



# Meeting Agenda

## Metropolitan Park District Board

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8068

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**Tuesday, October 19, 2021**

**5:00 PM**

**Online and Via Phone**

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**Register to attend:**

[https://us02web.zoom.us/webinar/register/WN\\_og1kYgDnQ\\_esEwjClwmZWQ](https://us02web.zoom.us/webinar/register/WN_og1kYgDnQ_esEwjClwmZWQ)

**1. ROLL CALL**

**2. APPROVAL OF AGENDA**

**3. PUBLIC COMMENT**

*(Estimated Time: 0 - 10 minutes). During this portion of the meeting, community members may address the Board regarding only items related to the Olympia Metropolitan Park District, including items on the Agenda. Individual comment is limited to 2 minutes.*

**4. BOARD BUSINESS**

**4.A**     [21-1007](#)     Approval of April 20, 2021 OMPD Board Meeting Minutes

**Attachments:**     [Minutes](#)

**4.B**     [21-1001](#)     Presentation of Advisory Committee's Annual Compliance Report  
Regarding 2020 Funding Levels

**Attachments:**     [Report](#)

**4.C**     [21-1005](#)     Presentation of Advisory Committee's Recommendation on the 2022  
Preliminary Budget

**Attachments:**     [Advisory Committee Letter - 2022 Budget.pdf](#)

**4.D**     [21-1006](#)     Public Hearing on the 2022 Preliminary OMPD Budget

**Attachments:**     [Presentation](#)

**4.E**     [21-1004](#)     Public Hearing on the 2022 OMPD Ad Valorem Tax

**5. ADJOURNMENT**

*The Olympia Metropolitan Park District (OMPD) 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 OMPD Board meeting, call 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

## **Metropolitan Park District Board**

### **Approval of April 20, 2021 OMPD Board Meeting Minutes**

**Agenda Date:** 10/19/2021  
**Agenda Item Number:** 4.A  
**File Number:**21-1007

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**Type:** minutes   **Version:** 1   **Status:** OMPD Agenda Ready

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#### **Title**

Approval of April 20, 2021 OMPD Board Meeting Minutes

# City of Olympia

*City Hall  
601 4th Avenue E  
Olympia, WA 98501*



## Meeting Minutes - Draft

**Tuesday, April 20, 2021**

**5:00 PM**

**Register to attend:**

**[https://us02web.zoom.us/join/zoom/register/WN\\_a6qaBFbgRuKjPu](https://us02web.zoom.us/join/zoom/register/WN_a6qaBFbgRuKjPu)**  
**Online and Via Phone**  
**hoFNX\_HQ**

**Metropolitan Park District Board**

**1. ROLL CALL**

**Present:** 7 - President Jim Cooper, Vice President Lisa Parshley, Boardmember Clark Gilman, Boardmember Yến Huỳnh, Boardmember Dani Madrone, Boardmember Renata Rollins, and Boardmember Cheryl Selby

**2. APPROVAL OF AGENDA**

The agenda was approved.

**3. PUBLIC COMMENT**

Bob Jacobs spoke.

**4. BOARD BUSINESS****4.A** Approval of November 10, 2020 Olympia Metropolitan Park District Board Meeting Minutes

**Attachments:** [Minutes](#)

The minutes were approved. Boardmember Huỳnh abstained because she wasn't on the Board in November.

**Aye:** 6 - President Cooper, Vice President Parshley, Boardmember Gilman, Boardmember Madrone, Boardmember Rollins and Boardmember Selby

**Abstained:** 1 - Boardmember Huỳnh

**4.B** Election of Olympia Metropolitan Park District (OMPD) Officers

President Cooper opened nominations for the office of President. Vice President Parshley nominated President Cooper to continue as President. President Cooper accepted the nomination.

**Vice President Parshley moved, seconded by Boardmember Madrone, to elect President Cooper to continue as Board President. The motion was unanimously approved.**

President Cooper opened nominations for the office of Vice President. Boardmember Madrone nominated Vice President Parshley to continue as Vice President. Vice President Parshley accepted the nomination.

**Boardmember Madrone moved, seconded by Boardmember Gilman, to elect Vice President Parshley to continue as Board Vice President. The motion was unanimously approved.**

**4.C** Approval of 2021 Olympia Metropolitan Park District (OMPD) Advisory Committee Work Plan

**Attachments:** [Proposed 2021 OMPD Board and Advisory Committee W](#)

Park Planning and Maintenance Director Jonathon Turlove reviewed the Advisory Committee work plan.

**Vice President Parshley moved, seconded by Boardmember Gilman, to approve the proposed 2021 OMPD Advisory Committee Work Plan. The motion carried by the following vote:**

**Aye:** 7 - President Cooper, Vice President Parshley, Boardmember Gilman, Boardmember Huynh, Boardmember Madrone, Boardmember Rollins and Boardmember Selby

**4.D** Approval of a Resolution amending the Olympia Metropolitan Park District (OMPD) meeting schedule

**Attachments:** [Resolution](#)

Mr. Turlove reviewed proposed meeting dates.

