



Meeting Agenda

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Tuesday, October 19, 2021

7:00 PM

Online and Via Phone

Register to attend:

https://us02web.zoom.us/webinar/register/WN_m6FNw7UOR2GMvMWju1bXrA

1. ROLL CALL

1.A ANNOUNCEMENTS

1.B APPROVAL OF AGENDA

2. SPECIAL RECOGNITION - NONE

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 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 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 [21-0990](#) Approval of October 7, 2021 Special City Council Meeting Minutes

Attachments: [Minutes](#)

4.B [21-0998](#) Approval of October 12, 2021 City Council Meeting Minutes

Attachments: [Minutes](#)

- 4.C [21-0999](#) Approval of Bills and Payroll Certification

Attachments: [Bills & Payroll](#)

4. SECOND READINGS (Ordinances)

- 4.D [21-0979](#) Approval of an Ordinance Amending Ordinance 7287 (Operating, Special and Capital Budgets) - Third Quarter 2021

Attachments: [Ordinance](#)

4. FIRST READINGS (Ordinances) - NONE

5. PUBLIC HEARING

- 5.A [21-0993](#) Public Hearing on the Assumption of the Olympia Transportation Benefit District

6. OTHER BUSINESS

- 6.A [21-0941](#) Emergency Preparedness Overview Briefing

Attachments: [Presentation](#)

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. REPORTS AND REFERRALS

8.A COUNCIL INTERGOVERNMENTAL/COMMITTEE REPORTS AND REFERRALS

8.B CITY MANAGER'S REPORT AND REFERRALS

9. EXECUTIVE SESSION

- 9.A [21-1003](#) Executive Session Pursuant to RCW 42.30.110(1)(b); RCW 42.30.110 (1)(c) - Real Estate Matter

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

City Council

Approval of October 7, 2021 Special City Council Meeting Minutes

Agenda Date: 10/19/2021
Agenda Item Number: 4.A
File Number:21-0990

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

Title

Approval of October 7, 2021 Special City Council Meeting Minutes



Meeting Minutes - Draft

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Thursday, October 7, 2021

12:00 PM

In Front of City Hall - 601 4th
Avenue East

Special Joint Meeting with Squaxin Island Tribal Council

1. ROLL CALL

Present: 7 - Mayor Cheryl Selby, Mayor Pro Tem Clark Gilman, Councilmember Jim Cooper, Councilmember Yén Huỳnh, Councilmember Dani Madrone, Councilmember Lisa Parshley and Councilmember Renata Rollins

2. BUSINESS ITEM

- 2.A [21-0965](#) Signing of an Accord between the Squaxin Island Tribe and the City of Olympia

Mayor Selby opened the meeting and welcomed the Squaxin Island Tribal Council. Squaxin Tribal Chairman Kris Peters discussed the significance of signing a new Accord with the City. Several Councilmembers then spoke. Mayor Selby and Chairman Peters read the Accord and each signed a copy. They both raised the Squaxin Island flag over City Hall. They then adjourned into City Hall where both Councils unveiled a land acknowledgement plaque and shared lunch.

The recognition was received.

3. ADJOURNMENT

The meeting adjourned at 12:45 p.m.



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

City Council

Approval of October 12, 2021 City Council Meeting Minutes

Agenda Date: 10/19/2021
Agenda Item Number: 4.B
File Number:21-0998

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

Title

Approval of October 12, 2021 City Council Meeting Minutes



Meeting Minutes - Draft

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Tuesday, October 12, 2021

7:00 PM

Online and Via Phone

Register to Attend:

https://us02web.zoom.us/webinar/register/WN_-uPjBaPDRneik3PZq8RtjA

1. ROLL CALL

Present: 7 - Mayor Cheryl Selby, Mayor Pro Tem Clark Gilman, Councilmember Jim Cooper, Councilmember Yén Huỳnh, Councilmember Dani Madrone, Councilmember Lisa Parshley and Councilmember Renata Rollins

1.A ANNOUNCEMENTS - None

1.B APPROVAL OF AGENDA

The agenda was approved.

2. SPECIAL RECOGNITION - None

3. PUBLIC COMMENT - None

4. CONSENT CALENDAR

4.A [21-0962](#) Approval of September 28, 2021 City Council Meeting Minutes

The minutes were adopted.

4.B [21-0921](#) Approval of a Resolution Authorizing an Increase in City Staffing by One Full-Time Equivalent for a Firefighter/Paramedic

The resolution was adopted.

4.C [21-0923](#) Approval of a Resolution Consenting to Boardwalk Associates' Assignment of its Interest and Obligations in a Right-of-Way Use Agreement and Maintenance Agreement to DKS Boardwalk, LLC, and Consenting to DKS Boardwalk, LLC's Collateral Assignment of the Right-of-Way Use Agreement and Maintenance Agreement to Washington Business Bank

The resolution was adopted.

- 4.D** [21-0954](#) Approval of a Resolution Ratifying Applications for the Washington State Department of Commerce Transit Oriented Development Grant and Housing Action Plan Implementation Grant and Approving Acceptance of the Grants if Awarded

The resolution was adopted.

- 4.E** [21-0961](#) Approval of a Resolution of Intention to Modify the Boundaries of the Parking and Business Improvement Area to Correct a Scrivener's Error, Changing the Number of Advisory Board Members to Eleven, and to Provide for PRIDE Programs and Events

The resolution was adopted.

