



Meeting Agenda

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Tuesday, September 24, 2019

7:00 PM

Council Chambers

1. ROLL CALL

1.A ANNOUNCEMENTS

1.B APPROVAL OF AGENDA

2. SPECIAL RECOGNITION

2.A [19-0867](#) Special Recognition - Proclamation Recognizing National Voter Registration Day

Attachments: [Proclamation](#)

2.B [19-0853](#) Special Recognition - Proclamation Recognizing Charles Mitchell Day

Attachments: [Proclamation](#)

2.C [19-0705](#) Special Recognition - Proclamation Declaring October as Walk to School Month

Attachments: [Proclamation](#)

[Walk N Roll 2018-19 School Year Report](#)

2.D [19-0843](#) Special Recognition - Park Stewardship Volunteer and Group of the Year

3. PUBLIC COMMENT

(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.

- 4.J [19-0871](#) Approval of an Ordinance to Repeal Ordinance 7200 that Imposed the Maximum Sales and Use Tax for Affordable Housing Permitted by SHB 1406

Attachments: [Ordinance](#)
[Ordinance 7200](#)

5. **PUBLIC HEARING - None**

6. **OTHER BUSINESS**

- 6.A [19-0846](#) Downtown Parking Strategy in 2020 Update

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 [19-0868](#) 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 Council

Special Recognition - Proclamation Recognizing National Voter Registration Day

Agenda Date: 9/24/2019
Agenda Item Number: 2.A
File Number: 19-0867

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

Title

Special Recognition - Proclamation Recognizing National Voter Registration Day

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Proclaim September 24, 2019 as National Voter Registration Day in the City of Olympia.

Report

Issue:

Whether to proclaim September 24, 2019 as National Voter Registration Day in the City of Olympia.

Staff Contact:

Susan Grisham, Executive Assistant, 360.753.8244

Presenter(s):

Mary Hall, Thurston County Auditor

Background and Analysis:

Thurston County and its cities annual participate in National Voter Registration Day, a nationwide effort to encourage citizens to register to vote.

Attachments:

Proclamation

PROCLAMATION

WHEREAS, registering to vote empowers eligible citizens to exercise their right to vote on Election Day; and

WHEREAS, the City of Olympia is committed to strengthening democracy by encouraging voter registration and increasing participation in all elections; and

WHEREAS, civic-minded people and organizations have collaborated to establish September 24, 2019 as NATIONAL VOTER REGISTRATION DAY; and

WHEREAS, the goal for the 2019 National Voter Registration Day is to create awareness of elections and motivate eligible citizens to vote in coming months; and

WHEREAS, the strength of our democracy depends on the willingness of our citizens to participate by choosing the people who will lead us and by voicing their opinions on important matters that will come before the voters on Election Day.

NOW, THEREFORE, BE IT RESOLVED, that the Olympia City Council hereby recognizes September 24, 2019 as NATIONAL VOTER REGISTRATION DAY in Olympia, and encourages all eligible city residents to register to vote.

SIGNED IN THE CITY OF OLYMPIA, WASHINGTON, THIS 24TH DAY OF SEPTEMBER 2019.

OLYMPIA CITY COUNCIL

***Cheryl Selby
Mayor***



City Council

Special Recognition - Proclamation Recognizing Charles Mitchell Day

Agenda Date: 9/24/2019
Agenda Item Number: 2.B
File Number: 19-0853

Type: recognition **Version:** 2 **Status:** Recognition

Title

Special Recognition - Proclamation Recognizing Charles Mitchell Day

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Proclaim September 24, 2019 Charles Mitchell Day in the City of Olympia.

Report

Issue:

Whether to Proclaim September 24, 2019 Charles Mitchell Day in the City of Olympia.

Staff Contact:

Marygrace Goddu, Historic Preservation Officer, Community Planning & Development, 360.753.8031

Presenter(s):

Judy Bentley, Retired teacher, Historian and Co-Author of *Free Boy*, the story of Charles Mitchell, co-authored with public historian Lorraine McConaghy

Background and Analysis:

The story of Charles Mitchel was recently discovered and researched by historians Lorraine McConaghy and Judith Bentley. It was first presented at the Museum of History and Industry in Seattle, within an exhibit on Civil War history in the Northwest, and it is the subject of a Young Adult Literature book titled *Free Boy*, published in 2013. However, this illuminating piece of local history has yet to be fully embraced and broadly shared here in Olympia.

Charles Mitchell was born into a slave family on a plantation in Maryland in 1847. At age five, Charles became a wedding gift. He was given to James Tilton, a veteran and war hero, a surveyor, and in 1853, a political appointee to Washington Territory. He was selected by the newly-elected democratic president Franklin Pierce to serve as Washington's Surveyor General.

Tilton and his family moved to Olympia in 1855, bringing Charles with them. They lived in a home on

Columbia Street between 9th and 10th Avenues (just uphill from Swing Wine Bar), and Charles was a familiar presence in Olympia. He frequently ran household errands, was training to become a steward and cook, and served at dinners and parties in the Tilton home, which was a social and political center in town. He attended school and church locally.

When he was about 12 years old, Charles was approached by African American men from Victoria, B.C., one of whom had briefly lived in Olympia. Slavery was illegal in Canada, and Victoria had a thriving Black community. These men encouraged Charles to escape to freedom with their help.

In September 1860 Charles took them up on their offer, stowing away on a steamship headed north to Victoria. He was discovered on board before arriving in Victoria, and nearly returned to slavery in Olympia. His plight became an international incident that was reported in newspapers all down the West Coast, and Tilton's protests went as far as the US Secretary of State. Legal maneuverings by a supportive community in Victoria secured Charles' freedom and welcomed him in.

Charles Mitchell's legacy includes being the first and only fugitive slave to travel from Washington Territory to the Crown Colony of Victoria on the Puget Sound Underground Railway. His story offers us a precious window into our shared past and the complicated political and social dynamics that shaped the life of this one brave boy, this community of Olympia, and this nation.

Financial Impact:

N/A

Attachments:

Proclamation

PROCLAMATION

WHEREAS, Charles Mitchell was born a slave in Maryland in 1847 and forcibly relocated to Washington Territory in 1855 by his master James Tilton; and

WHEREAS, the entrenched practice of buying, selling, and owning humans was introduced to Washington Territory by some white settlers; and

WHEREAS, Charles Mitchell was identified as a slave in Olympia, known to the general populace here, and resided in the Tilton home, now 1009 Columbia St SW; and

WHEREAS, the US Supreme Court's Dred Scott decision (1857), did render slavery legal in territories like Washington, while slavery was illegal in the British Empire, including the colony of Victoria; and

WHEREAS, African-Canadians from Victoria did reach out to the 13-year-old boy, Charles Mitchell, and encourage his escape from slavery in Olympia to freedom in Victoria, Vancouver Island; and

WHEREAS, Charles Mitchell, seeking life, liberty, and the pursuit of happiness, did on 24 September 1860 stow away on an international mail steamer headed for Victoria, aided by African-Canadians James Allen and William Davis; and

WHEREAS, Charles Mitchell's successful escape to freedom affirms the promises at the core of the American Dream; and

WHEREAS, this local story, only recently rediscovered, is an occasion to reconsider the enduring experience of American slaves and the many ways their difficulties, their contributions, and their brave persistence continue to echo in our society;

NOW, THEREFORE, the Olympia City Council does hereby proclaim September 24, 2019 as

CHARLES MITCHELL DAY

and encourages citizen awareness of this man's life and history in our community, so that we can walk the path together toward a more equitable future.

SIGNED IN THE CITY OF OLYMPIA, WASHINGTON, THIS 24TH DAY OF SEPTEMBER, 2019.

OLYMPIA CITY COUNCIL

**Cheryl Selby
Mayor**



City Council

Special Recognition - Proclamation Declaring October as Walk to School Month

Agenda Date: 9/24/2019
Agenda Item Number: 2.C
File Number: 19-0705

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

Title

Special Recognition - Proclamation Declaring October as Walk to School Month

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Proclaim October as Walk to School Month.

Report

Issue:

Whether to proclaim October as Walk to School Month.

Staff Contact:

Michelle Swanson, AICP, Associate Planner, Public Works | Transportation, 360.753.8575

Presenter(s):

Kerri Wilson, Walk N Roll Coordinator, Intercity Transit
Patrick Murphy, Superintendent, Olympia School District

Background and Analysis:

Olympia partners with other public agencies and schools to promote walking and biking to school. More students walking and biking results in less traffic congestion and air pollution around schools. Students who walk and bike to school also benefit from the increased exercise and interaction with their surroundings, which results in improved school performance.

Led by Intercity Transit's Walk-N-Roll program, the cities of Lacey, Tumwater, and Olympia, as well as Thurston County, are passing similar resolutions recognizing October as Walk to School Month. Throughout the school year, many community schools participate in monthly Walk-N-Roll events, which encourage students to walk or bike to school. In Olympia, police officers and fire fighters frequently join students for the events.

The City is also changing some streets to make it easier for students to walk to school. For example,

we recently built a raised crosswalk on Conger Avenue near Jefferson Middle School. The raised crosswalk slows traffic and increases driver awareness of people crossing the street.

Also, the compact roundabout under construction at Henderson and Eskridge is the first of two planned for Henderson Boulevard. The School District will build the second compact roundabout at Henderson and Carlyon when it expands Olympia High School. The two roundabouts will work together to calm traffic, which will make it easier and safer for students walking to Pioneer Elementary and Olympia High School.

