



Meeting Agenda

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Tuesday, June 19, 2018

7:00 PM

Council Chambers

1. ROLL CALL

1.A ANNOUNCEMENTS

1.B APPROVAL OF AGENDA

2. SPECIAL RECOGNITION

2.A [18-0592](#) Special Recognition - Olympia Farmers Market Fresh Bucks Program

2.B [18-0593](#) Special Recognition - Councilmember Lisa Parshley's and Administrative Services Director Debbie Sullivan's Participation in 2018 Fire Ops Program

3. PUBLIC COMMUNICATION

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

During this portion of the meeting, citizens 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 three areas: (1) on agenda items for which the City Council either held a Public Hearing in the last 45 days, or will hold a Public Hearing within 45 days, or (2) where the public testimony may implicate a matter on which the City Council will be required to act in a quasi-judicial capacity, or (3) where the speaker promotes or opposes a candidate for public office or a ballot measure.

Individual comments are limited to three (3) 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 COMMUNICATION (Optional)

4. CONSENT CALENDAR

(Items of a Routine Nature)

4.A [18-0600](#) Approval of June 12, 2018 City Council Meeting Minutes

Attachments: [Minutes](#)

4. SECOND READINGS (Ordinances)

- 4.B** [18-0549](#) Approval of an Ordinance Amending Ordinance 7136 (Capital Budget)
Attachments: [Ordinance](#)
- 4.C** [18-0547](#) Approval of an Ordinance Amending Ordinance 7137 (Special Funds)
Attachments: [Ordinance](#)
- 4.D** [18-0548](#) Approval of an Ordinance Amending Ordinance 7138 (Operating Budget)
Attachments: [Ordinance](#)

4. FIRST READINGS (Ordinances) - None**5. PUBLIC HEARING - None****6. OTHER BUSINESS**

- 6.A** [18-0596](#) Approval of a Resolution Authorizing an Interlocal Agreement with Thurston County for HOME Consortium
Attachments: [Resolution](#)
 [Agreement](#)
 [Renewal Notice](#)

7. CONTINUED PUBLIC COMMUNICATION

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

8. REPORTS AND REFERRALS**8.A COUNCIL INTERGOVERNMENTAL/COMMITTEE REPORTS AND REFERRALS****8.B CITY MANAGER'S REPORT AND REFERRALS****9. CLOSED SESSION**

- 9.A** [18-0590](#) Closed Session Pursuant to RCW 42.30.140 (4)(b) - Labor Negotiations

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 Council's Executive Assistant at 360.753.8244 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 - Olympia Farmers Market Fresh Bucks Program

Agenda Date: 6/19/2018
Agenda Item Number: 2.A
File Number: 18-0592

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

Title

Special Recognition - Olympia Farmers Market Fresh Bucks Program

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to recognize the Olympia Farmers Market Fresh Bucks Program.

Report

Issue:

Whether to recognize the Olympia Farmers Market Fresh Bucks Program.

Staff Contact:

Susan Grisham, Executive Assistant, 360.753.8244

Presenter(s):

Mary DiMatteo, Community Outreach Manager, Olympia Farmer's Market.

Background and Analysis:

On April 7, 2018, in partnership with the Washington State Department of Health, the Olympia Farmers Market instituted the Fresh Bucks Program. The Fresh Bucks Program provides a dollar for dollar match of EBT dollars spent at the Olympia Farmers Market, up to \$10 per day. Fresh Bucks, can only be spent with local farmers for the purchasing of fruit, vegetables, herbs, mushrooms and garden starts. The Fresh Bucks funding comes as a result of the United States Department of Agriculture's Food Insecurity Nutrition Incentive Program.

Neighborhood/Community Interests (if known):

N/A

Options:

1. Recognize the Olympia Farmers Market Fresh Bucks Program
2. Do not recognize the Olympia Farmers Market Fresh Bucks Program

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

3. Recognize the Olympia Farmers Market Fresh Bucks Program on a different date

Financial Impact:

N/A

Attachments:

None



City Council

Special Recognition - Councilmember Lisa Parshley's and Administrative Services Director Debbie Sullivan's Participation in 2018 Fire Ops Program

Agenda Date: 6/19/2018
Agenda Item Number: 2.B
File Number: 18-0593

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

Title

Special Recognition - Councilmember Lisa Parshley's and Administrative Services Director Debbie Sullivan's Participation in 2018 Fire Ops Program

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Whether to recognize Councilmember Lisa Parshley's and Administrative Services Director Debbie Sullivan's participation in the 2018 Fire Ops Program

Report

Issue:

Recognize Councilmember Lisa Parshley's and Administrative Services Director Debbie Sullivan's experience in the 2018 Fire Ops Program.

Staff Contact:

Greg Wright, Deputy Fire Chief, 360.753.8466

Presenter(s):

Greg Wright, Deputy Fire Chief

Larry Smith, President, IAFF Local 468

Background and Analysis:

Councilmember Lisa Parshley and Administrative Services Director Debbie Sullivan accompanied members of Olympia's Firefighter Union, IAFF Local 468, to Richland Washington for Fire Ops. Fire Ops gives elected officials and senior city leaders a chance to do what firefighters do, in full gear in very realistic simulations. The goal of Fire Ops is to foster better understanding of the difficult job firefighters perform and to provide time for conversation and idea sharing regarding the mission of the fire department and the city. A majority of the current City Council and both the City Manager and

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

Assistant City Manager have attended this valuable training in the past. Councilmember Parshley and Administrative Services Director Debbie Sullivan are the most recent to do so; this special recognition shows in picture and with words their participation in this valuable activity.