- 4.F** [21-0970](#) Approval of a Resolution to Not Accept Annual Comprehensive Plan Amendment Applications During the Periodic Update of the Comprehensive Plan

The resolution was adopted.

4. SECOND READINGS (Ordinances)

- 4.G** [21-0926](#) Approval of an Ordinance Amending OMC 13.04.390 Related to Water Meter Rates Outside City Limits

The ordinance was adopted on second reading.

4. FIRST READINGS (Ordinances)

- 4.H** [21-0979](#) Approval of an Ordinance Amending Ordinance 7287 (Operating, Special and Capital Budgets) - Third Quarter 2021

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

Approval of the Consent Agenda

Councilmember Parshley moved, seconded by Councilmember Cooper, 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

- 5.A** [21-0953](#) Public Hearing on the Preliminary Capital Facilities Plan and 2022-2027 Financial Plan

Principal Planner Joyce Phillips gave an overview of the Preliminary Capital Facilities

Plan 2022 - 2027 Financial Plan.

Assistant Olympia School District Superintendent Jennifer Priddy discussed the School District's needs.

Mayor Selby opened the hearing at 7:39 p.m. No one spoke. The hearing was closed at 7:39 p.m. Comment will be taken until October 15 at 5:00 p.m.

Councilmembers asked clarifying questions.

The public hearing was held and closed.

6. OTHER BUSINESS

6.B [21-0981](#) Introduction and Launch of New City of Olympia Website

Strategic Communications Director Kellie Purce Braseth and Digital Engagement Specialist Josh Linn gave an overview of the City's new website.

The information was received.

7. CONTINUED PUBLIC COMMENT - None

8. REPORTS AND REFERRALS - None

8.A COUNCIL INTERGOVERNMENTAL/COMMITTEE REPORTS AND REFERRALS

Councilmembers reported on meetings and events attended.

8.B CITY MANAGER'S REPORT AND REFERRALS - None

9. ADJOURNMENT

The meeting adjourned at 8:30 p.m.



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

City Council

Approval of Bills and Payroll Certification

Agenda Date: 10/19/2021
Agenda Item Number: 4.C
File Number:21-0999

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

Title
Approval of Bills and Payroll Certification

CITY OF OLYMPIA

PAYROLL CERTIFICATION FOR PAY PERIOD END: 8/31/2021

| | | |
|---|----|--------------|
| NET PAY: (SEMI MONTHLY) | \$ | 1,745,345.55 |
| FIRE PENSION PAY: (MONTHLY) | \$ | 28,572.21 |
| MANUAL: | \$ | 1,834.80 |
| TOTAL NET PAY: | \$ | 1,775,752.56 |
| Semi-monthly Payroll Check Numbers: <u>93293</u> to <u>93311</u> | \$ | 56,520.87 |
| Semi-monthly Payroll Direct Deposit: | \$ | 1,688,824.68 |
| Manual Payroll Check Numbers: <u>93291</u> to <u>93291</u> | \$ | 865.36 |
| Manual Payroll Check Numbers: <u>93292</u> to <u>93292</u> | \$ | 969.44 |
| Monthly Fire Pension Check Numbers: <u>93286</u> to <u>93290</u> | \$ | 7,744.37 |
| Monthly Fire Pension Direct Deposit: | \$ | 20,827.84 |
| TOTAL NET PAY: | \$ | 1,775,752.56 |

Patricia Brassfield

Prepared by:

9/10/2021

Date

Debbie Heilman

Reviewed by:

9/13/2021

Date

The Finance Director of the City of Olympia, Washington, hereby certifies that the Payroll gross earnings, benefits and LEOFF I post-retirement insurance benefits for the pay cycle ending: **8/31/2021** have been examined and are approved as recommended for payment.

Debbie L Sullivan

Approved by/Finance Director

9-14-21

Date

CITY OF OLYMPIA

PAYROLL CERTIFICATION FOR PAY PERIOD END: 9/15/2021

| | | | |
|-----------------------------|----|--------------|--------------|
| NET PAY: (SEMI MONTHLY) | | \$ | 1,728,261.42 |
| FIRE PENSION PAY: (MONTHLY) | | | |
| MANUAL: | | | |
| TOTAL NET PAY: | | \$ | 1,728,261.42 |
| Semi-monthly Payroll | | | |
| Check Numbers: <u>93312</u> | to | <u>93325</u> | \$ 22,118.75 |
| Semi-monthly Payroll | | | |
| Direct Deposit: | | \$ | 1,706,142.67 |
| Manual Payroll Check | | | |
| Numbers: _____ | to | _____ | |
| Manual Payroll Check | | | |
| Numbers: _____ | to | _____ | |
| Monthly Fire Pension | | | |
| Check Numbers: _____ | to | _____ | |
| Monthly Fire Pension | | | |
| Direct Deposit: | | | |
| TOTAL NET PAY: | | \$ | 1,728,261.42 |

Patricia Brassfield
Prepared by:

9/15/2021
Date

Debbie Heilman
Reviewed by:

9/15/2021
Date

The Finance Director of the City of Olympia, Washington, hereby certifies that the Payroll gross earnings, benefits and LEOFF I post-retirement insurance benefits for the pay cycle ending: **9/15/2021** have been examined and are approved as recommended for payment.