**Vice President Parshley moved, seconded by Boardmember Selby, to approve the resolution amending the OMPD meeting schedule to be one half hour before a regular City Council meeting. The motion carried by the following vote:**

**Aye:** 7 - President Cooper, Vice President Parshley, Boardmember Gilman, Boardmember Huynh, Boardmember Madrone, Boardmember Rollins and Boardmember Selby

**6. ADJOURNMENT**

The meeting was adjourned at 5:14 p.m.



## Metropolitan Park District Board

### Presentation of Advisory Committee's Annual Compliance Report Regarding 2020 Funding Levels

**Agenda Date:** 10/19/2021  
**Agenda Item Number:** 4.B  
**File Number:** 21-1001

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**Type:** report   **Version:** 1   **Status:** OMPD Agenda Ready

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#### **Title**

Presentation of Advisory Committee's Annual Compliance Report Regarding 2020 Funding Levels

#### **Recommended Action:**

Receive report

#### **Report**

##### **Issue:**

Presentation of Olympia Metropolitan Park District (OMPD) Advisory Committee's Annual Compliance Report regarding 2020 funding levels

#### **Staff Contact:**

Sylvana Niehuser, Director of Parks Planning and Maintenance, 360.753.8068

#### **Presenter(s):**

Sylvana Niehuser, Director of Parks Planning and Maintenance

#### **Background and Analysis:**

Section 4.1.3. of the OMPD Interlocal Agreement states that the OMPD Advisory Committee shall "provide an annual report to the City Council and OMPD Board regarding the City's compliance with the funding levels in (i.) and (iv.) in Section 4.1.1." (Section (i.) refers to the requirement that the City allocate 11% of General Fund revenues to the Parks, Arts and Recreation Department (OPARD). Section (iv.) refers to the requirement that the remaining one-half of the Non-Voted Utility Tax be used to acquire new park land and to maintain and develop those acquired park properties, with a priority on acquisition to the extent practicable.)

The OMPD Advisory Committee has completed its annual report for Fiscal Year 2020.

#### **Neighborhood/Community Interests (if known):**

The YES Olympia Parks coalition was heavily involved in the formation of the Olympia Metropolitan Park District and some of their members continue to take a strong interest in the activities of the

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**Type:** report   **Version:** 1   **Status:** OMPD Agenda Ready

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OMPD Advisory Committee and Board.

**Options:**

Receive report.

**Financial Impact:**

N/A

**Attachments:**

Annual Compliance Report for Fiscal Year 2020



## REPORT FOR FISCAL YEAR 2020

### City's compliance with funding levels set forth in the Interlocal Agreement between the OMPD Board and Olympia City Council

October 14, 2021

Olympia Metropolitan Park District (OMPD) Board  
PO Box 1967  
Olympia, WA 98507

Dear OMPD Board Members:

At our May 5, 2021 meeting, the OMPD Advisory Committee received an oral presentation and written report titled "City of Olympia Report to the Olympia Metropolitan Park District Advisory Committee Regarding Section 4.1.1 (i) through (iv) for Fiscal Year 2020" (attached). The report was prepared and presented by Nanci Lien, Fiscal Services Director for the City.

On April 14, 2020 the Olympia City Council passed a resolution declaring an "exigent financial circumstance" due to the economic impacts of the COVID-19 pandemic. Section 4.1.1 (i) of the Interlocal Agreement (concerning 11% of the General Fund revenues) and Section 4.1.1 (iv) (concerning the second half-percent of the Non-Voted Utility Tax) allow for some or all of those funds to be utilized for non-park purposes during an "exigent financial circumstance." The City is therefore compliant with those sections.

On October 13, 2021, the OMPD Advisory Committee received additional information from City staff regarding funds that were restored and funds anticipated to be restored in 2022. We reviewed the draft letter that was sent for comments in May of 2021 and updated this letter that is being provided to the OMPD Board and City Council.

At the end of the year, the 4.1.1 (i) funding still met and exceeded the 11% allocation. The 4.1.1 (iv) budget, \$423,000, shifted from Parks' Land Acquisition to Parks operating purposes. The same amount, \$423,000, was included in the 4.1.1 (iii) for Parks' Land Acquisition budget.

Sections 4.1.1 (ii & iii) commit to using the 2% Voted Utility Tax (VUT) and one-half of the 1% Non-Voted Utility Tax (NVUT) "to acquire new park land and to maintain and develop those acquired park properties, with a priority on acquisition to the extent practicable." Based on the report, it appears that all but \$300,000 of VUT and \$21,566 of NVUT was utilized for park land acquisition. The remaining \$300,000 in VUT was utilized for park maintenance and the \$21,566 of NVUT remains in the Capital Project Fund for future parks use. It appears, therefore, that there was indeed a "priority on acquisition to the extent practicable" and the City was therefore compliant with those two sections.