Neighborhood/Community Interests (if known):

N/A

Options:

N/A

Financial Impact:

N/A

Attachments:

None



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

City Council

Approval of June 12, 2018 City Council Meeting Minutes

Agenda Date: 6/19/2018
Agenda Item Number: 4.A
File Number: 18-0600

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

Title

Approval of June 12, 2018 City Council Meeting Minutes



Meeting Minutes - Draft

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Tuesday, June 12, 2018

7:00 PM

Council Chambers

1. ROLL CALL

Present: 6 - Mayor Cheryl Selby, Mayor Pro Tem Nathaniel Jones, Councilmember Jessica Bateman, Councilmember Jim Cooper, Councilmember Lisa Parshley and Councilmember Renata Rollins

Excused: 1 - Councilmember Clark Gilman

1.A ANNOUNCEMENTS

1.B APPROVAL OF AGENDA

The agenda was approved.

2. SPECIAL RECOGNITION - None

3. PUBLIC COMMUNICATION

The following people spoke: Jeffrey Trinin, Justin McIntire, Brad Thompson, Tom Anderson, Mary Corso, Jim Reeves, Doug Eklund, Ryan DiCrezenzo, Georgia LaRocque and Shauna Stewart.

COUNCIL RESPONSE TO PUBLIC COMMUNICATION (Optional)

4. CONSENT CALENDAR

4.A [18-0581](#) Approval of June 5, 2018 Study Session Meeting Minutes

The minutes were approved.

4.B [18-0582](#) Approval of June 5, 2018 City Council Meeting Minutes

The minutes were approved.

4.C [18-0573](#) Approval of the Appointment of Chris Leicht to the Capital Area Regional Public Facilities Board

The decision was approved.

4.D [18-0521](#) Approval of a Resolution Authorizing an Interlocal Agreement with the Washington State Department of Enterprise Services for Fire Protection

The resolution was approved.

- 4.E** [18-0556](#) Approval of a Resolution Authorizing an Interlocal Agreement with the Washington State Consolidated Technical Services (WaTech) for Fire Protection

The resolution was approved.

- 4.F** [18-0575](#) Approval of a Resolution Authorizing the Purchase of Real Estate Owned by Marlene Robinson

The resolution was approved.

4. SECOND READINGS (Ordinances) - None

4. FIRST READINGS (Ordinances)

- 4.G** [18-0549](#) Approval of an Ordinance Amending Ordinance 7136 (Capital Budget)

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

- 4.H** [18-0547](#) Approval of an Ordinance Amending Ordinance 7137 (Special Funds)

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

- 4.I** [18-0548](#) Approval of an Ordinance Amending Ordinance 7138 (Operating Budget)

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

Approval of the Consent Agenda

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

Aye: 6 - Mayor Selby, Mayor Pro Tem Jones, Councilmember Bateman, Councilmember Cooper, Councilmember Parshley and Councilmember Rollins

Excused: 1 - Councilmember Gilman

5. PUBLIC HEARING

- 5.A** [18-0577](#) Public Hearing on the Draft Community Development Block Grant (CDBG) Five-Year Consolidated Plan

Community Services Programs Manager Anna Schlecht gave an overview of the draft Community Development Block Grant (CDBG) Five Year Consolidated Plan.

Mayor Selby opened the hearing at 7:55 p.m. No one spoke. The hearing closed at 7:56

p.m.

The public hearing was held and closed.

5.B [18-0578](#) Public Hearing on the Draft 2018 Community Development Block Grant (CDBG) Annual Action Plan

Ms. Schlecht gave an overview of the draft CDBG Program Year 2018 Annual Action Plan.

Mayor Selby opened the hearing at 8:10 p.m. The following people spoke: Natalie Scoverin, Trish Gregory, Michael Cade, Celia Nightingale, Aslan Meade, Lisa Smith, Christine Malleck, Sophie Landis. Mayor Selby closed public comment at 8:36 p.m.

Councilmember Bateman asked to consider changing the amount of funds allocated to the Family Support Center to add the additional \$100,000 requested, making the total allocation \$400,000.

Councilmember Cooper noted he will work with City Manager Steve Hall to find the additional \$20,000 for Enterprise for Equity, making the total allocation \$40,000.

Councilmembers support this approach.

The public hearing was held and closed.

6. OTHER BUSINESS - None

7. CONTINUED PUBLIC COMMUNICATION

8. REPORTS AND REFERRALS

8.A COUNCIL INTERGOVERNMENTAL/COMMITTEE REPORTS AND REFERRALS

Councilmembers reported on meetings and events attended.

8.B CITY MANAGER'S REPORT AND REFERRALS

Mr. Hall discussed the success of the Pride Parade over the weekend. He also noted on June 22 this year's Plinth Project will kick off.

9. ADJOURNMENT

The meeting adjourned at 8:47 p.m.



City Council

Approval of an Ordinance Amending Ordinance 7136 (Capital Budget)

Agenda Date: 6/19/2018
Agenda Item Number: 4.B
File Number: 18-0549

Type: ordinance **Version:** 1 **Status:** 2d Reading-Consent

Title

Approval of an Ordinance Amending Ordinance 7136 (Capital Budget)

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve the Ordinance that amends Ordinance 7136 on second reading.

Report

Issue:

Whether to amend Ordinance 7136 on second reading.