Attachments:

Proclamation

Walk-N-Roll 2018-2019 School Year Report

PROCLAMATION

WHEREAS, walking to school can build activity into a child's daily routine, improving health and school performance, and

WHEREAS, driving students to school in private vehicles contributes to traffic congestion and air and water pollution, and

WHEREAS, the City of Olympia constructs sidewalks, crossing improvements and neighborhood pathways to help students safely walk to school, and

WHEREAS, members of the Olympia Police Department & Olympia Fire Department join Olympia schoolchildren in monthly walk to school events; and

WHEREAS, in the month of October, children, family members, and community leaders around the world are joining together for Walk to School events,

NOW, THEREFORE, BE IT RESOLVED that the Olympia City Council hereby proclaims the month of October 2019 as

"WALK TO SCHOOL MONTH"

in the City of Olympia and encourages families, school employees, and community leaders to show children that walking is a fun, safe, and healthy way to get to destinations in their neighborhoods, whether they are schools, parks, or other places. All community leaders can contribute to a culture of pedestrian safety year round, even when driving, by slowing down to 20 mph in school zones and stopping for pedestrians who are trying to cross the street.

WALK N ROLL

A Youth Education Program of Intercity Transit

2018-2019 Olympia School Year Report



International Walk to School Day.



Walk N Roll to School at Hansen.



Students touring Intercity Transit.



Walk N Roll to School at Pioneer.

During the 2018-2019 school year the Walk N Roll program partnered with **12 schools** in the Olympia School District to provide education and outreach on biking, walking and riding the bus to **4,462 students and their families**. Walk N Roll aims to increase physical activity, teach bike and pedestrian safety skills, and expose youth to transportation options.

Public Transportation Education and Field Trips

- Educated 243 students on the importance of public and active transportation through classroom presentations.
- Provided free transportation for 18 community field trips using the Class Pass.
- Took 188 students on Rolling Classroom field trips which included a bus ride and a tour of Intercity Transit's facility.

Walk N Roll to School

- Partnered with the district to obtain the Walk to School Month proclamation for the City of Olympia.
- Supported National Bike to School Day in six schools with 212 participants and International Walk to School Day in eight schools with 723 participants.
- Educated 360 students and their families about bike and pedestrian safety at four school events.
- Partnered with six schools to promote 40 Walk N Roll to School Days with 1,979 participating students, families and community members.



Kindergarteners on a Rolling Classroom.



Walk N Roll to School at Roosevelt.



Jefferson Earn-A-Bike students.



Practicing bike safety skills.



Students learning bike safety skills.



Teaching bike and walk safety.



Student with their new bike.

Bike Safety Education and Encouragement

- Organized a two-week bike challenge in six schools with 144 student participants. Students won prizes related to bike safety, such as helmets and lights.
- Taught four Earn-A-Bike sessions at Jefferson Middle School, providing eight hours of education to 32 students on bike safety and basic mechanic skills.
- Volunteers rebuilt 28 bikes that were given to students in the Earn-A-Bike classes. Students also received a bike helmet, light set and lock.

Student Artwork

- Displayed 130 student's artwork from five schools at the Walk N Roll Youth Education Center during Spring Arts Walk.



Students learning how to change a flat tire.



Earn-A-Bike students from Jefferson Middle School.



City Council

Special Recognition - Park Stewardship Volunteer and Group of the Year

Agenda Date: 9/24/2019
Agenda Item Number: 2.D
File Number: 19-0843

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

Title

Special Recognition - Park Stewardship Volunteer and Group of the Year

Recommended Action

Committee Recommendation:

Not referred to a Committee

City Manager Recommendation:

Recognize the Park Stewardship Volunteer and Group of the Year

Staff Contact:

Amy Stull, Park Stewardship Supervisor/Parks, Arts and Recreation, 360.753.8258

Presenter(s):

Amy Stull, Park Stewardship Supervisor
Jennifer Gessley Gayman, Program Specialist

Background and Analysis:

The Volunteers in Parks program provides an opportunity for citizens to actively participate in park stewardship through park enhancement, environmental protection and program support. The Park Stewardship division oversees this work and recognizes the value of the more than 8,000 hours of volunteer effort donated each year.

At the annual volunteer recognition event, two awards are given for outstanding service in the previous year. This special recognition will honor Volunteer of the Year Jan Vleck, Park Steward at Watershed Park, and Group of the Year, Olympia Horseshoe Club.

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 September 10, 2019 City Council Meeting Minutes

Agenda Date: 9/24/2019
Agenda Item Number: 4.A
File Number: 19-0873

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

Title

Approval of September 10, 2019 City Council Meeting Minutes



Meeting Minutes - Draft

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Tuesday, September 10, 2019

7:00 PM

Council Chambers

1. ROLL CALL

Present: 6 - Mayor Cheryl Selby, Councilmember Jim Cooper, Councilmember Clark Gilman, Councilmember Nathaniel Jones, Councilmember Lisa Parshley and Councilmember Renata Rollins

Excused: 1 - Mayor Pro Tem Jessica Bateman

1.A ANNOUNCEMENTS

City Manager Steve Hall provided an update on the City's homelessness response related to the 4th Avenue Bridge. He indicated that faith communities, in particular First Christian Church, have reached out for new partnerships. He announced the clean-up under the 4th Avenue Bridge has been paused to explore partnerships and seek real action.

Homeless Response Coordinator Colin DeForrest gave an update on the City's homelessness response.

Councilmembers asked clarifying questions.

1.B APPROVAL OF AGENDA

[19-0829](#) Approval of Agenda Motions

Councilmember Cooper moved, seconded by Councilmember Parshley, to approve the agenda.

Councilmember Jones moved, seconded by Councilmember Rollins, to amend the agenda to add an action item regarding the camp under the 4th Avenue Bridge immediately following agenda approval and before any item before the Council tonight. The motion carried by the following vote:

Aye: 5 - Councilmember Cooper, Councilmember Gilman, Councilmember Jones, Councilmember Parshley and Councilmember Rollins

Nay: 1 - Mayor Selby

Excused: 1 - Mayor Pro Tem Bateman

Councilmember Jones moved, seconded by Councilmember Rollins, that unless there are imminent harms to safety, health, or environment that are

impossible to mitigate through partnerships, facilitation, and problem solving, the City of Olympia will delay clearing the unsanctioned camp under the 4th Avenue Bridge unless and until a comparable, appropriate alternative location is designated for this particular community. He further moved to direct the City Manager to prioritize as an emergency the sheltering of the campers at this site and that he actively partner with members of the faith community and others to support appropriate interim arrangements until permanent facilities are available; that this Council and the community be provided with regular progress reports on this process and that any future camp clearances which might trigger the need for advance notice to the occupants be brought before Council for affirmative approval before action is taken. The motion carried by the following vote:

Aye: 5 - Councilmember Cooper, Councilmember Gilman, Councilmember Jones, Councilmember Parshley and Councilmember Rollins

Nay: 1 - Mayor Selby

Excused: 1 - Mayor Pro Tem Bateman

Mayor Selby spoke against the motion. Councilmember Jones spoke in support of the motion. Mr. Hall suggested simplifying the motion to enable staff to carry out the Council's intent.

Councilmember Gilman moved, seconded by Councilmember Cooper, to amend Councilmember Jones' motion to strike all text from the motion except the following: that the City of Olympia will delay clearing the unsanctioned camp under the 4th Avenue Bridge until a comparable, safe, and appropriate alternative location is available for this community. The motion carried by the following vote:

Aye: 5 - Councilmember Cooper, Councilmember Gilman, Councilmember Jones, Councilmember Parshley and Councilmember Rollins

Nay: 1 - Mayor Selby

Excused: 1 - Mayor Pro Tem Bateman

Councilmember Rollins highlighted the success of the Nickerson Camp pilot program and spoke in support of adding more innovative and cost-effective informal camps.

Councilmember Rollins moved, seconded by Councilmember Parshley, that the City of Olympia shall pursue a strategy of culturally appropriate, culturally humble community facilitation and organization in partnership with faith organizations, service providers, and unsheltered constituents as the City's preferred response to informal or unsanctioned encampments. The motion failed by the following vote:

Nay: 6 - Mayor Selby, Councilmember Cooper, Councilmember Gilman, Councilmember Jones, Councilmember Parshley and Councilmember Rollins

Excused: 1 - Mayor Pro Tem Bateman

Councilmember Gilman suggested it would be best to keep the motion simple for tonight's action. Councilmember Rollins agreed to step away from the amendment and work with Councilmembers Gilman and Parshley to move forward regarding informal and unsanctioned camps.

The original motion to approve the agenda, including all the motions made and acted on, carried by the following vote:

Aye: 5 - Councilmember Cooper, Councilmember Gilman, Councilmember Jones, Councilmember Parshley and Councilmember Rollins

Nay: 1 - Mayor Selby

Excused: 1 - Mayor Pro Tem Bateman

2. SPECIAL RECOGNITION

- 2.A [19-0805](#) Special Recognition - Proclamation Recognizing World Bone Marrow Donor Day

Councilmember Parshley read and accepted the proclamation.

The recognition was received.

3. PUBLIC COMMENT

The following people spoke: Jon Pettit, Jeff Sowers, Shanti Mai, Amy Lacroix, Carol Johnson, Shannon Pardee, Raging Grannies, Opie Tyler, Loren Freeman, Linda Nielsen, and Mark Perry.

4. CONSENT CALENDAR

- 4.A [19-0807](#) Approval of August 20, 2019 City Council Meeting Minutes

The minutes were adopted.

- 4.B [19-0800](#) Approval of the Use of the Council Policy Analyst for Work Related to an Economic Ecosystem Study

The decision was adopted.

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: 6 - Mayor Selby, Councilmember Cooper, Councilmember Gilman, Councilmember Jones, Councilmember Parshley and Councilmember Rollins

Excused: 1 - Mayor Pro Tem Bateman

4. SECOND READINGS (Ordinances) - None

4. FIRST READINGS (Ordinances) - None

5. PUBLIC HEARING

5.A [19-0779](#) Public Hearing on Astound Broadband, LLC’s Application for a Master Use Permit

City Engineer Fran Eide gave an overview of the Master Use Permit for Astound Broadband, LLC.

Councilmembers asked clarifying questions.