As indicated in the previous paragraphs, \$723,000 (\$423,000 in NVUT and \$300,000 in VUT) was diverted from land acquisition to park operating purposes. At our October 13, 2021, meeting, we learned that \$255,265 from the end-of-year savings was provided to address a portion of the funds diverted in 2020. City Manager, Jay Burney, is planning to restore an additional \$200,000 in 2022 to address the diverted funds. We support these changes and recommend that the City continue to look for opportunities to restore the remaining diverted funds. Providing the remainder of diverted funds would be appreciated by community who have supported the use of funding for acquiring, developing, and maintaining new park properties. We feel that funding would indicate good faith to City residents.

In addition, the public comment (attached) states concern about the ongoing declaration of exigent circumstances, which was passed on April 24, 2020. The people who provided the public comment have requested that the exigent be ended at this time. The Advisory Committee agrees with that statement and recommends that the City Council votes to remove the exigent circumstances status as soon as they feel it is appropriate.

Thank you for taking the time to consider our report. Please feel free to contact me at [rhorn@ci.olympia.wa.us](mailto:rhorn@ci.olympia.wa.us) if you have questions or comments.

Sincerely,



Roger Horn, Chair  
OMPD Advisory Committee

Enclosure: City of Olympia Fiscal Year 2020 Compliance Findings Report  
Public Comments letter received from the YES Olympia Parks Coalition

CC: Olympia City Council

**City of Olympia Report to the  
Olympia Metropolitan Park District Advisory Committee  
Regarding Section 4.1.1, (i) through (iv)  
For Fiscal Year 2020  
Presented May 5, 2021**

Section 4.1.3 of the 2016 Interlocal Agreement between the City of Olympia (City) and the Olympia Metropolitan Parks District (OMPD) requires the OMPD Advisory Committee (Committee) to provide an annual report to the City Council (Olympia) and the OMPD Board regarding the City's compliance with the funding levels in (i) and (iv) of Section 4.1.1 of the Interlocal Agreement. In 2018, Amendment No. 1 to the Interlocal Agreement expanded the scope of the report to include funding levels in (i) through (iv) of Section 4.1.1.

This document is a report to the Committee by the City regarding Section 4.1.1, (i) through (iv) of the Interlocal Agreement. These items are included under the COMPLIANCE FINDINGS section of this report.

**COMPLIANCE FINDINGS**

**SECTION 4.1.1 (i):**

Interlocal Agreement Language

"The City shall include in its annual General Fund Operating Budget revenues to support the Olympia Parks, Arts and Recreation Department (hereafter "OPARD") projects, programs and services in amounts necessary to meet or exceed the minimum funding described in this paragraph. The 2015 adopted net budget for OPARD is \$4.4 million which is 11% of the General Fund revenues calculated using the methodology in Addendum 1. This percentage so calculated will be the baseline for allocating General Fund revenues to OPARD in subsequent years, unless the City Council by resolution with a majority plus one ("super majority") vote of its members after public hearing, determines that an exigent financial circumstance or natural disaster prevents the Council from maintaining this level of General Fund support. The Council will approve OPARD's budget and provide oversight in accordance with the City's normal budget processes. In accordance with state guidelines, the City shall account for the OMPD and treat it as a Blended Component Unit and shall keep the necessary records to ensure the proper expenditure of all funds received by it for parks and recreation purposes, in accordance with this Agreement, state law and City ordinances."

Discussion

This section requires the City to allocate 11% of certain budgeted General Fund tax revenues to support the Olympia Parks, Arts and Recreation Department (OPARD). These revenues are the general use portion of: Property Tax, Sales Tax, Business & Occupation Tax, Admission Tax, Private Utility Tax, and Public Utility Tax. For the 2020 Budget, the City initially allocated \$5,413,497 to OPARD General Fund activities as part of the adopted budget, which represents 11% of the taxes referenced above.

Due to impacts related to the COVID-19 pandemic, in the later part of the year, the City revised the 2020 budgeted revenue projections resulting in a downward adjustment to the 11% allocated to OPARD. The

revised the allocation of \$5,372,814 was a reduction of \$40,683 from the original allocation. Please see detail in Addendum 1 at the end of the report.

#### Compliance Status

For 2020, the City met and exceeded the 11% allocation and was in compliance with this section.

#### **SECTION 4.1.1 (ii):**

##### Interlocal Agreement Language

“The City commits to use the 2% Voted Utility Tax (VUT) revenues to acquire new park land and to maintain and develop those acquired park properties, with a priority on acquisition to the extent practicable.”

##### Discussion

The City imposes a voter-approved utility tax (VUT) of 2% on private utilities (electric, gas and telephone) for park purposes. All VUT tax revenue is recorded in a Special Revenue Fund and restricted for the parks’ uses identified above.