Debbie L. Gillman
Approved by/Finance Director

9-16-21
Date



City Council

Approval of an Ordinance Amending Ordinance 7287 (Operating, Special and Capital Budgets) - Third Quarter 2021

Agenda Date: 10/19/2021
Agenda Item Number: 4.D
File Number:21-0979

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

Title

Approval of an Ordinance Amending Ordinance 7287 (Operating, Special and Capital Budgets) -
Third Quarter 2021

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve the proposed Ordinance that amends Ordinance 7287 on second reading.

Report

Issue:

Whether to amend Ordinance 7287 on second reading.

Staff Contact:

Aaron BeMiller, Finance Director, Finance Department, 360.753.8465
Joan Lutz, Budget/Financial Analyst, Finance Department, 360.753.8760

Presenter(s):

None - Consent Calendar item

Background and Analysis:

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

City Council may revise the City's Operating Budget by approving an ordinance. Generally, budget amendments are presented quarterly to Council for 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 includes recommended amendments to the 2021 Operating Funds, Specials Funds, and Capital Funds for 1) Department request for budget amendments and 2) utilization of

America Rescue Plan Act (ARPA) for the 3rd Quarter in 2021.

- 1) Department requests for budget amendment for 3rd quarter in 2021 represent new budget adjustments and associated transfers departments requested for 2021. These appropriations total \$46,210,410; and
- 2) Utilization of ARPA for purchase of property at 1211 Quince, utility assistance and support staff for Development Permitting. These appropriations total \$3,625,000.

Department requests for budget amendments for the 3rd quarter in 2021 are summarized below.

- **City Manager's Office**

- \$650,497 per the Lodging Tax Advisory Committee for various organizations and events. Funding is from the Lodging Tax Fund fund balance.
- \$435,192 carryover of the Brownfield Assessment Project grant. Funding is from a grant.
- \$48,956 to upgrade theatrical lighting. Funding is from a grant from the State Arts Commission to support a project in the Creative District.
- \$121,883 for COVID recovery efforts for the Timberland Westside Library and United Way as well as reallocation of recovery funds from the Washington Center and Olympia Downtown Alliance (ODA). Funding is from the Economic Recovery account fund balance.
- \$1,464,849 transfer to the Capital Improvement Fund for ERP (FROGS) project. Funding is Special Accounts Fund balance as well as prior year retired debt.
- \$237,000 for purchase of real estate "Bourgault/Tyler". \$50,000 for initial design, survey and other preliminary costs to move the mitigation site. \$40,000 for Enterprise for Equity BIPOC. \$200,000 for a 2-year contract with the ODA. \$675,000 for the Economic Development Council and Thurston Strong. \$55,000 for alley closure and lighting. \$50,000 for ARCH - Tribal partnership. Funding is from the Economic Recovery account.
- \$110,000 for temporary expansion of the Downtown Ambassador Program and \$90,000 for temporary expansion of the Clean Team Program as pass by City Council on 06/23/2021. Funding is from the Economic Recovery account.
- \$2,175,000 for purchase of real estate "1211 Quince". Funding is from ARPA.
- \$150,000 to conduct an Equity Assessment and Strategic Plan as passed by City Council on 08/24/2021. Funding is from the General Fund fund balance.

- **Community Planning & Development**

- \$34,275 in carryover appropriations of unspent grant funds. Funding is from a grant.
- \$30,000 in appropriations for work and services that Transportation provides to Parking. Funding is from the Parking Fund fund balance.
- \$150,000 in appropriations for support staff to expedite the permitting process. Funding is from ARPA.
- \$50,000 in appropriations for operational support of hazardous trees. Funding is from the Capital Improvement Fund fund balance.

- **Finance Department**
 - \$1,300,000 in appropriations to assist qualifying community members with delinquent utility accounts. Funding is from ARPA.

- **Fire Department**
 - \$99,021 in appropriations for wildland firefighting personal protective equipment. Funding is from a grant.
 - \$8,256 in appropriations for overtime and \$8,697 in appropriations for consumable supplies for the Training Center. Funding is from unanticipated revenue.

- **Parks, Arts & Recreation**
 - \$14,800 in appropriations for youth programming. Funding is from SEEK grant.
 - \$552,696 in appropriations for 2020 carryover corrections and correcting the funding source. Funding is from various fund balances.

- **Public Works Operating Funds**
 - Facilities - \$23,562 in appropriations for an emergency hire of a Maintenance Worker I at the mitigation site. Funding is from budget capacity.
 - Fleet - \$300,000 in appropriations for a cash infusion to Fleet for vehicle replacement. Funding is Waste Resources Fund fund balance.
 - \$53,000 in appropriations for needed budget capacity for project completion. Funding is from Sewer CIP Fund fund balance.
 - \$158,000 in appropriations to move a project from Capital budget into the Operating budget. Funding is from Sewer CIP Fund budget capacity.

- \$40,727 in appropriations for needed budget capacity for project completion. Funding is from the Sewer CIP Fund fund balance.
- \$51,293 in appropriations to move a project from Capital budget into the Operating budget. Funding is from Drinking Water CIP Fund budget capacity.
- \$608,916 in appropriation reductions due to budget need changes in projects. Funding is returned to Sewer CIP Fund fund balance and Drinking Water CIP Fund fund balance.

Neighborhood/Community Interests (if known):

None noted.