Mayor Selby opened the public hearing at 8:48 p.m. No one spoke, so the public hearing was closed at 8:48 p.m.

Mayor Selby moved, seconded by Councilmember Cooper, to approve the application for a Master Use Permit and direct staff to prepare a Master Use Permit Ordinance. The motion carried by the following vote:

Aye: 6 - Mayor Selby, Councilmember Cooper, Councilmember Gilman, Councilmember Jones, Councilmember Parshley and Councilmember Rollins

Excused: 1 - Mayor Pro Tem Bateman

6. OTHER BUSINESS - None

7. CONTINUED PUBLIC COMMENT

The following people spoke: Tye Gundel, Robert Bruce, Brad Morrill, and Lisa Illahee.

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 reported Thursday is the annual employee recognition barbeque.

9. ADJOURNMENT

Mayor Selby announced next week's meeting will be a Study Session only so there will be no Public Comment.

The meeting adjourned at 9:15 p.m.



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

City Council

Approval of September 17, 2019 Study Session Meeting Minutes

Agenda Date: 9/24/2019
Agenda Item Number: 4.B
File Number: 19-0874

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

Title

Approval of September 17, 2019 Study Session Meeting Minutes



Meeting Minutes - Draft

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Tuesday, September 17, 2019

5:30 PM

Council Chambers

Study Session

1. ROLL CALL

Present: 7 - Mayor Cheryl Selby, Mayor Pro Tem Jessica Bateman, Councilmember Jim Cooper, Councilmember Clark Gilman, Councilmember Nathaniel Jones, Councilmember Lisa Parshley and Councilmember Renata Rollins

2. BUSINESS ITEMS

2.A [19-0728](#) Special Recognition - Waste ReSources Award Winning Staff

Waste ReSources Director Gary Franks recognized Robert Landis, Mark Clawson, and Kris Carpenter for placing first in the Solid Waste Association of North America (SWANA) 2019 Northwest Equipment Road-E-O.

The recognition was received.

2.B [19-0587](#) Waste ReSources Update: Briefing on the City's Residential Recycling Program

Councilmember Cooper discussed several items that would not be covered in the presentation. Through his role on the Solid Waste Advisory Committee (SWAC) he appointed Mr. Franks on an RFP workgroup for a regional waste resources contract. He noted the regional solid waste plan is moving forward with development and once further developed will come to the City Council for approval.

Mr. Franks shared the history of recycling in Olympia, the scope of current waste services, the current acceptable materials list, and each step in the recycling system. He discussed the 2017 China National Sword, its change in accepting global recycling supply, financial impacts, and the market response to this change. He noted changes to recycling sorting requested by the processor.

Mr. Franks discussed the City's response to date which includes managing finance; educating the public; and reducing contamination and program evaluation. He shared the utility finance and revenue shortfall. He gave an overview of education and outreach efforts. He shared the plan for education and evaluation to reduce contamination. He outlined recommended actions on how to move forward with glass recycling.

Councilmembers asked clarifying questions.

The study session was completed.

3. EXECUTIVE SESSION

3.A [19-0837](#) Executive Session Pursuant to RCW 42.30.110(1)(i); Litigation and Potential Litigation

Mayor Selby recessed the meeting to Executive Session at 6:50 p.m. pursuant to RCW 42.30.110(1)(i) to discuss litigation and potential litigation matters. She announced no decisions would be made, the meeting was expected to last no longer than 45 minutes, and the Council would adjourn immediately following the Executive Session. The City Attorney was present at the Executive Session.

The executive session was held and no decisions were made.

4. ADJOURNMENT

The meeting adjourned at 7:25 p.m.



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

City Council

Bills and Payroll Certification

Agenda Date: 9/24/2019
Agenda Item Number: 4.C
File Number: 19-0875

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

Title
Bills and Payroll Certification

8.15.19

CITY OF OLYMPIA PAYROLL CERTIFICATION

The Administrative Services 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 8/15/2019 have been examined and are approved as recommended for payment.

Employees Gross Pay:	<u>\$ 2,380,497.26</u>
Employer Share of Benefits:	<u>\$ 816,077.37</u>
TOTAL	<u><u>\$ 3,196,574.63</u></u>

2,380,497.26000+
 816,077.37000+
 3,196,574.63000*+

Payroll Check Numbers _____ Manual Checks
 And _____ Fire Pension Checks
 And _____ Manual Checks
 And 92288 92309 Semi Payroll Checks

and Direct Deposit transmission.

8.22.19
DATE

Rebbie L. Sullivan
ADMINISTRATIVE SERVICES DIRECTOR

**CITY OF OLYMPIA
PAYROLL CERTIFICATION**

The Administrative Services 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 **8/31/2019** have been examined and are approved as recommended for payment.

Employees Gross Pay:	<u>\$ 2,342,341.24</u>
Fire Pension Gross Pay:	<u>\$ 29,689.06</u>
Employer Share of Benefits:	<u>\$ 776,332.74</u>
Employer Share of LEOFF I Police Post-Retirement Benefits:	<u>\$ 25,197.06</u>
Employer Share of LEOFF I Fire Post-Retirement Benefits:	<u>\$ 1,448.88</u>
TOTAL	<u><u>\$ 3,175,008.98</u></u>

2,342,341.24000+
 - 29,689.06000+
 776,332.74000+
 25,197.06000+
 1,448.88000+
 3,175,008.98000+

Payroll Check Numbers	_____	_____	Manual Checks
And	<u>92310</u>	<u>92314</u>	Fire Pension Checks
And	_____	_____	Manual Checks
And	<u>92315</u>	<u>92330</u>	Semi Payroll Checks

and Direct Deposit transmission.

9/5/19
DATE

Debbie L. Sullivan
ADMINISTRATIVE SERVICES DIRECTOR



City Council

Adoption of a Resolution Approving Interim City Manager Employment Agreement

Agenda Date: 9/24/2019
Agenda Item Number: 4.D
File Number: 19-0864

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

Title

Adoption of a Resolution Approving Interim City Manager Employment Agreement

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Not applicable

Report

Issue:

Whether to adopt a resolution approving an Interim City Manager Employment Agreement with Steven J. ("Jay") Burney.

Staff Contact:

Mark Barber, City Attorney, 360.753.8338.

Presenter(s):

None - Consent Calendar Item.

Background and Analysis:

City Manager Steven R. Hall has given the City notice of his retirement at the conclusion of business on November 7, 2019. The Olympia City Council is vested with the authority under state law to designate a qualified administrative officer to perform the duties of manager as prescribed by law. The Council seeks to employ an Interim City Manager starting November 8, 2019, with the appropriate executive and administrative qualifications and knowledge of the accepted practice in duties of a city manager. The Interim City Manager Employment Agreement with Steven J. ("Jay") Burney will fulfill Council's goals while the Council weighs its options.

Neighborhood/Community Interests (if known):

Unknown.

Options:

1. Adopt the resolution approving the Interim City Manager Employment Agreement with Steven J. ("Jay") Burney.
2. Do not adopt the resolution.
3. Direct staff to take other action.

Financial Impact:

Base salary will be \$175,249.59 per year, which is comparable to current City Manager salary compensation.

Attachments:

Resolution
Agreement

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON
APPROVING AN AGREEMENT TO EMPLOY STEVEN J. ("JAY") BURNEY AS INTERIM CITY
MANAGER FOR THE CITY OF OLYMPIA.**

WHEREAS, the City's current City Manager, Steven R. Hall, has given the City of Olympia notice of his retirement at the conclusion of business on November 7, 2019, after sixteen years of service with the City as its City Manager; and

WHEREAS, pursuant to RCW 35A.13.150, the Olympia City Council is vested with the lawful authority to designate a qualified administrative officer for the City to perform the duties of manager as prescribed by law; and

WHEREAS, the Olympia City Council has the powers and authority granted to any code city organized under the council-manager plan as provided in RCW Chapter 35A.13 and granted to legislative bodies of cities governed by the Optional Municipal Code as more particularly described in RCW Chapter 35A.11, except insofar as such power and authority is vested in the position of city manager as provided by law; and

WHEREAS, it is the duty of the Olympia City Council to provide for an interim city manager with the appropriate executive and administrative qualifications, and knowledge of the accepted practice in respect to the duties of a city manager, following the retirement of the City's current City Manager; and

WHEREAS, the powers and duties of the interim city manager shall be as provided in RCW 35A.13.080, to wit: (1) to have general supervision over the administrative affairs of the City; (2) to appoint and remove at any time all department heads, officers, and employees of the City, except members of the council, and subject to the provisions of any applicable law, rule or regulation relating to civil service; provided that the council confirm a city planning commission, and other advisory citizens' committees, commissions, and boards; (3) to attend all meetings of the council at which attendance may be required; (4) to see that all laws and ordinances are faithfully executed, subject to the authority which the council may grant the mayor to maintain law and order in times of emergency; (5) to recommend for adoption by the council such measures as may be deemed necessary and expedient; (6) to prepare and submit to the council such reports as may be required by that body or as the interim city manager may deem advisable to submit; (7) to keep the council fully advised of the financial condition of the City and its future needs; (8) to prepare and submit to the council a proposed budget for the fiscal year, as required by RCW Chapter 35A.33, and to be responsible for its administration upon adoption; and (9) to perform such other duties as the council may determine by ordinance or resolution; and

WHEREAS, the Olympia City Council desires to appoint an interim city manager following the retirement of City Manager, Steven R. Hall, and wishes to enter into this agreement to employ Steven J. ("Jay") Burney, as Interim City Manager;

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

1. The Olympia City Council hereby approves the Interim City Manager Employment Agreement between the City of Olympia and Steven J. ("Jay") Burney, upon the agreed terms within the aforesaid Agreement.
2. The Mayor is directed and authorized to execute on behalf of the City of Olympia the Interim City Manager Employment Agreement between the City of Olympia and Steven J. ("Jay") Burney and to make any minor modifications as may be required and are consistent with the intent of the aforesaid Interim City Manager Employment Agreement, or to correct any clerical or scrivener's errors.

