



# Meeting Minutes - Draft

## City Council

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

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Tuesday, March 4, 2025

6:00 PM

Council Chambers, Online and Via  
Phone

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### Register to Attend:

[https://us02web.zoom.us/webinar/register/WN\\_6Rq86-TGQo6hXbFi-e-asA](https://us02web.zoom.us/webinar/register/WN_6Rq86-TGQo6hXbFi-e-asA)

## 1. ROLL CALL

**Present:** 6 - Mayor Dontae Payne, Mayor Pro Tem Yến Huỳnh, Councilmember Clark Gilman, Councilmember Kelly Green, Councilmember Dani Madrone and Councilmember Robert Vanderpool

**Excused:** 1 - Councilmember Jim Cooper

## 1.A ANNOUNCEMENTS - None

## 1.B APPROVAL OF AGENDA

The agenda was approved.

## 2. SPECIAL RECOGNITION

### 2.A [25-0172](#) Special Recognition - Proclamation Recognizing Disability Awareness Month

Councilmember Vanderpool read the proclamation.

Disability Justice Task Force Project Manager Joslyn Nelson and Disability Inclusion Network Co Chair Sarah Norton accepted the proclamation and shared information regarding the history of disability rights and challenges for disabled community members.

**The recognition was received.**

## 3. PUBLIC COMMENT

The following people spoke: Damiya Burling and Robert Burgess.

## 4. CONSENT CALENDAR

### 4.A [25-0190](#) Approval of February 24, 2025 Olympia City Council Meeting Minutes

**The minutes were adopted.**

- 4.B**     [25-0199](#)     Approval of the Proposed 2025 Youth Council Work Plan

**The decision was adopted.**

- 4.C**     [25-0180](#)     Approval of a Resolution Authorizing a Professional Services Agreement with McKinstry Essention, LLC for the Facility Condition Assessment and Building Electrification Plan

**The resolution was adopted.**

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

**4.     FIRST READINGS (Ordinances)**

- 4.D**     [25-0185](#)     Approval of an Ordinance Amending Olympia Municipal Code Title 13.20 Related to LOTT Regulations

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

**Approval of the Consent Agenda**

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

**Aye:**            6 - Mayor Payne, Mayor Pro Tem Huynh, Councilmember Gilman, Councilmember Green, Councilmember Madrone and Councilmember Vanderpool

**Excused:**     1 - Councilmember Cooper

**5.     PUBLIC HEARING - None**

**6.     OTHER BUSINESS**

- 6.A**     [25-0195](#)     Approval of an Ordinance to Amend Olympia Municipal Code Chapter 2.100 Related to the Establishment of a Community Policing Board

Assistant City Manager Stacey Ray shared an overview of the creation and structure of the Social Justice and Equity Commission.

Councilmembers asked clarifying questions.

**Mayor Pro Tem Huynh moved, seconded by Councilmember Gilman, to approve on first reading, and forward to second reading, an ordinance to amend Olympia Municipal Code Chapter 2.100 related to establishment of a Community Policing Board. The motion carried by the following vote:**

**Aye:** 6 - Mayor Payne, Mayor Pro Tem Huỳnh, Councilmember Gilman, Councilmember Green, Councilmember Madrone and Councilmember Vanderpool

**Excused:** 1 - Councilmember Cooper

**7. CONTINUED PUBLIC COMMENT - None**

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

- 8.A** [25-0200](#) Consider a Referral Regarding Allocating City Council Goal Funds to World Relief to Assist with the Support of Immigrant and Refugee Families Settled in Olympia and Thurston County

Councilmembers reported on meeting and events attended.

**Councilmember Green moved, seconded by Councilmember Madrone, move to approve the referral to allocate City Council goal funds to World Relief to Assist with the support of immigrant and refugee families settled in Olympia and Thurston County and encourage the cities of Tumwater and Lacey along with Thurston County to follow suit. The motion carried by the following vote:**

**Aye:** 6 - Mayor Payne, Mayor Pro Tem Huỳnh, Councilmember Gilman, Councilmember Green, Councilmember Madrone and Councilmember Vanderpool

**Excused:** 1 - Councilmember Cooper

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

City Manager reported that he is working to arrange a joint meeting with the Port of Olympia. He also announced the appointment of Susan McLaughlin as the City's new Community Planning and Economic Development Director and thanked Acting Director Tim Smith for his service in the acting role.

**10. EXECUTIVE SESSION**

- 10.A** [25-0197](#) Executive Session Pursuant to RCW 42.30.110(1)(b); RCW 42.30.110 (1)(c) - Real Estate Matter and RCW 42.30.110(1)(i); Litigation and Potential Litigation

Mayor Payne recessed the meeting at 7:22 p.m. He asked the Council to reconvene in 5 minutes for an executive Session pursuant to RCW 42.30.110(1)(b); RCW 42.30.110 (1) (c) - Real Estate Matter and RCW 42.30.110(1)(i); Litigation and Potential Litigation.

Mayor Payne reconvened the meeting at 7:27 p.m. He announced no decisions would be made, the meeting was expected to last no longer than 90 minutes, and the Council would adjourn immediately following the Executive Session. The City Attorney was

present at the Executive Session.

**10. ADJOURNMENT**

The meeting was adjourned at 8:28 p.m.