The City’s 2020 budget included \$1,778,846 for the 2% VUT revenue. The 2020 budget allocated the following uses of this budgeted revenue:

- |                     |   |
|---------------------|---|
| • \$1,014,000       | Parks’ Land Acquisition                               |
| • \$ 673,000        | Parks’ Debt Service of previously purchased park land |
| • <u>\$ 300,000</u> | Parks’ Maintenance                                    |
| \$1,986,000         | Total   |

#### Compliance Status

For 2020, the City met and exceeded the 2% VUT allocation and was in compliance with this section.

#### **SECTION 4.1.1 (iii):**

##### Interlocal Agreement Language

“The City commits to use one-half of the 1% Non-Voted Utility Tax (NVUT) revenues to acquire new park land and to maintain and develop those acquired park properties, with a priority on acquisition to the extent practicable.”

##### Discussion

The City imposes a non-voted utility tax of 6%. 1/6th of that tax is referred to in the Interlocal Agreement as the 1% Non-Voted Utility Tax (NVUT). This section requires the City to commit 1/2 of the 1% NVUT to acquire new park land and to maintain and develop those acquired park properties. These NVUT revenues are recorded in a Capital Projects Fund and restricted for the parks’ uses identified above.

The City’s 2020 budget included \$444,756 for 1/2 of the 1% NVUT revenue. The budget allocated \$423,190 for Parks’ Land Acquisition use of this budgeted revenue. The variance of \$21,566 remained in the Capital Projects Fund for future parks use as stated above.

#### Compliance Status

For 2020, the City was in compliance with this section.

#### **SECTION 4.1.1 (iv):**

##### Interlocal Agreement Language

"The City intends to allocate in its budget the remaining one-half of the Non-Voted Utility Tax (NVUT) to acquire new park land and to maintain and develop those acquired park properties, with a priority on acquisition to the extent practicable. If such budget allocation does not occur, to the extent a year end fund balance exists, then the City intends, absent an exigent financial circumstance, to allocate the first \$500,000 of that balance to such purposes."

##### Discussion

As noted above, the City imposes a non-voted utility tax of 6%. 1/6th of that tax is referred to in the Interlocal Agreement as the 1% Non-Voted Utility Tax (NVUT). Section 4.1.1. (iii) requires the City to commit 1/2 of the 1% NVUT to acquire new park land and to maintain and develop those acquired park properties and this section requires the City to commit the *remaining* 1/2 of the 1% NVUT for the same purposes. These NVUT revenues are recorded in a Capital Projects Fund and restricted for the parks' uses identified above.

The City's 2020 budget included \$444,756 for 1/2 of the 1% VUT revenue. The budget allocated \$423,190 for Parks' Land Acquisition use of this budgeted revenue. The variance of \$21,566 remained in the Capital Improvement Fund for future parks use as identified above.

In addition, due to COVID-19 related impacts, the City used an exigent financial circumstances declaration and allocated \$423,000 for Parks operating purposes.

##### Compliance Status

Due to economic impacts related to the COVID-19 pandemic, the City Council passed Resolution M-2116 declaring exigent financial circumstances that prevented the City from complying with this section of the Interlocal Agreement. With the declaration in place for 2020, the City was in compliance with this section.

**ADDENDUM 1**

Olympia General Fund Revenue Budget relevant for OPARD 11% allocation.

<b>2020 Revised Budget-OPARD 11% Allocation</b>	
<b>Revenue Type</b>	<b>Budgeted Projection</b>
Sales Tax	\$19,623,352
B&O & Admission Tax	\$6,262,064
Property Tax	\$12,487,866
Private Utility Tax	\$4,442,871
Public Utility Tax	\$6,027,614
Grand Total	\$48,843,767
<b>Total 11% Allocation</b>	<b>\$5,372,814</b>

August 30, 2021

OMPD Advisory Committee members,

YES Olympia Parks is made up of representatives from several parks advocacy groups. (See list at end of this letter.) While each group participates in different topics related to City Parks we are all supportive of continuing compliance with the City of Olympia and OMPD Interlocal Agreement (Agreement). The Agreement sets out specific funding details that were the foundation of the 2015 MPD voted measure for additional parks funding. The Agreement also includes a continued commitment for use of funds from the 2004 Voted Utility Tax. We will continue to monitor compliance with the intent of these voted measures.

Our community is taxing themselves in order to acquire, develop and maintain a great parks system. As our population grows and density of uses increase the importance of parks and open spaces is even more critical than in the past. Access to outdoor spaces and recreation is a key feature of the quality of life we enjoy. The open spaces preserved as part of our parks system also support environmental sustainability.

We have two concerns, one with the draft compliance report and the other about the City declaration of exigent circumstances.

First, funds that were removed from the Parks budget during early 2020 were not restored when 2020 year-end funds were distributed, even though the City had available funds. We disagree with the committee statement below regarding the reasons for this and their support of these changes.