PASSED BY THE OLYMPIA CITY COUNCIL this _____ day of _____ 2019.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



CITY ATTORNEY

INTERIM CITY MANAGER EMPLOYMENT AGREEMENT

THIS INTERIM CITY MANAGER EMPLOYMENT AGREEMENT is entered into between the OLYMPIA CITY COUNCIL on behalf of the City of Olympia, a Washington municipal corporation organized under RCW Chapter 35A.13 (hereinafter "City"), and STEVEN J. ("JAY") BURNEY (hereinafter "Burney"), and hereafter jointly referred to as the "Parties," hereby set forth the rights, responsibilities, compensation and benefits of the Olympia Interim City Manager, which are in addition to those set forth by RCW Chapter 35A.13 and other applicable Washington laws and judicial decisions, and the ordinances, resolutions, and administrative rules or guidelines of the City of Olympia.

RECITALS

WHEREAS, the City's current City Manager, Steven R. Hall, has given the City notice of his retirement at the conclusion of business on November 7, 2019, after sixteen years of service with the City as its City Manager; and

WHEREAS, pursuant to RCW 35A.13.150, the Olympia City Council is vested with the lawful authority to designate a qualified administrative officer for the City to perform the duties of manager as prescribed by law; and

WHEREAS, the Olympia City Council has the powers and authority granted to any code city organized under the council-manager plan as provided in RCW Chapter 35A.13 and granted to legislative bodies of cities governed by the Optional Municipal Code as more particularly described in RCW Chapter 35A.11, except insofar as such power and authority is vested in the position of city manager as provided by law; and

WHEREAS, it is the duty of the Olympia City Council to provide for an interim city manager with the appropriate executive and administrative qualifications, and knowledge of the accepted practice in respect to the duties of a city manager, following the retirement of the City's current City Manager; and

WHEREAS, the powers and duties of the interim city manager shall be as provided in RCW 35A.13.080, to wit: (1) to have general supervision over the administrative affairs of the City; (2) to appoint and remove at any time all department heads, officers, and employees of the City, except members of the council, and subject to the provisions of any applicable law, rule or regulation relating to civil service; provided that the council confirm a city planning commission, and other advisory citizens' committees, commissions, and boards; (3) to attend all meetings of the council at which attendance may be required; (4) to see that all laws and ordinances are faithfully executed, subject to the authority which the council may grant the mayor to maintain law and order in times of emergency; (5) to recommend for adoption by the council such measures as may be deemed necessary and expedient; (6) to prepare and submit to the council such reports as may be required by that body or as the interim city manager may deem advisable to submit; (7) to keep the council fully advised of the financial condition of the City and its future needs; (8) to prepare and submit to the council a proposed budget for the fiscal year, as required by RCW Chapter 35A.33, and to be responsible for its administration upon adoption; and (9) to perform such other duties as the council may determine by ordinance or resolution; and

WHEREAS, the Olympia City Council desires to appoint an Interim City Manager following the retirement of City Manager, Steven R. Hall, and wishes to enter into this agreement to employ Steven J. ("Jay") Burney, as interim city manager;

NOW, THEREFORE, in consideration of the mutual promises, covenants and agreements contained herein, the Parties agree as follows:

1. **Employment.** The City agrees to employ, and Burney agrees to be so employed, as the Interim City Manager for the City. Burney shall perform the duties and functions set forth as specified in RCW Chapter 35A.13 and as otherwise provided by law, and to perform such other legally permissible and proper duties and responsibilities as may be assigned by the Olympia City Council from time to time. Burney agrees to abide by the International City Management Association ("ICMA") Code of Ethics in discharging his duties on behalf of the City.

2. **Term.** Burney's term as Interim City Manager shall commence on November 8, 2019, and shall continue until the commencement of employment of a permanent replacement of a City Manager, duly selected and appointed by the Olympia City Council. It is understood and agreed that pursuant to RCW 35A.13.130 the term of this Agreement is indefinite; provided, however, that the Interim City Manager may be removed at any time by a vote of the majority of the members of the Olympia City Council subject to the statutory provisions of RCW Chapter 35A.13 and the termination and severance provisions set forth in this Agreement.

3. **Duties and responsibilities.** As Interim City Manager, Burney shall perform the duties and functions as set forth in RCW Chapter 35A.13, the Olympia Municipal Code Chapter 2.08, and the job description for the Olympia City Manager, attached hereto and incorporated herein as Exhibit A.

- A. Perform such duties and responsibilities as may be assigned by the Olympia City Council following its annual retreat, or at any Interim City Manager's performance evaluation, or at such other times as the Council may select;
- B. Comply with the International City Managers' Association Code of Ethics;
- C. Devote full-time effort to the Interim City Manager's duties with the City of Olympia and not directly or indirectly engage or participate in any activities while employed hereunder that would conflict with the best interests of the City of Olympia;
- D. Before commencing duties herein, take an oath or affirmation for the faithful performance of duties as Interim City Manager, and verify that coverage is included under the City's current fidelity bond coverage. The premium on such bond shall be paid by the City of Olympia; and
- E. Inform the Olympia City Council and obtain its consent before agreeing to accept any outside employment for which compensation will be paid, including without limitation any part-time teaching, lecturing or consulting position or work. This provision excludes any one-time presentations or guest lectures which occur infrequently and would provide de minimus honoraria or speaking stipends.

It is understood and agreed that, as Interim City Manager, the hours required will vary considerably and will sometimes be in excess of forty (40) hours per week. It is also

understood and agreed that such work in excess of forty (40) hours per week is a regular and normal part of the Interim City Manager's responsibilities, and that the Interim City Manager is not entitled to overtime or compensation beyond that specified in Section 4 of this Agreement.

4. **Compensation.** The Olympia City Council agrees that the City of Olympia shall pay the Interim City Manager compensation as herein set forth:

- A. **Base Salary:** \$175,249.59 per year.
- B. **Sick Leave:** Twelve (12) days per year, consistent with the City's administrative guidelines governing use of sick leave.
- C. **Vacation:** Twenty-four (24) days per year, with the option for the Interim City Manager to cash out up to five (5) days per year on the condition that the Interim City Manager has used at least ten (10) days of vacation in the year in which cash out is requested. The Interim City Manager may accrue no more than 480 hours of unused vacation at any time. The Interim City Manager shall accrue additional vacation leave consistent with the City's vacation policies.
- D. **Holidays.** Eleven (11) days per year, according to the holiday schedule duly adopted by the City of Olympia for other unrepresented municipal employees.
- E. **Medical, dental and vision insurance.** The City of Olympia shall pay the costs of medical, dental and vision insurance for the Interim City Manager and dependents, at the same rates available to other unrepresented municipal employees and their dependents.
- F. **Long-term disability insurance.** The City of Olympia shall pay the costs of long-term disability insurance for the Interim City Manager, consistent with the rates and terms of long-term disability insurance available for other unrepresented municipal employees.
- G. **Life insurance.** The City of Olympia shall pay the cost of premiums for term life insurance for the Interim City Manager, with a value of the Interim City Manager's then applicable annual base salary, contingent upon a successful medical examination if required by the life insurance company.
- H. **Retirement benefits.** The City of Olympia shall contribute on behalf of the Interim City Manager to the Public Employees Retirement System and Social Security at the same rate the City of Olympia contributes on behalf of other unrepresented municipal employees.
- I. **Mileage reimbursement.** The City of Olympia agrees to pay the Interim City Manager's mileage reimbursement for the use of a personal motor vehicle for municipal business purposes, consistent with the City of Olympia's policies for such reimbursements. The Interim City Manager may also use a City vehicle for trips on municipal business.

- J. General expenses. The City of Olympia agrees to pay the Interim City Manager's reimbursement of those actual, non-personal and job-related expenses that the Interim City Manager incurs in conducting business of the City of Olympia, to the extent reimbursement is permitted by state law.
- K. Conferences and dues. The City of Olympia agrees to pay the Interim City Manager's reasonable expenses for professional dues, subscriptions, training and travel required to participate in city manager associations and conferences related to professional development such as the International City Managers Association and the Washington City/County Managers Association.
- L. Civic club membership. The City of Olympia recognizes the importance of visibility for the Interim City Manager on behalf of the City and agrees to pay the Interim City Manager's annual dues for one or more local civic or other organizations approved by the Olympia City Council in an amount not to exceed \$400.00 annually. The Interim City Manager is authorized to join such local or regional organizations, but is not required to do so.

5. Indemnification. The City of Olympia expressly agrees that as a condition of the Interim City Manager's employment it shall defend, hold harmless and indemnify the Interim City Manager, and said employee's marital community, against any tort, professional, or personal liability, claim, lawsuit or demand of any kind or nature, and any and all other legal actions arising either directly or indirectly out of any alleged act, error or omission, occurring in the performance of the duties and responsibilities of the Interim City Manager on behalf of the City of Olympia.

6. Performance evaluation and compensation review. The Olympia City Council shall review and evaluate the performance and annual compensation of the Interim City Manager as follows:

- A. Performance evaluation. The Olympia City Council shall review and evaluate the Interim City Manager's performance in January and July of each year, on dates scheduled at the mutual convenience of the Parties to this employment Agreement. The January evaluation shall include consideration of the following: (a) the Interim City Manager's achievement of goals set by the Olympia City Council for the preceding year; (b) the Interim City Manager's career development; (c) an evaluation of the Interim City Manager's management skills; and (d) adoption of new Interim City Manager performance goals for the upcoming year.