Options:

1. Approve ordinance amending ordinance 7287. This provides staff with budget capacity to proceed with initiatives approved by Council.
2. Do not approve the amending ordinance; staff will not have authorization to expend the funds.
3. Consider the amending ordinance at another time.

Financial Impact:

Operating Funds - total increase in appropriations of \$6,972,274; Special Funds - total increase in appropriations of \$700,497; and Capital Funds - total increase in appropriations of \$3,899,356. Funding sources are noted above.

Attachments:

Ordinance

AN ORDINANCE RELATING TO THE ADOPTION OF THE CITY OF OLYMPIA, WASHINGTON, 2021 OPERATING, SPECIAL, AND CAPITAL BUDGETS AND 2021-2026 CAPITAL FACILITIES PLAN; SETTING FORTH THE ESTIMATED REVENUES AND APPROPRIATIONS AND AMENDING ORDINANCE NO. 7287

WHEREAS, the Olympia City Council adopted the 2021 Operating, Special Funds and Capital Budgets and 2021-2026 Capital Facilities Plan (CFP) by passing Ordinance No. 7268 on December 18, 2020; and

WHEREAS, the Olympia City Council Amended Ordinance No. 7268 by passage of Ordinance 7281 on June 8, 2021; and

WHEREAS, the Olympia City Council Amended Ordinance No. 7281 by passage of Ordinance 7287 on August 10, 2021; and

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

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

WHEREAS, the following changes need to be made to Ordinance No. 7287;

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

Section 1. That certain document entitled the "Capital Facilities Plan," covering the years 2021 through 2026, a copy of which will be on file with the Director of Finance (formerly known as the Office of the Director of Administrative Services) and available on the City's web site, is hereby adopted as the Capital Facilities Plan (CFP) 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 Finance (formerly known as the Director of Administrative Services) is hereby authorized to bring forward into fiscal year 2020 all appropriations and allocations not otherwise closed, completed, or deleted from prior fiscal years' capital budgets.

Section 5. The 2021 Estimated Revenues and Appropriations for each Fund are as follows:

Operating Budget

| FUND | USE OF FUND BALANCE | ESTIMATED REVENUE | APPROP | ADDITION TO FUND BALANCE |
|---------------------------------------|---|--|--|---|
| General, Regular Operations | \$6,226,273 <u>\$6,192,906</u> | \$89,148,561 <u>\$92,886,026</u> | \$95,374,834 <u>\$99,078,932</u> | 0 |
| General, Special Sub-Funds | | | | |
| Special Accounts | 0 <u>761,217</u> | 4,243,630 | 2,125,964 <u>5,004,847</u> | 2,117,666 <u>0</u> |
| Development Fee Revenue | 113,018 | 4,150,296 | 4,263,314 | 0 |
| Parking | 298,370 <u>328,370</u> | 1,474,840 | 1,773,210 <u>1,803,210</u> | 0 |
| Post Employment Benefits | 0 | 1,020,000 | 1,020,000 | 0 |
| Washington Center Endowment | 0 | 5,000 | 5,000 | 0 |
| Washington Center Operating | 0 | 378,365 | 378,365 | 0 |
| Municipal Arts | 148,642 | 71,554 | 220,196 | 0 |
| Equipment & Facilities Reserve | 1,102,129 <u>1,452,626</u> | 1,926,037 <u>2,276,037</u> | 3,028,166 <u>3,728,663</u> | 0 |
| Total General Fund | \$7,888,432 <u>\$8,996,779</u> | \$102,418,283 <u>\$106,505,748</u> | \$108,189,049 <u>\$115,502,527</u> | \$2,117,666 <u>\$0</u> |
| LID Control | 0 | 0 | 0 | 0 |
| LID Guarantee | 0 | 0 | 0 | 0 |
| 4th/5th Avenue Corridor Bridge Loan | 0 | 174,250 | 174,250 | 0 |
| UTGO Bond Fund - 2009 Fire | 0 | 1,047,800 | 1,047,800 | 0 |
| City Hall Debt Fund - 2009 | 0 | 2,355,353 | 2,355,353 | 0 |
| 2010 LTGO Bond - Street Projects | 0 | 394,562 | 394,562 | 0 |
| L.O.C.A.L. Debt Fund - 2010 | 0 | 0 | 0 | 0 |
| 2010B LTGO Bonds - HOCM | 0 | 436,321 | 436,321 | 0 |
| 2013 LTGO Bond Fund | 0 | 674,325 | 674,325 | 0 |
| 2016 LTGO Parks BAN | 0 | 1,008,375 | 1,008,375 | 0 |
| Water Utility O&M | 0 | 15,817,137 <u>15,868,430</u> | 15,793,385 <u>15,844,678</u> | 23,752 |
| Sewer Utility O&M | 448,351 | 22,013,367 <u>22,171,367</u> | 22,461,718 <u>22,619,718</u> | 0 |
| Solid Waste Utility | 95,906 <u>395,906</u> | 13,455,454 | 13,551,360 <u>13,851,360</u> | 0 |
| Stormwater Utility | 259,690 | 6,257,211 | 6,516,901 | 0 |
| Water/Sewer Bonds | 0 | 1,915,487 | 1,915,487 | 0 |
| Stormwater Debt Fund | 0 | 123,650 | 123,648 | 2 |
| Water/Sewer Bond Reserve | 0 | 0 | 0 | 0 |
| Equipment Rental | 0 | 2,662,149 | 2,627,278 | 34,871 |
| Subtotal Other Operating Funds | \$803,947 <u>\$1,103,947</u> | \$68,335,441 <u>\$68,544,734</u> | \$69,080,763 <u>\$69,590,056</u> | \$58,625 <u>\$58,625</u> |
| Total Operating Budget | \$8,692,379 <u>\$10,100,726</u> | \$170,753,724 <u>\$175,050,482</u> | \$177,269,812 <u>\$185,092,583</u> | \$2,176,291 <u>\$58,625</u> |