Staff Contact:

Bill Sampson, Accounting Services Manager, Administrative Services Department, 360.753.8473

Presenter(s):

Bill Sampson, Accounting Services Manager

Background and Analysis:

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

City Council may revise the City's operating and capital budgets by approving an ordinance. Generally, budget amendments are presented quarterly to Council for their review and approval but may be made at any time during the year. The amended ordinances appropriate funds and provide authorization to expend the funds. The attached ordinance reflects an ordinance that has been adopted relating to the budget since the last quarterly update.

A separate ordinance was passed since the adoption of ordinance 7136 relating to the Capital Budget and was previously presented to the Council.

- 1) Ordinance 7140 passed on May 22, 2018 appropriating a total of \$500,000 for parks acquisition. Source of the funding is from a transfer of 2017 year end funds from the General

Fund.

The attached ordinance reflects ordinances that have been adopted relating to the budget since the last quarterly update, and other proposed changes to the budget.

Budget Items not previously presented to the Council:

- 1) Correction to the Capital Budget in the Capital Improvement Fund and Impact Fee Fund to adjust funding for the Morse-Merryman Roundabout.

Neighborhood/Community Interests (if known):

None known

Options:

- 1) Approve an ordinance amending ordinance 7136. This allows staff to acquire Parks land, and it corrects the 2018 budget.
- 2) Do not approve the amending ordinance. This would stop the acquisition of Parks land, and will cause the capital budget to be misstated.

Financial Impact:

Total increase in appropriations is \$500,000. The sources of funding for the total appropriation are available.

Attachments:

Ordinance

Ordinance No.

AN ORDINANCE RELATING TO THE ADOPTION OF THE CITY OF OLYMPIA'S CAPITAL FACILITIES PLAN FOR THE YEARS 2018-2023 AND AMENDING ORDINANCE NO. 7136.

WHEREAS, the Olympia City Council adopted the Capital Facilities Plan for years 2018 through 2023 by passing Ordinance No. 7119 on December 19, 2017; and

WHEREAS, the CFP meets the requirements of the Washington State Growth Management Act, including RCW 36.70A.070(3); and

WHEREAS, the Olympia City Council amended Ordinance No. 7119 by passage of Ordinance No. 7136 on April 17, 2018; and

WHEREAS, the following amendments need to be made to Ordinance No. 7136;

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

Section 1. That certain document entitled the "Capital Facilities Plan," covering the years 2018 through 2023, a copy of which will be on file with the Office of the Director of Administrative Services and available on the City's web site, is hereby adopted as the Capital Facilities Plan for the City of Olympia and is incorporated herein as though fully set forth.

Section 2. Upon appropriation by the City Council of funds therefor, the City Manager shall be authorized to prepare plans and specifications, to take bids, and to make expenditures for the projects set forth in the CFP during the year for which said projects are scheduled; provided, however, that any award of bids and execution of contracts for construction shall be approved as provided in OMC Chapter 3.16.

Section 3. It is anticipated that the funding source and the construction schedule for projects identified in the CFP may be changed over the next year. Such changes shall not constitute an amendment to the Comprehensive Plan for purposes of RCW 36.70A.130.

Section 4. The Director of Administrative Services is hereby authorized to bring forward into fiscal year 2017 all appropriations and allocations not otherwise closed, completed, or deleted from prior fiscal years' capital budgets.

Section 5. The following appropriations are hereby made:

FUND	APPROP. FUND BALANCE	ESTIMATED REVENUE	APPROP.	ADDITIONS TO FUND BALANCE
Impact Fee Fund	\$4,045,966	-	\$4,045,966 \$1,399,813	\$- \$2,646,153
SEPA Mitigation Fee Fund	23,800	-	23,800	-
Parks & Recreational Sidewalk, Utility Tax Fund	-	2,900,000	2,900,000	-
Real Estate Excise Tax Fund	-	1,200,000	1,200,000	-

FUND	APPROP. FUND BALANCE	ESTIMATED REVENUE	APPROP.	ADDITIONS TO FUND BALANCE
Capital Improvement Fund	-	16,769,884 14,123,731	14,123,731	2,646,153 -
Water CIP Fund	485,000	5,066,000	5,551,000	-
Sewer CIP Fund	1,215,699	741,301	1,957,000	-
Storm Water CIP Fund		2,450,726	2,450,726	-
Storm Drainage Mitigation Fund	-	-	-	-
TOTALS	\$5,770,465	\$29,127,911 \$26,481,758	\$32,252,223 \$29,606,070	\$2,646,153

Section 6. Corrections. The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance, including the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 7. Severability. The provisions of this Ordinance are declared separate and severable. If any provision of this Ordinance or its application to any person or circumstances is held invalid, the remainder of this Ordinance or application of the provision to other persons or circumstances shall be unaffected.

Section 8. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

Section 9. Effective Date. This Ordinance shall take effect five (5) days after publication, as provided by law.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



CITY ATTORNEY (SEA)

PASSED:

APPROVED:

PUBLISHED:



City Council

Approval of an Ordinance Amending Ordinance 7137 (Special Funds)

Agenda Date: 6/19/2018
Agenda Item Number: 4.C
File Number: 18-0547

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

Title

Approval of an Ordinance Amending Ordinance 7137 (Special Funds)

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve the ordinance that amends Ordinance 7137 on second reading.

Report

Issue:

Whether to amend Ordinance 7137 on second reading.