The Olympia City Council and the Interim City Manager shall define such goals and performance objectives which are deemed necessary for the proper operation of the City of Olympia and in the attainment of the Olympia City Council's policy objectives and shall further establish a relative priority among those various goals and objectives. By mutual consent, the Olympia City Council and the Interim City Manager may elect to engage the services of an outside facilitator to assist in conducting the performance evaluation. Items (a) through (c) above shall be evaluated according to performance criteria separately adopted by the Olympia City Council and discussed with the Interim City Manager at the preceding January performance evaluation. The July evaluation shall include review of items (b) through (d) above, including the

Interim City Manager's progress towards them, and adjustment of the goals as necessary, as determined by the Olympia City Council.

- B. Compensation review. At the conclusion of the January evaluation described above, the Olympia City Council may, in its sole discretion, review and adjust the Interim City Manager's compensation by awarding a performance payment or providing a cost-of-living or comparable market compensation increase.

7. **Resignation and termination.** The Olympia City Council and Burney agree as follows:

- A. **Resignation.** Burney, as Interim City Manager, shall provide the Olympia City Council thirty (30) days' written notice prior to resigning, unless a different notice period is mutually agreed to by the Olympia City Council and the Interim City Manager. No severance pay shall be paid to the Interim City Manager as set forth below, in the event of such resignation. This Agreement shall terminate upon the effective date of such resignation.

- B. **Termination.**

- 1. **Just cause.** The Olympia City Council may terminate this Agreement for "just cause," which shall include, without limitation, any Interim City Manager act of dishonesty, embezzlement, theft, conviction of any felony or any crime involving driving under the influence, domestic violence, assault, battery, or moral turpitude, or a material breach of the Interim City Manager's duties described herein.

- 2. **Any other reason.** The Olympia City Council may terminate this Agreement for any reason other than "just cause," as determined in its sole discretion upon a vote of the majority of the Olympia City Council.

- 3. **Notice.** The Olympia City Council shall provide the Interim City Manager a minimum of thirty (30) days' notice of any termination, in the manner set forth in RCW 35A.13.130; provided, however, that the Olympia City Council may upon passage of the resolution referred to in RCW 35A.13.130 suspend the Interim City Manager from duty, but the pay for the Interim City Manager shall continue until the aforesaid removal becomes effective.

- 4. **Severance or reversion to prior status.** If this Agreement is terminated for any reason other than "just cause" as defined in Section 7.B.1 above, the City of Olympia shall continue to pay the Interim City Manager the then effective compensation pursuant to Section 4 above for one-hundred eighty (180) days after termination of this Agreement. In addition to the foregoing, the City of Olympia shall also continue to pay the Interim City Manager's and his dependents' medical, dental, vision, and long-term disability benefits at the then effective rates available to other unrepresented employees for a period not to exceed one-hundred eighty (180) days following the date of notice of termination; provided, however, that if the Interim City Manager is offered by the City of Olympia the opportunity to return to his previous position as Assistant City

Manager at the base salary compensation and benefits then in effect, no severance is payable. In the event the Interim City Manager obtains other employment outside the City of Olympia, severance pay shall terminate; however, medical, dental, vision, or long-term disability insurance shall continue up to one-hundred eighty (180) days until the Interim City Manager notifies the City of Olympia when such new insurance coverage with another employer is effective, and after the effective date of such coverage the City of Olympia shall no longer be obligated to maintain the Interim City Manager or his dependents under the comparable City of Olympia insurance coverage.

In the event of a change in the form of government for the City of Olympia to a mayor-council form as provided in RCW Chapter 35A.12, the Parties agree that the Interim City Manager shall be offered a comparable position as a chief administrative officer or similar executive administrative position at comparable pay, or the Interim City Manager shall receive severance pay and benefits as previously set forth in this subsection.

5. Release and hold harmless. In consideration for such severance payments, or the opportunity to return to prior employment as Assistant City Manager for the City of Olympia, the Interim City Manager agrees to cooperate in the transition to a new administration and to release and hold the City of Olympia harmless from any claims, causes of action, costs, attorneys' fees, expenses or damages related to termination as Interim City Manager or the requested resignation by a majority of the Olympia City Council.

8. **Notices.** Notices required to be delivered hereunder shall be sent as follows:

To the City of Olympia: Mayor
City of Olympia
601 4th Ave E
P.O. Box 1967
Olympia, WA 98507-1967

To the Interim City Manager: PERSONAL AND CONFIDENTIAL
Steven J. ("Jay") Burney
Interim City Manager
601 4th Ave E
P.O. Box 1967
Olympia, WA 98507-1967

Notices may be delivered either in person or at the locations set forth above by mail via United States Postal Service, registered or certified mail, postage prepaid to the addresses above. In the event that notice is mailed rather than personally delivered, the notice shall be deemed received four (4) calendar days after deposit in the mails of the United States, addressed to the addresses set forth above. Either party may change the address specified above by giving notice in writing to the other party of an address change.

9. **Entire agreement.** The terms and covenants herein constitutes the entire agreement between the Parties and supersedes any other agreements or understanding, oral or written, which may exist. This Agreement may only be amended when reduced to writing and signed by both Parties.

10. **Governing law.** This Agreement is made and shall be interpreted, construed and performed under the laws of the State of Washington.

11. **Waiver of breach.** The waiver by the City of Olympia of a breach of any term of this Agreement by the Interim City Manager shall not operate or be construed as a waiver by the City of Olympia of any subsequent breach by the Interim City Manager.

12. **Captions.** The captions and headings of the paragraphs of this Agreement are for convenience and reference only and are not to be used to interpret or define the provisions herein. This Agreement shall not be construed as if it had been prepared by one of the Parties, but rather as if both Parties had prepared it.

13. **Severability.** If any term, covenant, condition or provision of this Agreement or the application therefore to any person or circumstance shall at any time or to any extent be determined to be invalid or unenforceable, the remaining provisions hereto shall not be affected and shall be deemed valid and fully enforceable to the extent permitted by law.

14. **Assignment and successor.** The rights and obligations of the City of Olympia under this Agreement shall inure to the benefit of and be binding upon the successors and assigns of the City of Olympia. The rights and obligations of the Interim City Manager herein are non-assignable.

15. **Attorneys' fees.** Should either party bring suit to enforce this Agreement, the prevailing party in such lawsuit shall be entitled to an award of its reasonable attorneys' fees and costs incurred in connection with such lawsuit.

16. **Recitals.** The recitals set forth above are incorporated by this reference into this Agreement and are made a part hereof.

17. **Jurisdiction and venue.** In the event of an action to enforce the terms and covenants of this Agreement, the Parties agree that jurisdiction and venue is with the Thurston County Superior Court of the State of Washington.

18. **Effective date.** The term "effective date of this Agreement" or "date hereof" or "Effective Date," as used in this Agreement, shall mean the later of the following dates: (1) the date of the Interim City Manager's signature on this Agreement; or (2) the date of the City of Olympia's signature on this Agreement as authorized by the Olympia City Council.

IN WITNESS WHEREOF, the Olympia City Council, for and on behalf of the City of Olympia, a municipal corporation organized under the laws of the State of Washington, by a majority vote of the aforesaid legislative body has authorized this Agreement to be signed and executed on its behalf by its Mayor, duly approved by its City Attorney, and attested to by its City Clerk.

CITY OF OLYMPIA

Cheryl Selby, Mayor

Date: _____

ATTEST:

Debbie L. Sullivan, City Clerk

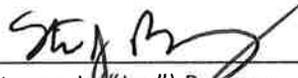
APPROVED AS TO FORM:



Mark Barber, City Attorney

The Interim City Manager acknowledges that he has the right to consult with independent legal counsel, and has elected to waive such right and acknowledges that in signing this Agreement he is not acting under fraud, duress or undue influence of any person or persons. In the event the Interim City Manager does not waive the right to consult with independent legal counsel, the fact of such consultation shall be indicated by independent legal counsel signing on the line provided below, indicating that the Agreement is approved as to form.

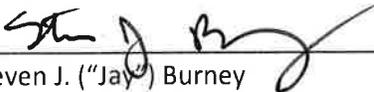
INTERIM CITY MANAGER



Steven J. ("Jay") Burney

Date: 9/18/19

Independent Legal Counsel Waived:



Steven J. ("Jay") Burney

Independent Legal Counsel, Approved as to form:

Signature

(Print name)



City Council

Approval of a Resolution Accepting a Pedestrian and Bicycle Safety Grant for the Legion Way Improvements Project

Agenda Date: 9/24/2019
Agenda Item Number: 4.E
File Number: 19-0732

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

Title

Approval of a Resolution Accepting a Pedestrian and Bicycle Safety Grant for the Legion Way Improvements Project

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve the resolution accepting the Pedestrian and Bicycle Safety Grant and authorizing the City Manager to execute all documents necessary to obligate the funds for the Legion Way Improvements Project.

Report

Issue:

Whether to accept and authorize signature of all documents necessary to obligate Pedestrian and Bicycle Safety grant funds for the Legion Way Improvements Project.

Staff Contact:

Jeff Johnstone, P.E., Senior Engineer, Public Works Engineering, 360.753.8290

Presenter(s):

None - Consent Calendar item.

Background and Analysis:

Since the acceptance of the Downtown Strategy by City Council, staff has advanced the concepts for improving four downtown streets including Legion Way. On Legion Way, resurfacing, revised pavement markings, and a raised concrete intersection are planned. The City's webpage describes these projects in more detail.

The City received Washington State funding for the Legion Way Improvements Project through the Pedestrian and Bicycle Safety program. The total estimated cost of the Legion Way Improvements Project is \$2,147,595, and the grant funds total \$795,680. The project team is completing design of

this project and construction is planned for 2020.

Neighborhood/Community Interests (if known):

Public outreach conducted in 2017 and 2018 indicated support to proceed with the design concepts for the Legion Way project. A public open house was held in May 2019 to share more specific designs for the Franklin Street and Legion Way improvement projects. In 2019 and 2020, ongoing discussion with downtown business and property owners will occur. Extensive public communication is planned through the construction of both projects.