*Based on the report presented, it appears that \$723,000 (\$423,000 in NVUT and \$300,000 in VUT) was diverted from land acquisition to park operating purposes. After review of the 2020 year-end funding presentation, it appears funding was not restored to OPARD from end-of-year savings. Due to the lower-than-expected revenue generated by the City, we support these changes.*

When year-end funding was discussed at the March Finance Committee meeting there was an estimated \$3.1 million available for allocation. At the April 21 Finance Committee meeting a total of almost \$4 million was shown to be available. City Manager Jay Burney, during the April meeting, indicated that the balance showed available funds after the City had honored 'contractual obligations' but did he did not mention the Interlocal Agreement and the expectation that funds would be restored if year end funds are available. We view the Interlocal Agreement as equivalent of a contract. (Any voted tax measure should be treated the same.)

Here is the specific clause in the Interlocal Agreement:

(iv.) The City intends to allocate in its budget the remaining one-half of the Non-Voted Utility Tax (NVUT) to acquire new park land and to maintain and develop those acquired park properties, with a priority on acquisition to the extent practicable. If such budget allocation does not occur, to the extent a year end fund balance exists, then the City intends, absent an exigent financial circumstance, to allocate the first \$500,000 of that balance to such purposes.

While the City had declared an exigent circumstance, it was clear in the Spring of 2021 that the city finances for 2020 did not suffer that in reality. Because of this, funds that had been withheld from Parks budgets should be restored.

It is troubling that the commitment to restore funds that were withheld from the Parks budget was not raised by staff or Council members. The staff presented a long list of potential uses for the year-end funds and did not include restoration of parks funds. Considering the end of year balance, we would have expected that staff and Council would honor the spirit of the agreement.

The final disposition of 2020 year-end funds as adopted by the Council at their May 4, 2021 meeting is attached. This list includes one time as well as on-going expenses. When this list was presented at the May 4 Council meeting the city manager indicated that the restoration of parks funds was still a potential but there has been no formal action that we are aware of to date. We believe a request to restore Parks funding should be included in the report from the Advisory Committee.

Our second concern is the City Council declaration of exigent circumstances, which occurred on April 24, 2020. At the time, this declaration made sense. However, the declaration has no specific end date. Since the City is apparently past the emergency level concern when it was adopted, the declaration should be ended. If a new emergency arises, the Council could hold another hearing as per the agreement. Simply declaring an ongoing exigent circumstance was not the intent of the Agreement. We hope that the report for 2021 will show compliance without the use of a declaration of exigent circumstances.

We appreciate the work of the Committee and hope that you will adjust your report to reflect the concerns we have outlined above.

Sincerely,

Signed by Bob Jacobs and Karen Messmer – representing the YES Olympia Parks Coalition

#### Yes Olympia Parks Coalition

YES Olympia Parks is a coalition of organizations that support parks, open spaces, and recreation. The coalition negotiated the wording for the MPD ordinance and the Interlocal Agreement between the City and the MPD. These documents defined the terms under which the coalition would support and campaign for the Olympia Metropolitan Park District (OMPD) ballot measure, which it successfully did.

- Olympia Coalition for Ecosystems Preservation
- Friends of LBA Woods (formerly LBA Woods Coalition)
- Friends of the Waterfront
- Woodland Trail Greenway Association
- Parks and Sidewalks Campaign Committee of 2004
- North Capitol Campus Heritage Park Development Association