Staff Contact:

Bill Sampson, Accounting Services Manager, Administrative Services Department, 360.753.8473

Presenter(s):

Bill Sampson, Accounting Services Manager

Background and Analysis:

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

City Council may revise the City's operating and capital budgets by approving an ordinance. Generally, budget amendments are presented quarterly to Council for their review and approval but may be made at any time during the year. The amended ordinances appropriate funds and provide authorization to expend the funds.

Budget Items being presented to the Council:

1. Appropriation of \$10,000 for Tree Removal and Sidewalk Replacement. Funding is coming from a WCIA grant to the Risk Management Fund.
2. Appropriation of \$10,257 for debt service payment for 2010 Hands on Children's Museum to

match actual debt service payments. Funding from Fund balance.

3. Appropriation of \$7,344 for new pressure washer for the PBIA.

Neighborhood/Community Interests (if known):

None known.

Options:

- 1) Approve ordinance that amends ordinance 7137.
- 2) Do not approve the proposed ordinance. This will leave a shortfall in resources available to make debt service payments, not allow much needed tree removal and sidewalk replacement, and not allow for the purchase of a pressure washer needed by the PBIA to clean sidewalks and water plants.

Financial Impact:

Total increase in appropriations by \$26,257.

Attachments:

Ordinance

Ordinance No. _____

**AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON,
APPROPRIATING FUNDS WITHIN VARIOUS SPECIAL FUNDS AND
AMENDING ORDINANCE NO. 7137**

WHEREAS, the Olympia City Council passed Ordinance No. 7120 on December 19, 2017, appropriating funds within various special funds; and

WHEREAS, the Olympia City Council amended Ordinance No. 7120 by passage of Ordinance No. 7137 on April 17, 2018; and

WHEREAS, the following amendments need to be made to Ordinance No. 7137;

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

Section 1. The following appropriations are hereby made:

FUND	APPROP. FUND BALANCE	ESTIMATED REVENUE	APPROP.	ADDITIONS TO FUND BALANCE
HUD Fund	\$40,900	\$484,441	\$314,940	\$210,401
Lodging Tax Fund	-	800,000	773,527	26,473
Parking Business Improvement Area Fund	- <u>7,344</u>	115,000	110,000 <u>117,344</u>	5,000
Hands On Children's Museum	- <u>10,257</u>	500,000	439,998 <u>450,255</u>	60,002
Fire Equipment Replacement Fund	60,016	530,000	590,016	-
Equipment Rental Replacement Reserve Fund	-	1,768,077	1,302,000	466,077
Unemployment Compensation Fund	-	93,900	68,200	25,700
Insurance Trust Fund	-	1,841,070 <u>1,851,070</u>	1,837,066 <u>1,847,066</u>	4,004
Workers Compensation Fund	59,000	1,546,000	1,605,000	-
Washington Center Endowment Fund	-	-	-	-
TOTALS	\$159,916 <u>\$177,517</u>	\$7,678,488 <u>\$7,688,488</u>	\$7,040,747 <u>\$7,068,348</u>	\$797,657 <u>\$797,657</u>

Section 2. Corrections. The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance, including the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 3. Severability. The provisions of this Ordinance are declared separate and severable. If any provision of this Ordinance or its application to any person or circumstances is held invalid, the remainder of this Ordinance or application of the provision to other persons or circumstances, shall be unaffected.

Section 4. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.


Section 5. Effective Date. This Ordinance shall take effect five (5) days after publication, as provided by law.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



CITY ATTORNEY (SCA)

PASSED:

APPROVED:

PUBLISHED:



City Council

Approval of an Ordinance Amending Ordinance 7138 (Operating Budget)

Agenda Date: 6/19/2018
Agenda Item Number: 4.D
File Number: 18-0548

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

Title

Approval of an Ordinance Amending Ordinance 7138 (Operating Budget)

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve the ordinance that amends Ordinance 7138 on second reading.

Report

Issue:

Whether to amend Ordinance 7138 on second reading

Staff Contact:

Bill Sampson, Accounting Services Manager, Administrative Services Department, 360.753.8473

Presenter(s):

Bill Sampson, Accounting Services Manager

Background and Analysis:

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

City Council may revise the City's operating and capital budgets by approving an ordinance. Generally, budget amendments are presented quarterly to Council for their review and approval but may be made at any time during the year. The amended ordinances appropriate funds and provide authorization to expend the funds. The attached ordinance reflects ordinance(s) that have been adopted relating to the budget since the last quarterly update, and other proposed changes to the budget. Separate ordinances were passed since the adoption of ordinance 7138 relating to the Operating Budget.

Ordinances previously presented to the Council

- 1) Appropriation of \$284,320 for stage rigging for the Washington Center for the Performing Arts

- 2) Appropriation of 2017 year end funds totaling \$991,990 for various purposes

Budget Items not previously presented to the Council:

- 1) Approval of 1.0 FTE in Public Works Facilities by removing a vacant existing .5 FTE and using savings from unused janitorial contract to fund a Maintenance Worker I to perform janitorial services at the Maintenance Center.
- 2) Appropriation of \$183,024 for various programs within the Special Accounts Revolving Fund. These include \$1,000 for Parks Scholarship Fund, \$10,000 for Shared Leave, \$14,000 for the Urban Forestry program, \$24 for the Firing Range and \$158,000 for the Information Services Technology program.
- 3) Appropriation of \$24,200 additional funds for Parks, Arts and Recreation recognizing the 11% of budgeted Admissions Tax that was previously not part of the budget.
- 4) Appropriation of \$26,110 for vehicle replacement. Funding coming from Washington Cities Insurance Authority payment for totaled vehicle.
- 5) Appropriation of \$65,284 to fund full time Fleet Business Administrator and Fire Department Inventory Control Specialist. Funding coming from salary savings in the Equipment Rental Fund, increased charges to Public Works Fleet and increased revenue from services to external Fire Fleet customers.