Options:

1. Approve the resolution accepting the Pedestrian and Bicycle Safety Grant and authorizing the City Manager to execute all documents necessary to obligate the funds for the Legion Way Improvements Project. The project will proceed as planned.
2. Do not approve the proposed resolution. The City will not accept the grant funds from the Pedestrian and Bicycle Safety program.

Financial Impact:

The Legion Way Improvements project is funded as follows:

Pedestrian and Bicycle Safety Grant Funds	\$ 795,680
Local match - Transportation Capital Funds	<u>\$1,351,915</u>
Total Project Cost	\$2,147,595

Attachments:

Resolution
Agreement

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON,
ACCEPTING WASHINGTON STATE PEDESTRIAN AND BICYCLE SAFETY GRANT FUNDS FOR
THE LEGION WAY IMPROVEMENTS PROJECT**

WHEREAS, the City of Olympia applied for and received Washington State Pedestrian and Bicycle Safety grant funds (the Grant Funds) in June 2019, for the City's Legion Way Improvements Project (the Project); and

WHEREAS, the Project includes resurfacing Legion Way from Water Street to Franklin Street and includes a raised, concrete intersection at Washington Street; and

WHEREAS, the City must sign and submit to the Washington State Department of Transportation documents to obligate grant funds for a total estimated cost of \$795,680; and

WHEREAS, per Olympia Municipal Code Section 3.16.020(c), it is necessary for the City Council to accept the Washington State Pedestrian and Bicycle Safety grant funds and authorize the signature of all documents necessary to obligate funds for the Project.

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

1. The Olympia City Council hereby accepts the Washington State Pedestrian and Bicycle Safety grant funds for the amount awarded of \$795,680.
2. The City Manager is authorized and directed to execute on behalf of the City of Olympia any documents necessary to obligate Washington State Pedestrian and Bicycle grant funds for the Legion Way Improvements Project, 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.

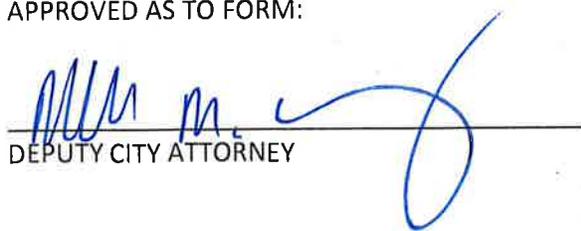
PASSED BY THE OLYMPIA CITY COUNCIL this _____ day of _____ 2019.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



DEPUTY CITY ATTORNEY



Local Programs State Funding Agreement Work by Public Agencies		Agency and Address City of Olympia P.O. Box 1967 Olympia, WA 98507-1967
Agreement Number	Maximum Amount Authorized 795,680.00	Location and Description of Work (See also Exhibit "A") Legion Way - Water Street to Franklin Street See Exhibit A for description of work.
Participating Percentage 100%	Project Number	

This AGREEMENT is made and entered into this _____ day of _____, 2019 between the STATE OF WASHINGTON, Department of Transportation, acting by and through the Secretary of Transportation, hereinafter called the "STATE," and the above named organization, hereinafter call the "AGENCY."

WHEREAS, the AGENCY is planning the work shown above, and in connection therewith, the AGENCY has requested financial assistance for the project or program, and
WHEREAS, the AGENCY has requested funds for the above shown project or program, which has been selected by the STATE for funding assistance.

NOW THEREFORE, in consideration of the terms, conditions, covenants, and performances contained herein, or attached and incorporated and made a part hereof, IT IS MUTUALLY AGREE AS FOLLOWS:

Type of Work		Estimate of Funding		
		(1) Estimated Total Project Funds	(2) Estimated Agency Funds	(3) Estimated State Funds
PE	a. Agency			
	b. Other			
	c. Other			
	d. State			
	e. Total PE Cost Estimate (a+b+c+d)	\$ 0.00	\$ 0.00	\$ 0.00
Right of Way	f. Agency			
	g. Other			
	h. Other			
	i. State			
	J. Total R/W Cost Estimate (f+g+h+i)	\$ 0.00	\$ 0.00	\$ 0.00
Construction	k. Contract	795,680.00	0.00	795,680.00
	l. Other Contract Elig L.A.	630,820.00	630,820.00	0.00
	m. Other			
	n. Other			
	o. Agency	500,000.00	500,000.00	
	p. State	2,500.00	2,500.00	
	q. Total CN Cost Estimate (k+l+m+n+o+p)	\$1,929,000.00	\$1,133,320.00	\$795,680.00
r. Total Project Cost Estimate (e+j+q)	\$1,929,000.00	\$1,133,320.00	\$795,680.00	

**I
General**

The AGENCY agrees to perform the above described work in accordance with the Project Application attached hereto as "Exhibit A" and made a part of this AGREEMENT.

Plans, specifications, and cost estimates shall be prepared by the AGENCY in accordance with the current State of Washington Standard Specifications for Road, Bridge, and Municipal Construction and adopted design standards, unless otherwise noted. The AGENCY will incorporate the plans and specifications into the AGENCY's project and thereafter advertise the resulting project for bid and, assuming bids are received and a contract is awarded, administer the contract, or if the project is of a size which the AGENCY is authorized to perform with its own forces under the laws of the State of Washington, the AGENCY may proceed with its own forces.

All work performed under this AGREEMENT shall comply with the applicable provisions of state law.

**II
Payment**

The STATE, in consideration of the faithful performance of the work to be performed by the AGENCY, agrees to reimburse the AGENCY for the percentage of the actual direct and related indirect cost of the work shown above, up to the "MAXIMUM AMOUNT AUTHORIZED". The agency will comply with Governmental Accounting Auditing and Financial Reporting Standards and applicable state law and local regulations, policies and procedures. No payment will be made for work done prior to execution of this AGREEMENT.

Partial payments shall be made by the STATE, upon request of the AGENCY, to cover costs incurred. These payments are not to be more frequent than one (1) per month. It is agreed that any such partial payment will not constitute agreement as to the appropriateness of any item and that, at the time of the final audit, all required adjustments will be made and reflected in a final payment. The AGENCY agrees to submit a final bill to the STATE within forty-five (45) days after the AGENCY has completed work.

The AGENCY agrees that all costs in excess of the amount authorized and the AGENCY's matching funds shall be the responsibility of the AGENCY.

**III
Audit**

The AGENCY agrees that an audit may be conducted by the STATE. During the progress of the work and for a period not less than three (3) years from the date of final payment to the AGENCY, the records and accounts pertaining to the work and accounting thereof are to be kept available for inspection and audit by the STATE and copies of all records, accounts, documents, or other data pertaining to the project will be furnished upon request. If any litigation, claim, or audit is commenced, the records and accounts along with supporting documentation shall be retained until all litigation, claim, or audit finding has been resolved even though such litigation, claim, or audit continues past the three-year retention period.

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT on the day and year last written below.

AGENCY

By: _____

Title: _____

Date: _____

**IV
Legal Relations**

No liability shall attach to the AGENCY or the STATE by reason of entering into this AGREEMENT except as expressly provided herein.

**V
Nondiscrimination**

The AGENCY agrees to comply with all applicable state and federal laws, rules, and regulations pertaining to nondiscrimination and agrees to require the same of all subcontractors providing services or performing any work using funds provided under this AGREEMENT.

**VI
Venue**

For the convenience of the parties to this AGREEMENT, it is agreed that any claims and/or causes of action which the AGENCY has against the STATE, growing out of this AGREEMENT or the project or program with which it is concerned, shall be brought only in the Superior Court for Thurston County.

**VII
Termination**

The Secretary of the Department of Transportation may terminate this AGREEMENT if the funding becomes unavailable or if the Secretary determines that it is in the best interest of the STATE.

**VIII
Final Report and Final Inspection**

Within ninety (90) days following the completion of the project and submission of the final billing for the project, a final report and/or final inspection shall be submitted to the Director, Highways & Local Programs containing the following information:

Non-Capital Projects

1. A description of the project or program.
2. A summary of actual costs of the project or program.
3. An evaluation of the project or program. This should address aspects such as transportation and/or other benefits to the public.

Capital Projects

1. A final inspection is required.

**IX
Supplement**

This agreement may be modified or supplemented only in writing by parties.

STATE

By: _____
Director, Local Programs

Date: _____

APPROVED AS TO FORM:

[Signature]
CITY ATTORNEY



City Council

Approval of a Bid Award for the Pervious Concrete Sidewalk Repairs Project

Agenda Date: 9/24/2019
Agenda Item Number: 4.F
File Number: 19-0828

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

Title

Approval of a Bid Award for the Pervious Concrete Sidewalk Repairs Project

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to award the construction contract for the Pervious Concrete Sidewalk Repairs project to South Sound Contractors in the amount of \$724,611.13, and authorize the City Manager to execute the contract.

Report

Issue:

Whether to award the construction contract for the Pervious Concrete Sidewalk Repairs Project to South Sound Contractors.

Staff Contact:

Randy Wesselman, Project Manager, Public Works, Engineering, 360.753.8477

Presenter(s):

None - Consent Calendar Item.

Background and Analysis:

The City uses pervious concrete to decrease the need for stormwater ponds and increase stormwater infiltration. The City of Olympia began experimenting with pervious concrete in 1999. Pervious concrete mixtures were in early development and not perfected at that time. The City recognized that we were taking some level of risk and failures were a potential.

Water Resources and Transportation Lines of Business identified pervious concrete sidewalks that need replacement. This project will replace sidewalks where the pervious concrete has prematurely deteriorated due to the material mix design and vehicles driving/parking on the sidewalk. The City is now using Evolution pervious concrete. The Evolution product has a better texture, wear

characteristics, and strength. The streets where sidewalks will be replaced are:

- Bush Avenue, Birch Street to Division Street. Includes Birch Street from Bush Avenue to Sunrise Park.
- Brawne Avenue, Rogers Street to Foote Street.
- Miller Avenue/Friendly Grove Road, curve section of the intersection of these two streets.
- R.W. Johnson Boulevard/21st Avenue, Tumwater City Limits to Black Lake Boulevard.
- North Street, Henderson Boulevard to Cain Road.

