinance.

PASSED BY THE OLYMPIA CITY COUNCIL this ____ day of _____ 2026.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

Michael M. Young

DEPUTY CITY ATTORNEY

Certification of Receipt of Compensation. I, Sean Krier, City Clerk, hereby certify that the access and utility easement required to be granted by this Ordinance was ___ was not ___ received within the required timeframe.

CITY CLERK