Neighborhood/Community Interests (if known):

None known.

Options:

- 1) Approve ordinance amending ordinance 7138.
- 2) Do not approve the amending ordinance. The budget items presented to the council would not be authorized. If not passed, the Shared Leave account will be in jeopardy of not being able to satisfy the important need to supplement employees earnings who have run out of paid leave, the replacement of old technology will not be possible, the Interlocal Agreement to fund Parks with 11% of the "Big 5" taxes would be violated, a police department vehicle will not be replaced and scholarship money for recreation programs and classes would not be available.

Financial Impact:

Total increase in appropriations by \$1,509,644. Funding for these appropriations noted above.

Attachments:

Ordinance

Ordinance No. _____

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, RELATING TO BUDGETS, FINANCE, AND SALARIES, AND AMENDING ORDINANCE NO. 7138

WHEREAS, the Olympia City Council passed Ordinance No. 7118 on December 19, 2017, relating to budgets, finance, and salaries; and

WHEREAS, throughout the year, updates are required to recognize changes relating to budgets, finance, and salaries; and

WHEREAS, the Olympia City Council amended Ordinance No. 7118 by passage of Ordinance No. 7138 on April 17, 2018; and

WHEREAS, the following amendments need to be made to Ordinance No. 7138;

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

Section 1. 2018 Budget. The budget for the calendar year 2018 is hereby adopted in the amounts and for the purposes as shown below; and the following sums, or so much thereof as shall severally be found necessary, are hereby appropriated out of any of the monies in the several funds in the City Treasury hereinafter named.

FUND	APPROP. FUND BALANCE	ESTIMATED REVENUE	APPROP.	ADDITIONS TO FUND BALANCE
General, Regular Operations	\$212,571 <u>\$1,228,761</u>	\$78,508,315 <u>\$78,573,599</u>	\$78,720,886 <u>\$79,802,360</u>	\$-
General, Special Sub-Funds				
Special Accounts	75,860 <u>257,884</u>	908,813 909,813	984,673 <u>1,167,697</u>	-
Development Fee Revenue	9,591	3,756,900	3,766,491	-
Parking	7,624	1,560,200	1,304,315	263,509
Post Employment Benefits	399,000	1,133,000	1,532,000	-
Washington Center Endowment	- <u>284,320</u>	11,500	<u>11,500</u> <u>295,820</u>	-
Washington Center Ops	5,000	455,976	460,976	-
Municipal Arts	-	55,800	55,800	-
Equip & Facilities Reserve	-	1,515,163	1,153,065	362,098
Total General Fund	709,646 <u>\$2,192,180</u>	87,905,667 <u>\$87,971,951</u>	87,989,706 <u>\$89,538,524</u>	\$625,607

4 th /5 th Avenue Corridor Bridge Loan	3	548,035	548,038	-
UTGO Bond Fund – 2009 Fire	-	1,195,930	1,191,156	4,774
City Hall Debt Fund – 2009	2,272	2,416,446	2,418,718	-
2010 LTGO Bond – Street Projects	-	435,617	435,613	4
L.O.C.A.L. Debt Fund – 2010	-	178,282	178,281	1
2010B LTGO Bonds - HOCM	10,290	425,098	435,388	-
2013 LTGO Bond Fund	-	675,275	675,275	-
2016 LTGO Parks BAN	-	125,000	125,000	-
Water Utility O&M	110,129	13,983,920	14,094,049	-
Sewer Utility O&M	13,114	20,254,540	20,267,654	-
Solid Waste Utility	-	12,159,668	12,108,571	51,097
Stormwater Utility	52,699	5,396,612	5,449,311	-
Water/Sewer Bonds	-	2,041,982	2,032,448	9,534
Stormwater Debt Fund	1	123,648	123,649	-
Equipment Rental	-	2,371,022	2,359,540	-
		2,397,132	2,385,650	11,482
TOTALS		<u>\$898,154</u>	<u>\$150,236,742</u>	<u>\$150,432,397</u>
		<u>\$2,380,688</u>	<u>\$150,329,136</u>	<u>\$152,007,325</u>
				<u>\$702,499</u>

Section 2. Corrections. The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance, including the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 2. Administration. The City Manager shall administer the budget, and in doing so may authorize adjustments within the funds set forth in Section 1 above, to the extent that such adjustments are consistent with the budget approved in Section 1.

Section 3. Salaries and Compensation. The salaries and compensation for the City of Olympia employees for the calendar year 2018 shall be as set forth in the "Supplementary Information" section of the 2018 Adopted Operating Budget document, or as the same may be amended by the City Manager as part of his administration of the budget pursuant to Section 2 above.

Section 4. Benefit Cost Sharing. The City Manager is authorized to modify and establish benefit cost sharing for City employees; and such programs may be based, in part, on an employee's start date with the City.

Section 5. Severability. The provisions of this Ordinance are declared separate and severable. If any provision of this Ordinance or its application to any person or circumstances is held invalid, the remainder of this Ordinance or application of the provision to other persons or circumstances shall be unaffected.