Neighborhood/Community Interests (if known):

Completing repairs to the sidewalks will significantly improve the safety of people walking. People walking will be affected during replacement of the sidewalk, particularly those known as school walking routes.

Options:

1. Award the construction contract to South Sound Contractors in the amount of \$724,611.13 and authorize the City Manager to execute the contract.

The project proceeds as planned.

2. Do not approve awarding the construction contract; reject all bids, and direct staff to rebid the project.

Delaying the project will delay improving the safety of people walking. A delay could also create higher costs and will require additional staff time.

Financial Impact:

Funding for the sidewalk repairs is from the Transportation Capital Fund and Storm/Surface Water Fund.

The low bid of \$724,611.13 is just over 11% less than the Engineer's estimate. There are sufficient funds in the budget to complete this project.

Overall project costs:

Total Low Bid:	\$ 724,611.13
Contingency to Award (10%):	\$ 72,461.00
Engineering: Design, Inspection, Consultants	\$ 103,200.00
Total Estimated Project Cost:	\$ 900,272.13
Available Project Funding:	\$ 1,005,200.00

Attachments:

Summary of Bids

Vicinity Map, 1 of 2

Vicinity Map, 2 of 2

SUMMARY OF BIDS RECEIVED



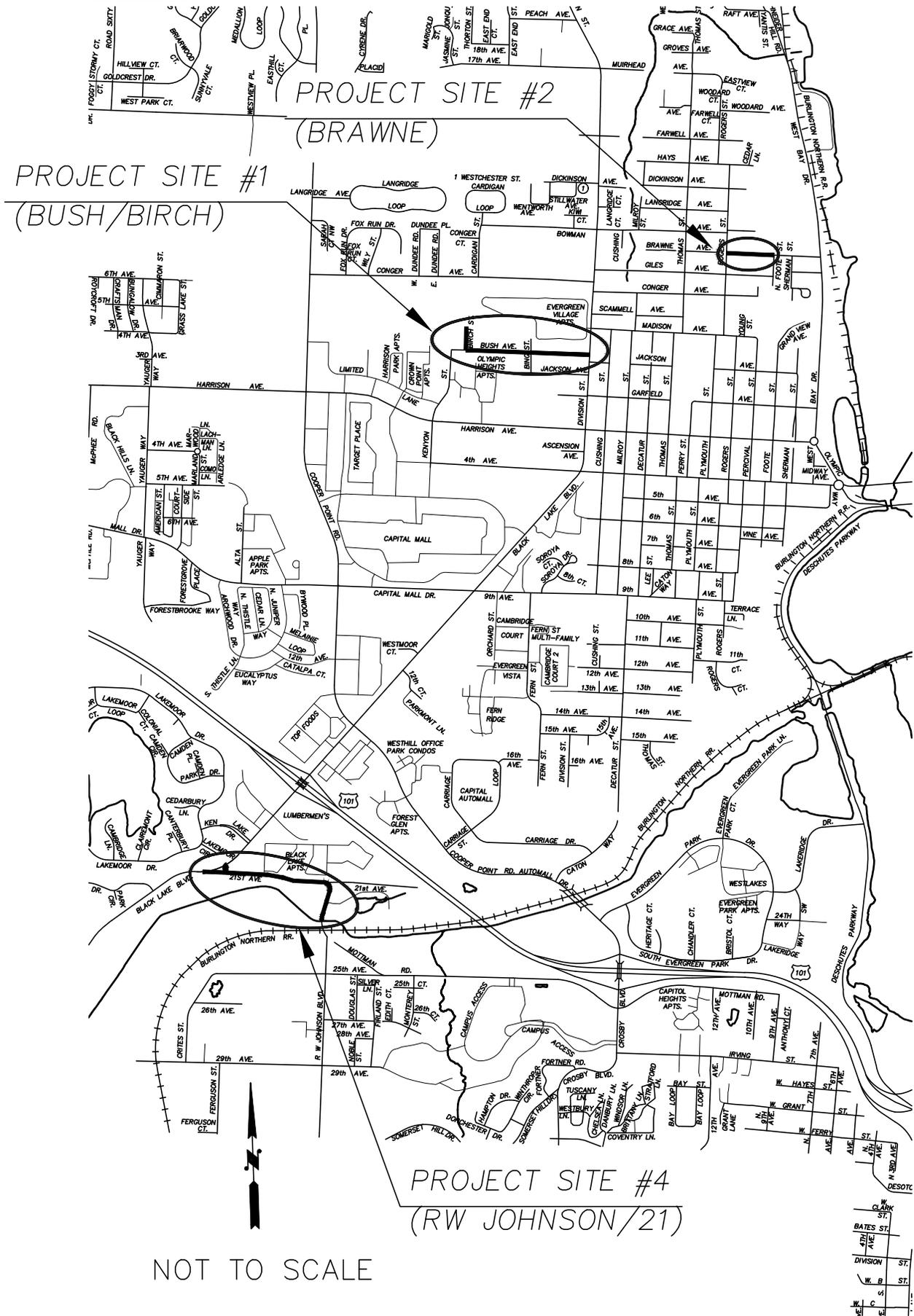
Project Name: Pervious Concrete Sidewalk Repairs
Project Number: 19120
Bid Opening Date: 9/12/2019

ENGINEER'S ESTIMATE	CITY OF OLYMPIA	
Bid #1	South Sound Contractors	\$ 724,611.13
Bid #2	Quigg Brothers	\$ 730,079.00
Bid #3	Barcott Construction	\$ 815,186.50
Bid #4	Northwest Cascade	\$ 816,816.00
Bid #5	Sound Pacific Construction	\$ 821,407.00
Bid #6	Advanced Excavating Specialists	\$ 827,000.00
Bid #7	Propell Construction	\$ 905,953.00
Bid #8	Roglin's	\$ 944,000.00
Bid #9	Reed Trucking & Excavating	\$ 951,012.00
Bid #10	MJ Hughes Construction	\$ 1,005,082.50
Bid #11	Global Contractors	\$ 1,054,036.00
Bid #12	Waunch Construction	\$ 1,090,158.95



PERVIOUS CONCRETE SIDEWALK REPAIRS

Vicinity Map (Page 1 of 2)



PROJECT SITE #1
(BUSH/BIRCH)

PROJECT SITE #2
(BRAWNE)

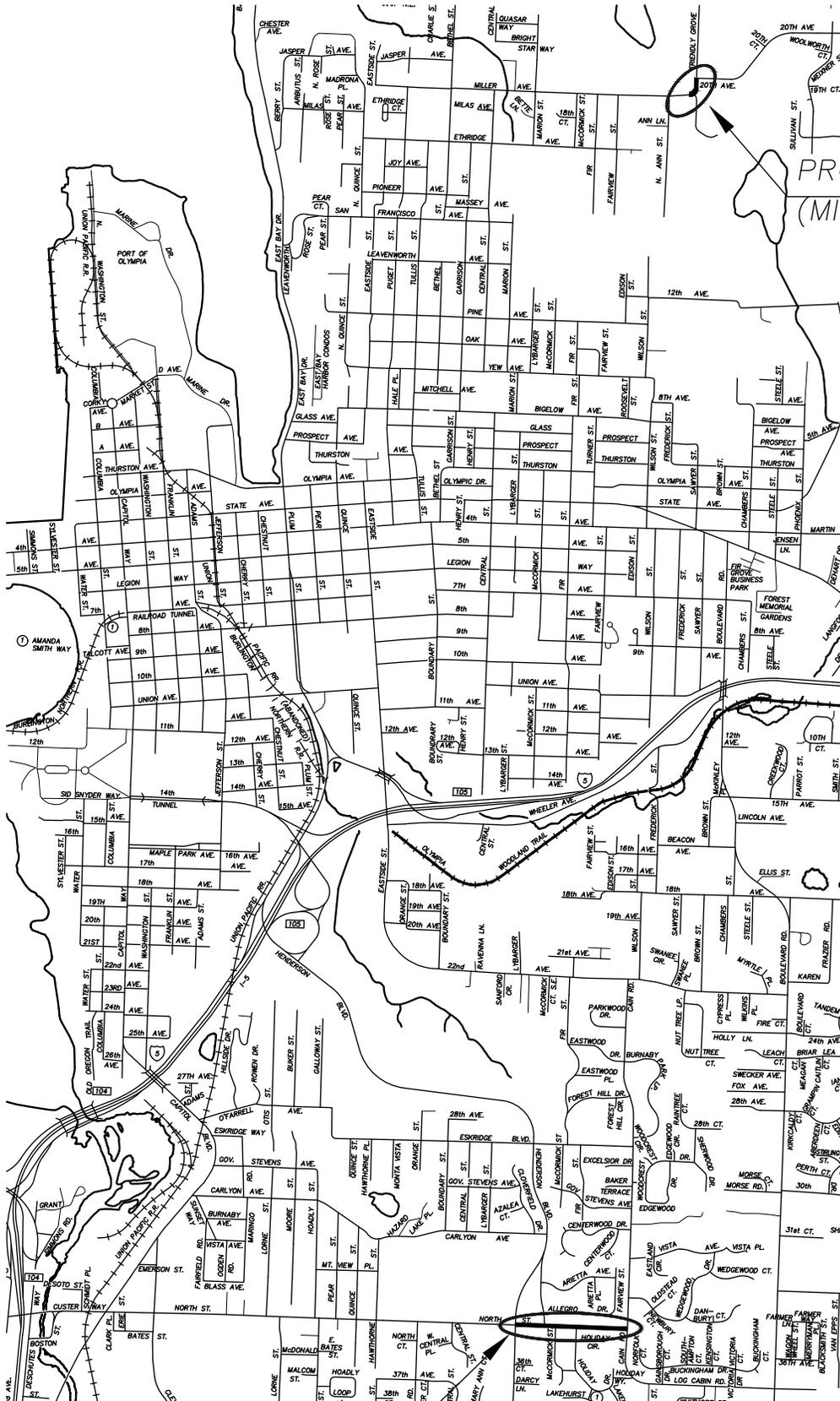
PROJECT SITE #4
(RW JOHNSON/21)

NOT TO SCALE



PERVIOUS CONCRETE SIDEWALK REPAIRS

Vicinity Map (Page 2 of 2)



PROJECT SITE #3
(MILLER/FRIENDLY GROVE)

PROJECT SITE #5
(NORTH)

NOT TO SCALE



City Council

Approval of an Ordinance Amending Ordinance 7195 (Operating Budget)

Agenda Date: 9/24/2019
Agenda Item Number: 4.G
File Number: 19-0870

Type: ordinance **Version:** 1 **Status:** 1st Reading-Consent

Title

Approval of an Ordinance Amending Ordinance 7195 (Operating Budget)

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve the proposed Ordinance that amends Ordinance 7195 on first reading and forward to second reading.