# 2020/2021 End of Year General Fund Allocation - - Adopted at May 4, 2021 Council Meeting

Updated: 4/27/2021

Attachment #1

2020/2021 EOY GENERAL FUND FUND ALLOCATION RECOMMENDATION				2020/2021 Funds	\$3,983,778
Line ID	Department	Exp Description	Expenditure	OT/OG*	Allocation
1	CPD	Squaxin Interpretive Sign/Display	25,000	OT	25,000
2	CPD	Housing Market Study Update	50,000	OT	50,000
3		<b>Subtotal Community Planning &amp; Development</b>			<b>75,000</b>
4	FIN	Budgetary Software Licenses (Workiva)	11,250	OG	11,250
5	FIN	Business Accountant Add'l - CP&D	12,000	OG	12,000
6		<b>Subtotal Finance</b>			<b>23,250</b>
7	GEN CITY	2021 Expenditure Reductions (excludes vacancies)	952,688	OG	952,688
8	GEN CITY	ERP Financial Software Contribution	200,000	OG	200,000
9	GEN CITY	1% COLA - Independent Employees (Retro Jan - Jun 2021)	120,000	OT	120,000
10		<b>Subtotal General City</b>			<b>#####</b>
11	OCM - Strategic Initiatives	Police Auditor - Add'l Funding	70,000	OG	70,000
12	OCM - Strategic Initiatives	Public Safety Plan	100,000	OT	100,000
13	OCM - Strategic Initiatives	Demonstration Review	100,000	OT	100,000
14	OCM - Strategic Initiatives	Data Visualization	50,000	OT	50,000
15	OCM - Housing/Homeless Response	Interfaith Works Commitment	250,000	OT	250,000
16	OCM - Housing/Homeless Response	Homeless Response Support	150,000	OG	150,000
17	OCM - Housing/Homeless Response	Homeless Scattered Site Support	300,000	OG	300,000
18		<b>Subtotal Office of City Manager</b>			<b>#####</b>
19	OFD	Regional Fire Authority Study	150,000	OT	150,000
20	OFD	Basic Life Support Transport Financial Study	50,000	OT	50,000
21		<b>Subtotal Olympia Fire Department</b>			<b>200,000</b>
22	OPD	OPD Guild 2020 Retro Pay	190,000	OT	190,000
23	OPD	Critical Response Unit Expansion Pilot	250,000	OT	250,000
24		<b>Subtotal Olympia Police Department</b>			<b>440,000</b>
25	OFD/OPD	Public Safety Asset Management	200,000	OG	200,000
26		<b>Subtotal Public Safety</b>			<b>200,000</b>
27	PW	Building Repair & Maintenance	500,000	OG	500,000
28	PW	Snowplows - plows, not trucks	50,000	OT	50,000
29		<b>Subtotal Public Works</b>			<b>550,000</b>
30		<b>Department Grand Totals</b>			<b>#####</b>
31		Remaining to Unallocated Fund Balance Reserve			<b>202,840</b>
32		<b>Grand Total</b>			<b>3,983,778</b>





## Metropolitan Park District Board

### Presentation of Advisory Committee's Recommendation on the 2022 Preliminary Budget

**Agenda Date:** 10/19/2021  
**Agenda Item Number:** 4.C  
**File Number:** 21-1005

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**Type:** report   **Version:** 1   **Status:** OMPD Agenda Ready

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#### **Title**

Presentation of Advisory Committee's Recommendation on the 2022 Preliminary Budget

#### **Recommended Action**

##### **Committee Recommendation:**

Receive report from Olympia Metropolitan Park District (OMPD) Advisory Committee on 2022 Preliminary Budget

#### **Report**

##### **Issue:**

Receive report from OMPD Advisory Committee on 2022 Preliminary Budget

##### **Staff Contact:**

Sylvana Niehuser; Director of Parks Planning and Maintenance; 360.753.8068

##### **Presenter(s):**

Sylvana Niehuser; Director of Parks Planning and Maintenance

#### **Background and Analysis:**

Section 4.1.3. of the OMPD Interlocal Agreement states that the OMPD Advisory Committee shall "provide an annual report to the City Council and OMPD Board regarding the City's compliance with the funding levels in (i.) through (iv.) in Section 4.1.1." Section (i.) refers to the requirement that the City allocate 11% of General Fund revenues to the Parks, Arts and Recreation Department (OPARD). Section (ii.) refers to the use of the 2% utility tax revenues and section (iii.) refers to the use of one half of the 1% Non-Voted Utility Tax. Section (iv.) refers to the requirement that the remaining one-half of the Non-Voted Utility Tax be used to acquire new park land and to maintain and develop those acquired park properties, with a priority on acquisition to the extent practicable.

In addition to providing the required annual compliance report on the previous year's budget, the Advisory Committee typically provides the Board a report on the upcoming year's proposed budget to ensure compliance as well (attached). Roger Horn, Chair of the Advisory Committee, will present the report.

**Neighborhood/Community Interests (if known):**

The YES Olympia Parks coalition was heavily involved in the formation of the Olympia Metropolitan Park District and some of their members continue to take a strong interest in the activities of the OMPD Advisory Committee and Board.

**Options:**

Receive report from Olympia Municipal Park District (OMPD) Advisory Committee on 2022 Preliminary Budget

**Financial Impact:**

N/A

**Attachments:**

OMPD Advisory Committee Letter of Recommendation



MEMORANDUM

**TO:** Olympia Metropolitan Park District (OMPD) Board  
**FROM:** Roger Horn, Chair, OMPD Advisory Committee *Roger Horn*  
**DATE:** October 14, 2021  
**SUBJECT:** OMPD Advisory Committee Recommendation on Preliminary 2022 Budget

At our October 13, 2021 meeting, the OMPD Advisory Committee received a presentation on the Olympia Parks, Arts and Recreation Department's (OPARD) preliminary 2022 budget as it pertains to the Interlocal Agreement.

Capital Budget

The Preliminary 2022 Capital Facilities Plan sets aside \$2,635,770 in Utility Tax for park land acquisition and pathways.

- \$1,012,513 is for bond repayment for prior land acquisitions
- \$1,598,257 for acquisition & related costs.
- \$25,000 for public pathways that connect to parks.

These amounts are intended to meet the requirements in sections 4.1.1 (ii., iii., and iv.). We believe that the 2022 Preliminary Capital Facilities Plan is compliant with all requirements of the Interlocal Agreement.