Special Funds Budget

| FUND | USE OF FUND BALANCE | ESTIMATED REVENUE | APPROP | ADDITION TO FUND BALANCE |
|--|------------------------|-------------------------|-------------------------|--------------------------------|
| HUD Fund | \$352 | \$472,352 | \$472,704 | 0 |
| Lodging Tax Fund | 0 | 695,575 | 373,365 | 322,210 |
| | <u>328,287</u> | | <u>1,023,862</u> | <u>0</u> |
| Parking Business Improvement Area | 0 | 109,450 | 102,450 | 7,000 |
| Farmers Market Repair and Replacement Fund | 0 | 0 | 0 | 0 |
| Hands On Children's Museum | 101,236 | 543,634 | 644,870 | 0 |
| Home Fund Operating Fund | 972,247 | 1,610,923 | 2,583,170 | 0 |
| | | <u>1,660,923</u> | <u>2,633,170</u> | |
| Fire Equipment Replacement Fund | 1,807,471 | 200,000 | 2,007,471 | 0 |
| Equipment Rental Replacement Reserve Fund | 506,261 | 2,681,739 | 3,188,000 | 0 |
| | <u>206,261</u> | <u>2,981,739</u> | | |
| Unemployment Compensation Fund | 0 | 112,500 | 85,000 | 27,500 |
| Insurance Trust Fund | 154,690 | 2,675,261 | 2,829,951 | 0 |
| Workers Compensation Fund | 205,023 | 1,447,875 | 1,652,898 | 0 |
| Total Special Funds Budget | \$3,747,280 | \$10,549,309 | \$13,939,879 | \$356,710 |
| | <u>\$3,775,567</u> | <u>\$10,899,309</u> | <u>\$14,640,376</u> | <u>\$34,500</u> |

Capital Budget

| FUND | USE OF FUND BALANCE | ESTIMATED REVENUE | APPROP | ADDITION TO FUND BALANCE |
|---|-------------------------|-------------------------|-------------------------|--------------------------------|
| Impact Fee | \$6,277,879 | \$0 | \$6,277,879 | \$0 |
| | <u>\$6,765,575</u> | | <u>\$6,765,575</u> | |
| SEPA Mitigation Fee Fund | 282,612 | 0 | 282,612 | 0 |
| Parks & Recreational Sidewalk, Utility Tax Fund | 0 | 2,636,230 | 1,779,570 | 856,660 |
| Real Estate Excise Tax Fund | 2,112,946 | 1,818,510 | 3,931,456 | 0 |
| Capital Improvement Fund | 4,400,441 | 19,802,216 | 24,202,657 | 0 |
| | <u>4,450,441</u> | <u>21,267,065</u> | <u>25,717,506</u> | |
| Olympia Home Fund Capital Fund | 0 | 1,283,297 | 1,283,297 | 0 |
| | | <u>3,695,297</u> | <u>3,695,297</u> | |
| Water CIP Fund | 1,007,417 | 10,634,892 | 11,642,309 | 0 |
| | <u>555,607</u> | | <u>11,190,499</u> | |
| Sewer CIP Fund | 6,516,665 | 6,114,000 | 12,630,665 | 0 |
| | <u>6,453,286</u> | | <u>12,567,286</u> | |
| Waste ReSources CIP Fund | 0 | 368,000 | 368,000 | 0 |
| Storm Water CIP Fund | 2,687,508 | 1,911,786 | 4,599,294 | 0 |
| Storm Drainage Mitigation Fund | 0 | 0 | 0 | 0 |
| Total Capital Budget | \$23,285,468 | \$44,568,931 | \$66,997,739 | \$856,660 |
| | <u>\$23,307,975</u> | <u>\$48,445,780</u> | <u>\$70,897,095</u> | <u>\$856,660</u> |

| | | | | |
|--------------------------|-------------------------|--------------------------|--------------------------|------------------------|
| Total City Budget | \$35,725,127 | \$225,871,964 | \$258,207,430 | \$3,389,661 |
| | <u>\$37,034,268</u> | <u>\$234,395,571</u> | <u>\$270,480,054</u> | <u>\$949,785</u> |

Section 6. 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 7. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

Section 8. Effective Date. This Ordinance shall take effect five (5) days after publication, as provided by law.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

Mark Barber
CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:



City Council

Public Hearing on the Assumption of the Olympia Transportation Benefit District

Agenda Date: 10/19/2021
Agenda Item Number: 5.A
File Number:21-0993

Type: public hearing **Version:** 1 **Status:** Public Hearing

Title

Public Hearing on the Assumption of the Olympia Transportation Benefit District

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Hold a Public Hearing on the assumption of the Olympia Transportation Benefit District.

Report

Issue:

Whether to hold a Public Hearing on the assumption of the Transportation Benefit District.