Section 6. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

Section 7. Effective Date. This Ordinance shall take effect five (5) days after publication, as provided by law.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



CITY ATTORNEY

(DCA)

PASSED:

APPROVED:

PUBLISHED:



City Council

Approval of a Resolution Authorizing an Interlocal Agreement with Thurston County for HOME Consortium

Agenda Date: 6/19/2018
Agenda Item Number: 6.A
File Number: 18-0596

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

Title

Approval of a Resolution Authorizing an Interlocal Agreement with Thurston County for HOME Consortium

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve resolution approving the Interlocal Cooperative Agreement with Thurston County to remain in the HOME Consortium for the next three-year period of 2019, 2020 and 2021.

Report

Issue:

Whether the City of Olympia should approve an Interlocal Agreement to remain in the HOME Consortium for the next three-year period of 2019, 2020, and 2021.

Staff Contact:

M. Anna Schlecht, Housing Program Manager, Community Planning and Development,
360.753.8183

Presenter(s):

M. Anna Schlecht, Housing Program Manager, Community Planning and Development

Background and Analysis:

The City received a letter dated May 30, 2018, from Thurston County regarding the City's membership in the HOME Consortium, also known as the HOME Investment Partnership Program, and our options to either remain in or opt out of the the federally-funded program. Thurston County has requested a formal response by June 22 in order to meet the federal Housing and Urban Development (HUD) submission deadline of July 1, 2018.

The City of Olympia was a charter member in developing the original HOME Consortium, the original inter-jurisdictional body founded via interlocal agreement dated June 30, 2002. Since that time, this

body has been redefined as the HOME Investment Partnership Program that governs only the Thurston County HOME Program funds. Thurston County was notified by HUD that they will have \$797,000 in HOME Program funds for Program Year 2018 (9/1/18 - 8/31/19). It is difficult to estimate what funding levels will be in coming years given recent fluctuations in federal funding allocations to HUD Programs.

Please note: This inter-jurisdictional partnership only governs the federal HOME Program. The County Commission retains the governance of the state Affordable Housing Program and the Homeless Housing Program funded by state recording fee dollars.

Neighborhood/Community Interests (if known):

HOME Investment Partnership Program funding and policies provide significant monies for housing, shelter, and social service programs that benefit low and moderate income people.

Options:

1. Approve the resolution approving the Interlocal Agreement with Thurston County to remain in the HOME Investment Partnership Program and direct staff to submit to the County on or before June 22, 2018.
2. Do not approve the resolution approving the Interlocal Agreement and risk the loss of HOME entitlement funds for projects that benefit our entire region.

Financial Impact:

By remaining in the HOME Investment Partnership Program, the City will retain a vote regarding recommendations on allocations of a yearly average of \$800,000 in federal funding that benefits low and moderate-income residents of Olympia.

Attachments:

Resolution

Agreement

Renewal Notice

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON, APPROVING AN INTERLOCAL COOPERATION AGREEMENT BETWEEN THE CITY OF OLYMPIA (CITY) AND THURSTON COUNTY – URBAN COUNTY (COUNTY) TO FORM A HOME CONSORTIUM TO PARTICIPATE AND RECEIVE FUNDS UNDER THE NATIONAL AFFORDABLE HOUSING ACT

WHEREAS, the Congress of the United States of America has enacted the National Affordable Housing Act (NAHA), as implemented by HUD, which authorizes units of general local government to form a consortium to obtain funding as a participating Jurisdiction under the HOME program; and

WHEREAS, the County and the City are not individually eligible to receive a formal allocation in the HOME program; and

WHEREAS, the County and the City have determined that obtaining funding under the HOME program will increase their ability to provide affordable housing for residents with incomes at or below 80% of the area median income; and

WHEREAS, HUD has specified the minimum provisions which must be included within any intergovernmental agreement for the cooperating bodies to qualify as a consortium; and

WHEREAS, NAHA requires that a consortium select one member to act in a representative capacity for all members and to assume overall responsibility for the program; and

WHEREAS, the Consortium is formed for the purpose of receiving Community Development Block Grant entitlement funds as an Urban County that does not include the City of Olympia. The City of Olympia will continue to administer its own independent CDBG program,

NOW, THEREFORE, THE OLYMPIA CITY COUNCIL DOES HEREBY RESOLVE as follows:

1. The Olympia City Council hereby approves the form of Interlocal Cooperation Agreement between the City of Olympia and Thurston County – Urban County to form a HOME consortium and the terms and conditions contained therein.
2. The City Manager is authorized and directed to execute on behalf of the City of Olympia the Interlocal Cooperative Agreement, and any other documents necessary to execute said Agreement, and to make any minor modifications as may be required and are consistent with the intent of the Agreement, or to correct any scrivener's errors.

PASSED BY THE OLYMPIA CITY COUNCIL this _____ day of June 2018.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



DEPUTY CITY ATTORNEY

AMENDED INTERLOCAL COOPERATION
AGREEMENT
BETWEEN THURSTON COUNTY – URBAN COUNTY AND THE
CITY OF OLYMPIA,
TO FORM A HOME CONSORTIUM TO PARTICIPATE AND RECEIVE FUNDS
UNDER THE NATIONAL AFFORDABLE HOUSING ACT

PROGRAM YEARS 2019 - 2021

This agreement is entered into between Thurston County as the qualified Urban County comprised of: City of Lacey, City of Tumwater, City of Yelm, City of Rainier, City of Tenino and the Town of Bucoda, (hereinafter the "County"), a political subdivision of the State of Washington, and the City of Olympia, (hereinafter the "City"), municipal corporations within Thurston County, for the purpose of forming a Consortium to receive and administer federal funds under the HOME Investments Partnership (HOME) Program. This agreement will become effective upon adoption by the parties and approval by the U.S. Department of Housing and Urban Development (HUD), and will continue until terminated as provided herein.