The OMPD Advisory Committee recommends that, in addition, the City restore \$200,000 in 2022 for funds that were diverted in 2020.

Operating Budget

OPARD was directed to prepare a preliminary 2022 Operating Budget with the same level of service as the current 2021 budget. The 2021 budget was restored from previous cuts to 11% of the City's general fund revenue. OPARD expects to meet the 11% general fund revenues in 2022 as required per section 4.1.1 (i.) of the Interlocal Agreement.

It is our understanding that OPARD's 2022 budget will be available for review on November 1, 2021. Once revenue projections are available and OPARD's budget is revised accordingly, staff will inform the Advisory Committee on the compliance status with regards to this part of the Interlocal Agreement.

Our committee will be reviewing the 2021 expenditures in the spring of 2022 and will provide a report for your review at that time.

Thank you for taking the time to consider our recommendation. Please feel free to contact me at rhorn@ci.olympia.wa.us if you have questions or comments.



## Metropolitan Park District Board

### Public Hearing on the 2022 Preliminary OMPD Budget

**Agenda Date:** 10/19/2021  
**Agenda Item Number:** 4.D  
**File Number:** 21-1006

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**Type:** public hearing **Version:** 1 **Status:** OMPD Agenda Ready

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#### **Title**

Public Hearing on the 2022 Preliminary OMPD Budget

#### **Recommended Action**

##### **Board Treasurer Recommendation:**

Hold the public hearing and receive testimony on the 2022 Preliminary OMPD Budget.

#### **Report**

##### **Issue:**

Whether to hold a hearing for the public to comment on the 2022 Preliminary OMPD Budget.

#### **Staff Contact:**

Sylvana Niehuser, Director of Parks Planning and Maintenance, Parks, Arts and Recreation,  
360.753.8068

#### **Presenter(s):**

Sylvana Niehuser, Director of Parks Planning and Maintenance

#### **Background and Analysis:**

Staff presented the proposed 2022 OMPD budget to the OMPD Advisory Committee on October 13, 2021. The proposed budget of \$4,901,716 would result in an estimated 2022 levy rate of approximately \$.545/1000 assessed value. This hearing provides an opportunity for the OMPD Board to hear from the public on the budget of the Olympia Metropolitan Park District.

#### **Neighborhood/Community Interests (if known):**

The YES Olympia Parks coalition was heavily involved in the formation of the Olympia Metropolitan Park District and some of their members continue to take a strong interest in the activities of the OMPD Advisory Committee and Board.

#### **Options:**

1. Hold a public hearing. Close the hearing and direct staff to prepare Budget Resolution in the amount of \$4,901,716 for OMPD Approval on November 9, 2021.

2. Hold a public hearing. Close the hearing and direct staff to prepare Budget Resolution in a different amount.
3. Hold a public hearing. Do not close the hearing and schedule a special meeting to continue the public hearing.

**Financial Impact:**

Provides property tax revenue to the District in the amount of \$4,901,716.