Staff Contact:

Mark Russell, P.E., Deputy Director, Public Works Department, 360.753.8762

Presenter(s):

Mark Russell, P.E., Deputy Director, Public Works Department

Background and Analysis:

A Transportation Benefit District (TBD) is a quasi-municipal corporation and independent taxing district. It was created for the sole purpose of acquiring, constructing, providing, and funding transportation improvements within the district.

The Washington State legislature permits local governments to establish a TBD and accompanying funding sources to provide for the preservation, maintenance, and construction of local public ways. The Olympia City Council established a TBD in 2008. The boundaries of the TBD are identical with the City limits.

Recent legislation allows the City Council to assume the authority and powers of the TBD. RCW 36.74.020 states, in part, that the City's "assumption of the rights, powers, functions, and obligations of a transportation benefit district may be initiated by the adoption of an ordinance or a resolution by the city legislative authority indicating its intention to conduct a hearing concerning the assumption of

such rights, powers, functions, and obligations.” The City Council approved a Resolution on September 28, 2021, announcing its intention to hold a Public Hearing concerning the assumption of the TBD.

Based upon testimony received during the Public Hearing, staff intends to prepare an Ordinance regarding City Council assuming the authority and powers of the TBD. Council would then consider this Ordinance at a future business meeting. The assumption of the TBD by City Council would streamline administration and oversight. Several other Washington cities have already implemented this process.

Neighborhood/Community Interests (if known):

Cost to residents is \$40 per year for each registered vehicle within City limits. Collection of the fee is administered by the Washington State Department of Licensing (DOL) on behalf of the Olympia TBD. This \$40 fee is collected at the time of renewal for all registered vehicles within the City of Olympia.

Options:

1. Hold a Public Hearing on the assumption of the Olympia Transportation Benefit District. Staff will prepare an Ordinance for Council consideration at a future business meeting.
2. Delay the Public Hearing to a later date. The TBD Board will still need to perform their obligations into 2022, until such time that those functions may be assumed by the City Council.
3. Do not hold a Public Hearing. The TBD Board will continue to function as they do now.

Financial Impact:

In 2021, revenue collected through TBD fees is estimated to be \$1,500,000 and are applied to the City’s Transportation Capital Fund for pavement resurfacing and preservation.

Attachments:

None.



City Council

Emergency Preparedness Overview Briefing

Agenda Date: 10/19/2021
Agenda Item Number: 6.A
File Number:21-0941

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

Title

Emergency Preparedness Overview Briefing

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Receive an overview briefing on the City of Olympia's emergency preparedness capabilities as they relate to severe weather events.

Report

Issue:

Whether to receive an overview briefing on the City of Olympia's emergency preparedness capabilities as they relate to severe weather events.

Staff Contact:

Patrick Knouff, Emergency Management Coordinator, Olympia Fire Department 360.709.2701

Presenter(s):

Patrick Knouff, Emergency Management Coordinator, Olympia Fire Department

Background and Analysis:

The City of Olympia has a long history of responding to emergencies and disasters and over the years interdepartmental efforts have produced processes and procedures to better meet the needs of Olympia's residents.

Although earthquakes are our greatest hazard in the Pacific Northwest, our most persistent threat to life and property is severe weather. Whether it is 18 inches of snow or a thunderstorm with damaging winds, staff are trained and prepared to respond in a coordinated and efficient manner.

Attachments:

Presentation

October 19th, 2021



Emergency Management 101

- For Elected Officials

Emergency Management In Olympia

Mission

- To maintain a resilient community in the City of Olympia by empowering citizens and staff to mitigate hazards and prepare for, respond to, and recover from emergencies and disasters.

Primary Objectives

- Maintain the Emergency Operations Center and Comprehensive Emergency Management Plan.
- Conduct citizen/community outreach with an emphasis on neighborhoods.
- Provide planning support, training, and exercise for city staff/departments.
 - [Severe Weather Tabletop discussion tomorrow.](#)

Emergency Operations Center

Resource Management, Coordination, Financial Tracking, Public Information and Warning

- Brings together the Doers, Thinkers, Getters, Payers

Situational Awareness

- Ex. Earthquake: damages, resource needs
- Ex. Covid-19: Disease progression, CDC/DOH guidance, vaccine development, interjurisdictional coordination, etc.