WHEREAS, the Congress of the United States of America has enacted the National Affordable Housing Act (NAHA), 42 U.S.C. Sec. 12721, as implemented by HUD in 24 CFR part 92, which authorizes units of general local government to form a consortium to obtain funding as a participating Jurisdiction under the HOME program; and

WHEREAS, the County and the City are not individually eligible to receive a formal allocation in the HOME program; and

WHEREAS, the County and the Cities have determined that obtaining funding under the HOME program will increase their ability to provide affordable housing for residents with incomes at or below 80% of the area median income; and

WHEREAS, HUD has specified the minimum provisions which must be included within any intergovernmental agreement for the cooperating bodies to qualify as a consortium; and

WHEREAS, NAHA requires that a consortium select one member to act in a representative capacity for all members and to assume overall responsibility for the program; and

WHEREAS, the Consortium is formed for the purpose of receiving Community Development Block Grant entitlement funds as an Urban County that does not include the City of Olympia, the City of Olympia will continue to administer its own independent CDBG program; and

AMENDED INTERLOCAL COOPERATION
AGREEMENT
BETWEEN THURSTON COUNTY – URBAN COUNTY AND THE
CITY OF OLYMPIA,
TO FORM A HOME CONSORTIUM TO PARTICIPATE AND RECEIVE FUNDS
UNDER THE NATIONAL AFFORDABLE HOUSING ACT

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WHEREAS, the County and the City are not individually eligible to receive a formal allocation in the HOME program; and

WHEREAS, the County and the Cities have determined that obtaining funding under the HOME program will increase their ability to provide affordable housing for residents with incomes at or below 80% of the area median income; and

WHEREAS, HUD has specified the minimum provisions which must be included within any intergovernmental agreement for the cooperating bodies to qualify as a consortium; and

WHEREAS, NAHA requires that a consortium select one member to act in a representative capacity for all members and to assume overall responsibility for the program; and

WHEREAS, the Consortium is formed for the purpose of receiving Community Development Block Grant entitlement funds as an Urban County that does not include the City of Olympia, the City of Olympia will continue to administer its own independent CDBG program; and

WHEREAS, HUD has specified that program year for the HOME Interlocal must coincide with the program year of the Urban County, Community Development Block Grant Interlocal for Thurston County which begins September 1st.

NOW THEREFORE, in consideration of the mutual promises made herein and the mutual benefits received hereunder, the parties agree as follows:

SECTION I: DEFINITIONS

- A. "Member" means a unit of local government that is a signatory to this agreement and therefore a member of the consortium for the purpose of carrying out eligible activities under 24 CFR Part 92.
- B. "Representative Member" means the unit of local government designated as the "lead entity" to act in a representative capacity for all members for the purpose of this agreement. The Representative Member will assume overall responsibility for ensuring that the consortium's HOME program is carried out in compliance with the requirements of the HOME program, including requirements concerning the Consolidated Plan, in accordance with HUD regulations 24 CFR Parts 92 and 91, respectively, and the requirements of 24CFR 92.350, and other federal requirements. For purposes of this agreement, Thurston County is designated as the lead entity.

SECTION II: GENERAL PROVISIONS

- A. The Members agree that as geographically contiguous units of general local government, they are eligible to form a consortium for the purposes of HOME funding.
- B. The Members agree to cooperate in undertaking or to assist in undertaking housing assistance activities for the HOME program in compliance with the Consolidated Plan.
- C. The Members agree to undertake the development of a Consolidated Plan for each year covered by this agreement.
- D. The Members agree to jointly pursue and identify match requirements examples including, but not limited to 2060 funds, non CDBG housing rehabilitation funds, Washington State Housing Trust Funds, Health and Human Services Council (HHSC) funds, and other funds as may be appropriate and eligible to be used as matching funds according to 24 CFR Part 22 Section 200, the amendments to NAHA in the Community Development Act of 1992, and HUD Notice CPD 97-03.
- E. The Members agree to take affirmative action to further fair housing in their jurisdictions. Such actions may include planning, education and outreach, and enforcement components.

- F. The Members agree to comply with the requirements of the HOME program in 24 CFR Part 91 and 92, the requirements of 24 CFR 92.350, and other federal requirements.