**Attachments:**

Presentation



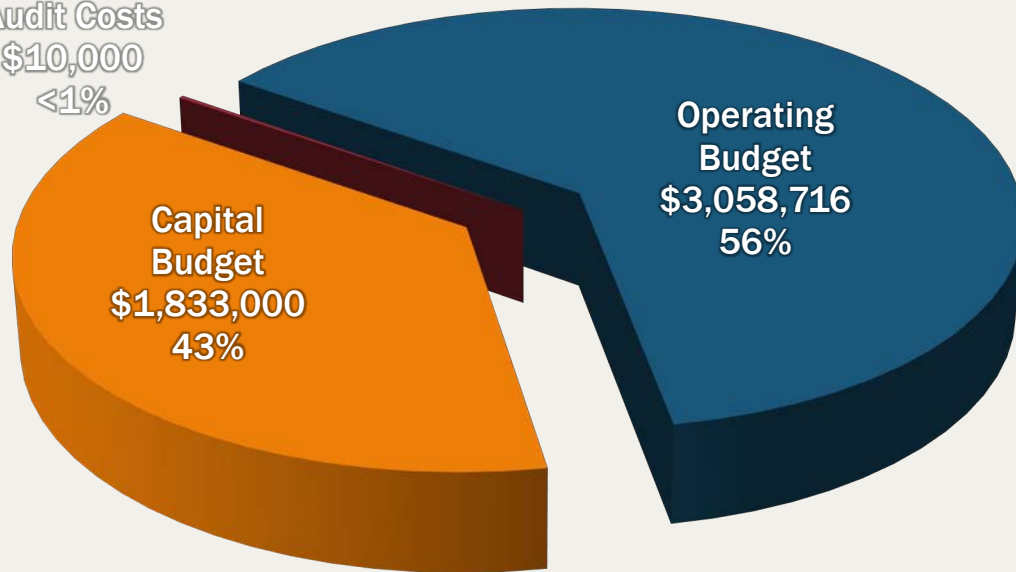
METROPOLITAN PARK DISTRICT  
OLYMPIA

# OLYMPIA METROPOLITAN PARK DISTRICT PRELIMINARY BUDGET

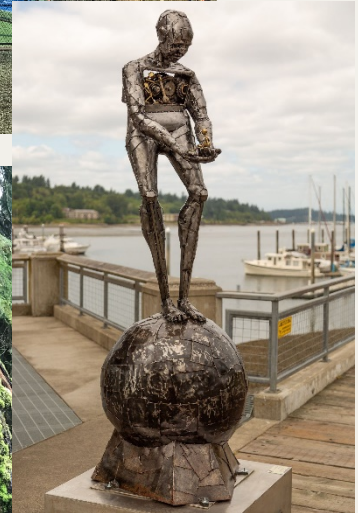
OMPD Board Meeting  
October 19, 2021

# 2022 PRELIM OMPD BUDGET

Insurance &  
Audit Costs  
\$10,000  
<1%



Total: \$4,901,716



# 2022 PRELIM OMPD OPERATING BUDGET

Parks Maintenance	\$2,026,032
Park Stewardship/Ranger Program	\$786,525
Planning & Design	\$163,309
Arts Program & Maintenance	<u>\$82,850</u>
Total:	\$3,058,716



# 2022 PRELIM OMPD CAPITAL BUDGET

Capital Asset Management Program (CAMP)	\$725,000
Armory Redevelopment Design	\$250,000
Percival Landing	\$158,000
Maintenance Reserve - \$150,000	
Annual Inspection - \$8,000	
ADA Facility Upgrades	\$200,000
Yelm Highway Community Park Phase I	<u>\$500,000</u>
Total:	\$1,833,000

# 2022 PROPOSED LEVY

**2022 Proposed OMPD Budget**

**\$4,901,716**

**Estimated 2022 Levy:**

**\$0.545/1,000 AV**

**Maximum Levy Allowed:**

**\$0.75/1,000 AV**

# TIMELINE

<b>Tonight</b>	<b>Public Hearing on Budget and Ad Valorem Tax</b>
<b>November 9</b>	<b>Adopt Budget and set Ad Valorem Tax</b>

# QUESTIONS AND DISCUSSION



**New Playground at Friendly Grove Park**



## Metropolitan Park District Board

### Public Hearing on the 2022 OMPD Ad Valorem Tax

**Agenda Date:** 10/19/2021  
**Agenda Item Number:** 4.E  
**File Number:** 21-1004

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**Type:** public hearing **Version:** 1 **Status:** OMPD Agenda Ready

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#### Title

Public Hearing on the 2022 OMPD Ad Valorem Tax

#### Recommended Action

##### Board Treasurer Recommendation:

Hold a public hearing on the 2022 Olympia Metropolitan Park District (OMPD) Ad Valorem Tax. Close the hearing, and direct staff to prepare an Ad Valorem Tax Resolution to be presented at the next meeting of the OMPD Board.

#### Report

##### Issue:

Whether to hold a hearing for the public to comment on the Ad Valorem Tax and direct staff to prepare a resolution for future OMPD Board approval.

##### Staff Contact:

Aaron BeMiller, OMPD Board Treasurer, 360.753.8465

##### Presenter(s):

Aaron BeMiller, OMPD Board Treasurer

##### Background and Analysis:

The Olympia Metropolitan Park District (OMPD) is required to adopt a property tax levy resolution and file a levy certification with the County by November 30, 2021.

A public hearing on revenue sources, including property tax, is required prior to the adoption of the property tax levy (RCW 84.55.120). The proposed OMPD 2022 revenue only includes property tax. Notice of the hearing was published on October 6 and October 13. The levy is based on the budget, which includes amounts to be paid to the City of Olympia and administrative costs.

The preliminary OMPD Budget is \$4,901,716. Based on the assessed valuation of the District the projected levy rate per \$1,000 assessed value is \$0.545.

**Neighborhood/Community Interests (if known):**

The 2022 estimated levy rate of \$0.545 is the same as the 2021 rate of \$0.545 per \$1,000 of assessed property valuation. The annual cost on a single-family home valued at \$375,000 would be approximately \$204 per year or \$17.03 per month.

**Options:**

1. Hold a public hearing. Close the hearing and direct staff to prepare an Ad Valorem Tax Resolution in the amount of \$4,901,716 for OMPD Approval on November 9, 2021.
2. Hold a public hearing. Close the hearing and direct staff to prepare an Ad Valorem Tax Resolution in a different amount.
3. Hold a public hearing. Do not close the hearing and schedule a special meeting to continue the public hearing.

**Financial Impact:**

Provides \$4,901,716 in property tax revenue to the Olympia Metropolitan Park District

**Attachments:**

None