



Meeting Minutes - Draft

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Tuesday, November 28, 2017

5:30 PM

Council Chambers

Study Session

1. ROLL CALL

Present: 7 - Mayor Cheryl Selby, Mayor Pro Tem Nathaniel Jones, Councilmember Jessica Bateman, Councilmember Jim Cooper, Councilmember Clark Gilman, Councilmember Julie Hankins and Councilmember Jeannine Roe

2. BUSINESS ITEM

2.A [17-1213](#) Discussion on 2018 Operating Budget and Capital Facilities Plan

City Manager Steve Hall noted the 2018 Budget is close to being balanced. He reviewed the budget items discussed at previous meetings.

Administrative Services Director Dean Walz noted there are additional revenues available for the General Fund Budget. He also shared expenses related to administrative changes.

Mr. Walz reviewed the recommendations made by the Finance Committee, several revised recommendations made by the City Manager and the approximate program costs for the Public Safety Levy.

Finance Committee Chair Jim Cooper shared comments from the Committee. He reviewed unfunded needs not included in the budget recommendations. He discussed several policy questions about the Clean Team/Ambassador Program.

Councilmember Bateman discussed her support of the Ambassador being brought into the City and for the need for the Program to be consistent, have continuity and succession planning.

Councilmember Roe noted she is eager to see the Ambassador program grow, but wants to be sure the downtown merchants, the Olympia Downtown Association (ODA), the Parking & Business Improvement Area Board and the Historical Society are on the same page. She is hopeful the program continues to include workforce training. Councilmember Roe noted she thinks the Welcome Center should be a separate discussion. She expressed support for the Ambassadors and Clean Team having a salary and benefits.

Mayor Selby expressed concern in bringing forward the recommendation regarding the Ambassador Program, noting the Request for Proposal (RFP) process has not been completed. She noted she cannot support the package as presented because of this. She also shared there is great value to the Welcome Center but it is currently poorly located.

Councilmember Gilman asked for clarification on the funding and RFP process of the Ambassador Program.

Community Planning and Development Director Keith Stahley reviewed the RFP process so far. The contract with the Capital Recovery Center will be on a month to month basis beginning January through the end of February to assist with the transition of the program.

Mayor Selby asked to see a big picture of what is being spent downtown and tie it to the downtown strategy. She noted she is disappointed the street trees continue to be pushed off the list of funded items.

Mayor Selby proposed a hybrid approach of having the Ambassadors managed through the City and the Welcome Center and Clean team be managed by the ODA.

Councilmember Cooper stated he had felt from the beginning the Ambassador program should have been a City program.

Mayor Pro Tem Jones requested the status of the major facilities repairs unfunded needs.

The study session was completed.

3. ADJOURNMENT

The meeting adjourned at 6:18 p.m.