SECTION III: PROGRAM ADMINISTRATION

- A. The Members agree that Thurston County per section 1. is designated as the Representative Member and will act as the lead entity for the consortium.
- B. The lead entity shall assume overall responsibility for ensuring that the HOME program is carried out in compliance with 24 CFR Part 92. The lead entity may enter into an agreement with a subrecipient to administer and manage the HOME program, and may delegate all tasks and activities, including any tasks, activities and authority listed below, to the extent allowed by HUD and the HOME program regulations.
- C. The lead entity shall manage the entire HOME allocation on behalf of the Consortium, as set forth herein. Specifically, the lead entity will be responsible for the following:
 - 1. Establish a local HOME Investment Trust Fund Account;
 - 2. Receipt, disburse, and account for all HOME program and matching funds;
 - 3. Collect all required reports and data from the Members and submit them to HUD; and
 - 4. Provide staff support for program implementation.
- D. Each Member is responsible for submitting in a timely manner to the lead entity all information necessary for participation in the consortium as defined in 24 CFR 92. This includes all information necessary for the Consolidated Plan, the HOME program description and certifications, and performance reports.
- E. The lead entity and any and all Subrecipient entities agree to make available to each Member upon request all records concerning the activities carried out under this agreement for inspection.
- F. The lead entity is responsible for preparing and submitting the Consolidated Plan to HUD. Development of the Consolidated Plan will require the participation of citizens and organizations as well as input from all the Members. The Members will provide specific information concerning their housing and related activities to the lead entity for inclusion in the Consolidated Plan. The Plan will identify the general activities and priorities to be undertaken with HOME and CDBG entitlement funds. The City shall be responsible for preparing a Consolidated Plan to cover its CDBG program, which plan shall be incorporated into the Consortium's Consolidated Plan.
- G. The lead entity will provide staff support to manage and implement activities of the consortium's HOME program. Specific tasks include, but are not limited to, coordinating the public participation process, developing necessary forms and agreements, drafting program descriptions, RFP's and NOFA's, reviewing and evaluating proposals for

funding, technical assistance to project sponsors, monitoring funded projects, and preparing required reports. As noted in III.B above, these tasks may be carried out by a subrecipient entity.

- H. The lead entity will be entitled to expend up to 10% of the Consortium allocation for eligible planning and administrative costs in accordance with 24 CFR 92.207, including 10% of any program income. Otherwise, each Member will be independently responsible for any administrative costs each incurs that are associated with the development and implementation of the Consolidated Plan and the HOME program.

SECTION IV: TERM OF THIS AGREEMENT

- A. This agreement shall remain in full force and effect from the date of execution and approval by HUD for the period necessary to carry out all activities that will be funded for three program years: 2019, 2020, and 2021. The program year start date is September 1, which will be consistent with the City's CDBG program year.
- B. The Members are required to remain in the Consortium and cannot terminate or withdraw during the entire three-year period.

- C. The agreement shall automatically be renewed for participation in successive three year qualification periods unless a Member provides written notice to the Thurston County Manager that it elects not to participate in a new qualification period. By the date specified in HUD's consortia designation notice, the lead entity will notify each Member in writing of its right not to participate for the successive three-year qualification period. The lead entity will send a copy of the notification to each Member to the HUD Field Office by the date specified in the consortia designation notice.

SECTION V: AMENDMENT

- A. This agreement may be amended by the written consent of a majority of the Members.
- B. The Members agree to amend this agreement as necessary to add new members to the consortium.
- C. Failure by the Members to adopt any amendment to the agreement incorporating changes necessary to meet the requirements for cooperation agreements set forth in a HUD Consortia Qualification Notice applicable to a subsequent three-year qualification period will void the automatic renewal of the consortium agreement.

IN WITNESS THEREOF, the undersigned parties have executed this agreement this _____ day of _____, 2018.

THURSTON COUNTY

CITY OF OLYMPIA

Name: Ramiro Chavez
Title: County Manager

Name: Steve Hall
Title: City Manager

Approved as to Form:
County Prosecuting Attorney

Approved as to Form:
City Attorney

By: _____
Deputy

By: 
City Attorney

RECEIVED

JUN 01 2018

City of Olympia
Executive Department



THURSTON COUNTY
WASHINGTON
SINCE 1852

COUNTY COMMISSIONERS

John Hutchings
District One

Gary Edwards
District Two

Bud Blake
District Three

BOARD OF COUNTY COMMISSIONERS

May 30, 2018

The Honorable Cheryl Selby, Mayor
City of Olympia
PO Box 1967
Olympia, WA 98507-1967

Dear Mayor Selby:


As the lead entity for the HOME Investment Partnership Program, Thurston County is required by HUD (US Department of Housing and Urban Development) to notify each HOME jurisdiction every three (3) years of the option to withdraw their participation as a member of the Consortium (HUD Notice # CPD-13-002). The Interlocal Agreement effective July 7, 2015, included an automatic renewal in the terms of the agreement for every three (3) years).

Please accept this letter as official notification of Olympia's option to "opt out" as a member of the HOME Consortium for the 2019-2021 term. If the City chooses not to participate in the next term, a letter from you indicating the decision to withdraw membership must be received by June 15, 2018.

Thurston County is proposing to continue the partnership and renew a Consortium Agreement for the next three (3) year period. I have attached a draft Consortium Agreement for your consideration. A mutually agreeable Consortium Agreement must be signed and received by **June 22, 2018 in order to meet our deadline to HUD by July 1, 2018.**

If you should have any questions or wish to schedule a meeting to discuss terms prior to the deadline, please contact Gary Aden with our Public Health and Social Services Department. He can be reached at (360) 867-2532 or via email at adeng@co.thurston.wa.us. We look forward to our continued partnership as we work together to increase affordable housing opportunities for our low income residents throughout the county and the City of Olympia. Thank you.

Sincerely,


Bud Blake
Commissioner

cc: Steve Hall, City Manager



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

City Council

Closed Session Pursuant to RCW 42.30.140 (4) (b) - Labor Negotiations

Agenda Date: 6/19/2018
Agenda Item Number: 9.A
File Number: 18-0590

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

Title

Closed Session Pursuant to RCW 42.30.140 (4)(b) - Labor Negotiations