



# Meeting Minutes

## City Council

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

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Tuesday, December 7, 2021

7:00 PM

Online and Via Phone

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**Register to Attend:**

[https://us02web.zoom.us/webinar/register/WN\\_VRG\\_68b\\_SAmka4Zo1ARnWQ](https://us02web.zoom.us/webinar/register/WN_VRG_68b_SAmka4Zo1ARnWQ)

**1. ROLL CALL**

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

**1.A ANNOUNCEMENTS**

City Manager Jay Burney gave an update and information regarding the cleanup of the Deschutes encampment that is occurring on December 8.

**1.B APPROVAL OF AGENDA**

The agenda was approved.

**2. SPECIAL RECOGNITION - NONE**

**3. PUBLIC COMMENT**

The following people spoke: Alex Frenette and Tom Schrader.

**4. CONSENT CALENDAR**

**4.A** [21-1184](#) Approval of November 23, 2021 City Council Meeting Minutes

**The minutes were adopted.**

**4.B** [21-1094](#) Approval of a Resolution Authorizing an Increase in City Staffing by One Full-Time Equivalent for a Master Mechanic for the Fire Department

**The resolution was adopted.**

**4.C** [21-1146](#) Approval of a Resolution Granting Special Tax Valuation for the Olympia Heritage Site at 204 4th Avenue West

**The resolution was adopted.**

- 4.D [21-1153](#) Approval of a Resolution Granting Special Tax Valuation for the Olympia Heritage Site at 317 4th Ave East

**The resolution was adopted.**

- 4.E [21-1159](#) Approval of a Resolution Adopting the 2023-2028 Transportation Improvement Program

**The resolution was adopted.**

- 4.F [21-1166](#) Approval of a Resolution Authorizing an Interlocal Agreement with Lewis County for Use of Jail Facilities and Services

**The resolution was adopted.**

#### **4. SECOND READINGS (Ordinances) - NONE**

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

- 4.G [21-1164](#) Approval of an Ordinance Adopting the 2022 Operating, Special Funds, Capital Budget, and Capital Facilities Plan: 2022-2027 Financial Plan

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

- 4.H [21-1167](#) Approval of an Ordinance Amending Ordinance 7294 (Fourth Quarter 2021 Budget Amendment)

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

- 4.I [21-1162](#) Approval of an Ordinance Revising Fees for Engineering, Building and Land Use Permits, and Plan Review

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

- 4.J [21-1157](#) Approval of an Ordinance Amending Olympia Municipal Code Sections 15.16.030 and 15.16.040 Relating to Impact Fees

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

- 4.K [21-1165](#) Approval of an Ordinance Correcting the Historical Record Relating to Utility Services Tax Rates

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

- 4.L [21-1176](#) Approval of an Ordinance Relating to Utility Fees and Charges and Amending Sections 4.24.010, 13.16.010 and 13.16.090 of the Olympia Municipal Code

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

**Approval of the Consent Agenda**

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

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

**5. PUBLIC HEARING - NONE**

**6. OTHER BUSINESS**

**6.A** [21-1183](#) Puget Sound Energy Storm Preparedness Briefing

Puget Sound Energy Local Government Affairs and Policy Representative Brandon Capps provided a briefing on the upcoming storm season, including safety and preparedness resources; power restoration and proactively responding to outages in the area.

Councilmembers asked clarifying questions.

**The information was received.**

**6.B** [21-1161](#) Approval of a Resolution Approving the Name “Rebecca Howard Park” for the Municipal Park Located at 911 Adams Street

Parks, Arts and Recreation Director Paul Simmons gave an overview of the property at 911 Adams Street that has been dedicated as a future Olympia park. He discussed the purpose of the park and the goal to celebrate, honor and recognize Olympia's African-American and Black community members. The park will provide a safe place for peace and healing, fostering a sense of belonging and inclusion, as well as a place to promote equity, respect and learning.

Mr. Simmons discussed Rebecca Howard, an African American woman who settled in Olympia in the mid-nineteenth century and was a successful business woman and beloved community member at that time. He also shared the history of Howard Point.

Mr. Simmons introduced Founder of Women of Color in Leadership Shawna Hawk who suggested to the City that the park be named Rebecca Howard Park in honor of Ms. Howard's legacy in Olympia. Ms. Hawk shared the significance of, and her passion around, the naming of the park after Rebecca Howard.

Mr. Simmons discussed the timeline leading up to the evening's decision and noted that a public planning and design process for the park will begin in 2022.

Councilmembers asked clarifying questions.

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

**approve a resolution approving the name "Rebecca Howard Park" for the municipal park located at 911 Adams Street. The motion carried by the following vote:**

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

**6.C**     [21-1177](#)     Approval of a Resolution Authorizing an Agreement with Workday, Inc. for Software and Training Services

Performance Management Specialist Danelle MacEwen covered items 6.C, 6.D and 6.E. She gave an overview of the Finance, Human Resources and Payroll Information Systems replacement projects, referred to as Finally Rid of Green Screen (FROGS) project.

Ms. MacEwen noted the City's current system from the 1980's is outdated, and from an era where data extraction and analysis was difficult; there are many side systems being used and it is difficult to use and train on. She also stated there is currently no data solution for Human Resources information.

Ms. MacEwen highlighted a project timeline with implementation beginning in January 2022. She shared information on the process for vendor selection and chosen vendors Workday, Can/Am, and Collaborative Solutions. She discussed project roles, responsibilities and resourcing. She indicated the project budget and ongoing costs as well as the implementation schedule.

Councilmembers asked clarifying questions.

**Councilmember Parshley moved, seconded by Councilmember Madrone, to approve a resolution authorizing the City Manager to enter into a Master Subscription Agreement and work orders between the City of Olympia and Workday, Inc. for software and training services in the amount of \$4,197,219. The motion carried by the following vote:**

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

**6.D**     [21-1178](#)     Approval of a Resolution Authorizing an Agreement with Can/Am Technologies to Implement Teller Software

**Councilmember Parshley moved, seconded by Councilmember Cooper, to approve the resolution authorizing the City Manager to enter into a service agreement and statement of work between the City of Olympia and Can/Am Technologies to implement teller software in the amount of \$419,768. The motion carried by the following vote:**

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

- 6.E**     [21-1189](#)     Approval of a Resolution Authorizing an Agreement and Approving the Statement of Work with Cognizant Worldwide, Limited and Collaborative Solutions, LLC for Software Implementation Services

**Councilmember Parshley moved, seconded by Councilmember Cooper, to approve a resolution authorizing the City Manager to enter into a Master Services Agreement between the City of Olympia and Cognizant Worldwide, Limited, and approve the statement of work between the City of Olympia and Collaborative Solutions, LLC, the U.S. affiliate of Cognizant, for software implementation services in the amount of \$1,963,898. The motion carried by the following vote:**

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

**7. CONTINUED PUBLIC COMMENT - None**

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

Councilmembers reported on meetings and events attended.

**9. CITY MANAGER'S REPORT AND REFERRALS - None**

**10. ADJOURNMENT**

The meeting adjourned at 9:18 p.m.