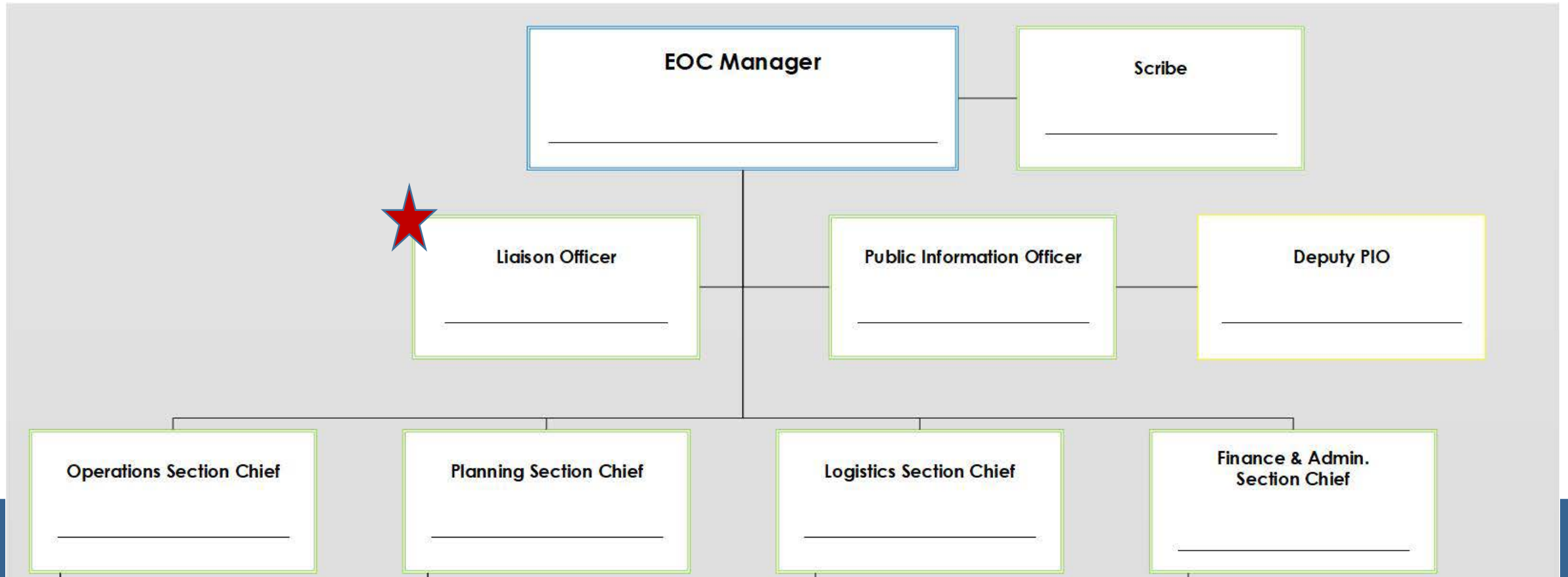
Emergency Operations Center

When does the EOC activate?

- When normal/emergency operations are overwhelmed by the incident/event requiring support/coordination with other jurisdictions.
- When requested by senior leadership or first responders.



"Stay In Your Box"



The Elected Official's Role: Before

Policy and Budget decisions that Support Mitigation and Preparedness

- Staffing
- Review and promulgate plans
- Public Education
- Infrastructure investments
- Training and Exercise
- Equipment

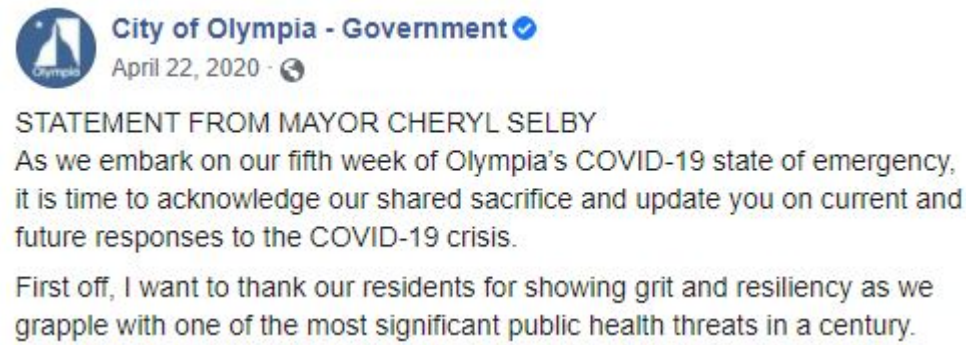


The Elected Official's Role: During

Engage the Community

Guide and make Policy decisions

- Eviction moratoriums, emergency sheltering, budget appropriations, suspending fees, etc.



The Elected Official's Role: After

Guiding the Recovery Process: Thurston Region Disaster Recovery Framework



When does the Federal Government Help?

Public Assistance - Threshold for **Eligibility**

- Washington \$10,000,000 and Thurston \$1,000,000
- Repairing Infrastructure and Emergency Work
- Ex. 2020 February Storm vs 2019 Snow-Pocalypse

Individual Assistance - Narrative

- Homes, Private Property, Other losses

CARES Act, American Rescue Plan Act



When/Why do we make a declaration?

Is Olympia able to respond effectively within current (non-emergency) authorities?

Will the declaration/proclamation provide additional resources and/or authorities to respond?

Is the declaration/proclamation necessary to receive additional resources at the state or federal level?


If the answers are yes/no/no, is the situation severe enough that a public statement declaring an emergency is warranted?


Winter Weather Outlook

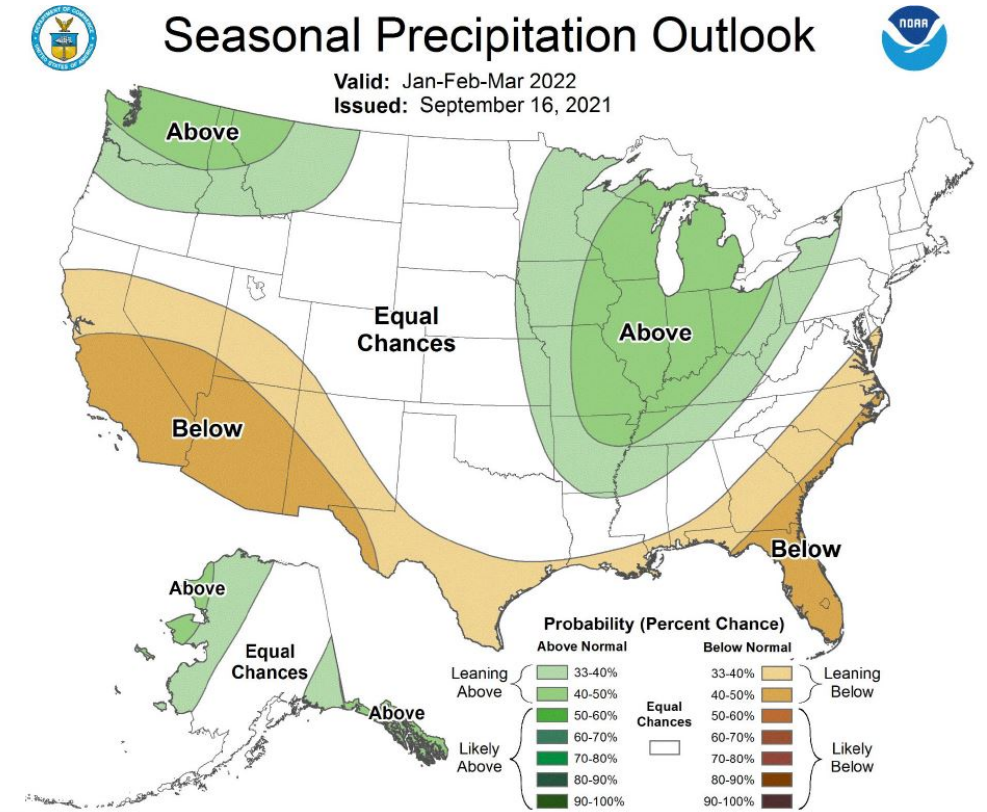
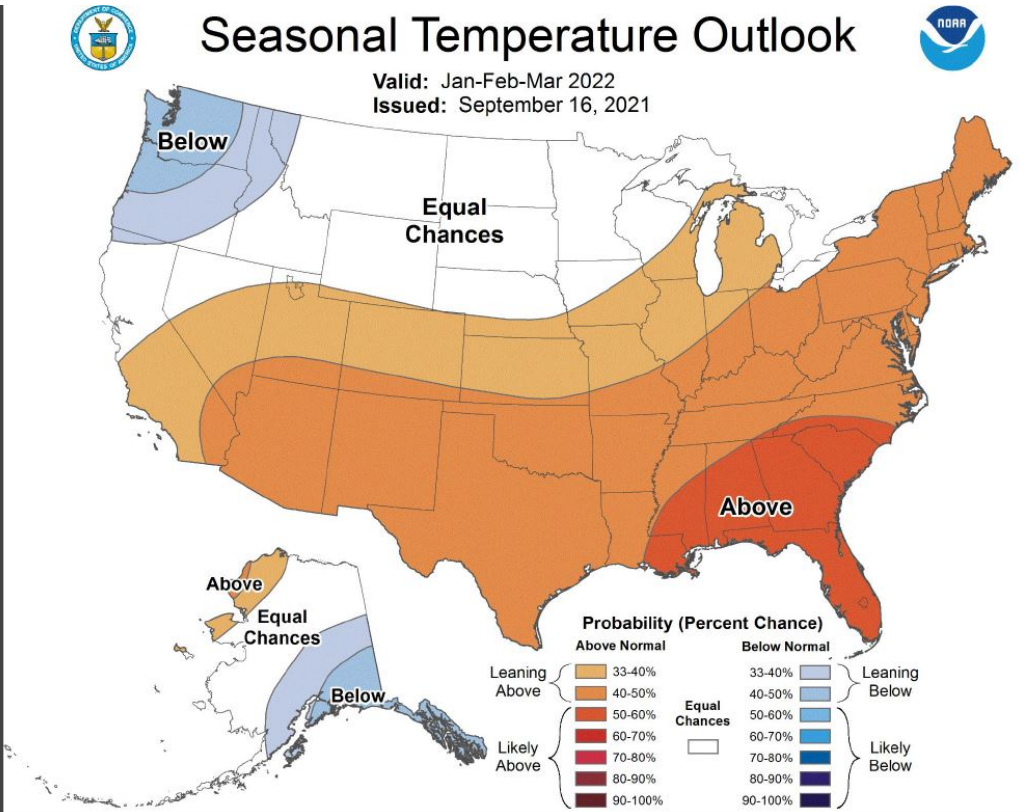
There is a 70-80% chance of La Nina continuing through winter 2021-2022.

La Nina is typically associated with cooler and wetter than average conditions.

Jan - Feb - Mar
Outlook Favors


Precipitation
Leaning Above


Temperatures
Leaning Below



When it Snows...

- Emergency Management receives briefings from the National Weather Service.
- Transportation, Homeless response, Parks and other key stake holders are notified and prepare.
- If necessary, the EOC is activated to support operations, inform city council, staff, and public, and document for potential reimbursement.
- Conduct After Action Review.





Thank you!



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

City Council

Executive Session Pursuant to RCW 42.30.110 (1)(b); RCW 42.30.110 (1)(c) - Real Estate Matter

Agenda Date: 10/19/2021
Agenda Item Number: 9.A
File Number:21-1003

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

Title

Executive Session Pursuant to RCW 42.30.110(1)(b); RCW 42.30.110 (1)(c) - Real Estate Matter