Report

Issue:

Whether to amend Ordinance 7195 on first reading and forward to second reading.

Staff Contact:

Nanci Lien, Fiscal Services Director, Administrative Services Department, 360.753.8465

Presenter(s):

None - Consent Calendar item

Background and Analysis:

City Council may revise the City's Operating Budget 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.

No separate ordinances were passed since the adoption of ordinance 7195 on June 11, 2019 relating to the Operating Budget.

The attached ordinance includes recommended amendments to the 2019 Operating Budget for: 1) 2018 year-end carry forward appropriations for the operating funds where the year-end carryovers were omitted in the 1st quarter budget amendment; and 2) department appropriation requests for the

2nd Quarter in 2019:

1. Administrative Services

- \$75,000 for carryover funds related to the Services Special Fund for Information Services projects. Funding from 2018 carryover dollars within the same fund.

2. Community Planning & Development

- \$265,573 for carryover appropriations related to the Parking Fund. Funding to come from 2018 carryover funds with the same fund.
- \$70,584 for carryover appropriation related to the Development Fee Fund. Funding to come from 2018 carryover funds within the same fund.

3. General Government

- \$2,092,813 for carryover appropriation in the Special Accounts Fund. Funding from 2018 carryover dollars within the same fund.
- \$2,240,747 for carryover appropriations for OPEB (other post-employment benefits) Fund. Funding from 2018 carryover dollars within the same fund.
- \$245,853 for carryover appropriations for the Washington Center Endowment Fund. Funding from 2018 carryover dollars within the same fund.
- \$7,349 for carryover appropriations in the Washington Center Operations Fund. Funding from 2018 carryover dollars within the same fund.
- \$457,721 for carryover appropriations for Municipal Arts Fund. Funding from 2018 carryover dollars within the same fund.

4. Public Safety

- \$218,168 for carryover appropriations related to the SAFER Grant. Funding to come from SAFER grant.

5. Public Works

- \$8,687 for Equipment & Facilities carryover appropriations related to PSE rebates. Funding to come from PSE rebate program.
- \$3,068,062 for Equipment & Facilities carryover appropriations related to projects not completed in 2018. Funding from 2018 carryover dollars within the same fund.

- \$84,146 for Waste ReSources for appropriations related to operating costs for three vehicles unaccounted for during the 2019 budget process. Funding to come from unassigned fund balance.
- \$6,028 for Engineering carryover appropriation related to franchise agreement with Burlington Northern Railroad. Funding from 2018 carryover dollars within the same fund.

Neighborhood/Community Interests (if known):

None noted.

Options:

1. Approve ordinance amending ordinance 7195. 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.

Financial Impact:

Total increase in appropriations of \$8,840,731. The sources of funding are noted above.

Attachments:

Ordinance

Ordinance No.

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, RELATING TO BUDGETS, FINANCE, AND SALARIES, AND AMENDING ORDINANCE NO. 7195

WHEREAS, the Olympia City Council passed Ordinance No. 7173 on December 18, 2018; and

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

WHEREAS, the Olympia City Council amended Ordinance No. 7173 by passage of Ordinance No. 7195 on June 11, 2019; and

WHEREAS, the following amendments need to be made to Ordinance No. 7195;

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

Section 1. 2019 Budget. The budget for the calendar year 2019 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	\$18,316,893 <u>\$18,277,806</u>	\$82,615,187 <u>\$82,827,225</u>	\$83,849,078 <u>\$84,067,144</u>	\$17,083,003 <u>\$17,037,887</u>
General, Special Sub-Funds				
Special Accounts	2,541,995	1,126,569 <u>1,151,943</u>	1,293,014 <u>3,486,201</u>	2,375,550 207,737
Development Fee Revenue	846,963	3,953,252	3,953,252 <u>4,023,836</u>	846,963 776,379
Parking	1,159,858	1,493,340	1,509,478 <u>1,775,051</u>	1,143,720 878,147
Post Employment Benefits	2,620,447	995,300	1,375,000 <u>3,615,747</u>	2,240,747 0
Washington Center Endowment	754,983	3,000	3,000 <u>248,853</u>	754,983 509,130
Washington Center Operating	85,179	503,000	508,000	80,179
Municipal Arts	472,663	59,000	59,000 <u>524,070</u>	472,663 7,593
Equip & Facilities Reserve	3,480,663	1,267,778 <u>1,276,465</u>	1,398,275 <u>4,475,024</u>	3,350,166 282,104
Total General Fund	<u>30,279,645</u> <u>30,240,557</u>	<u>92,016,426</u> <u>92,262,525</u>	<u>93,948,097</u> <u>102,723,926</u>	<u>28,347,974</u> <u>19,779,156</u>

LID Control	6	-	-	6
LID Guarantee	80,435	-	-	80,435
4 th /5 th Avenue Corridor Bridge Loan	86	546,084	546,084	86
UTGO Bond Fund – 2009 Fire	73,182 <u>68,664</u>	1,187,039	1,191,557	68,664 <u>64,146</u>
City Hall Debt Fund – 2009	11,206 <u>7,326</u>	2,418,038	2,421,918	7,326 <u>3,446</u>
2010 LTGO Bond – Street Projects	-	434,813	434,813	-
L.O.C.A.L. Debt Fund – 2010	-	178,282	178,282	-
2010B LTGO Bonds - HOCM	-	444,188	444,188	-
2013 LTGO Bond Fund	-	671,065	671,065	-
2016 LTGO Parks BAN	-	10,067,500	10,067,500	-
Water Utility O&M	38,144,708 <u>37,469,007</u>	14,186,171	14,861,872	37,469,007 <u>36,793,306</u>
Sewer Utility O&M	42,650,053 <u>42,517,479</u>	20,724,055	20,856,629	42,517,479 <u>42,384,905</u>
Solid Waste Utility	2,188,558 <u>1,597,772</u>	12,717,152	13,307,938 <u>13,392,084</u>	1,597,772 <u>922,840</u>
Stormwater Utility	23,780,104 <u>23,884,025</u>	5,716,809	5,612,888	23,884,025 <u>23,987,946</u>
Water/Sewer Bonds	- <u>13,652,732</u>	2,044,782	2,033,548	11,234 <u>13,663,966</u>
Stormwater Debt Fund	- <u>1,379,797</u>	123,650	123,650	- <u>1,379,797</u>
Water/Sewer Bond Reserve	1,260,900	-	-	1,260,900
Equipment Rental	329,721 <u>324,903</u>	2,357,141	2,361,959	324,903 <u>320,085</u>
TOTALS	\$138,798,604 \$152,483,689	\$165,833,195 \$166,079,294	\$169,061,988 \$177,921,963	\$135,569,811 \$140,641,020

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 2019 shall be as set forth in the "Supplementary Information" section of the 2019 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:



DEPUTY CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:



City Council

Approval of an Ordinance Amending Ordinance 7197 (Special Funds)

Agenda Date: 9/24/2019
Agenda Item Number: 4.H
File Number: 19-0860

Type: ordinance **Version:** 1 **Status:** 1st Reading-Consent

Title

Approval of an Ordinance Amending Ordinance 7197 (Special Funds)

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve the proposed Ordinance that amends Ordinance 7197 on first reading and forward to second reading.

Report

Issue:

Whether to amend Ordinance 7197 on first reading and forward to second reading.

Staff Contact:

Nanci Lien, Fiscal Services Director, Administrative Services Department, 360.753.8465

Presenter(s):

None - Consent Calendar item

Background and Analysis:

City Council may revise the City's Special Funds Budget 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.

No separate ordinances were passed since the adoption of ordinance 7197 on June 11, 2019, relating to the Special Funds Budget.

The attached ordinance includes recommended amendments to the 2019 Special Funds Budget for: 1) appropriating 2018 year-end carry forward appropriations; and 2) appropriating a department request for 2nd Quarter in 2019:

1. Community Planning & Development

- \$714,366 grant-related appropriations being carried forward from 2018 for the HUD (Housing & Urban Development) program. These appropriations were not included in the 2019 1st Quarter budget amendment. Funding is provided from the HUD grant.
- \$15,000 for professional services related to the PBIA (Parking Business Improvement Area) for a targeted marketing campaign to draw customers to Downtown during the upcoming holiday season. Funding is provided from fund balance in the PBIA fund.

Neighborhood/Community Interests (if known):

Olympia Downtown Alliance and Parking Business Improvement Area Association

Options:

1. Approve ordinance that amends ordinance 7197. Authorizes staff to expend the funds.
2. Do not approve the proposed ordinance. The budget items not previously presented to the Council would not be authorized.

Financial Impact:

Total increase in appropriations is \$729,366. The sources of funding are noted above.

Attachments:

Ordinance

Ordinance No.

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, APPROPRIATING FUNDS WITHIN VARIOUS SPECIAL FUNDS AND AMENDING ORDINANCE NO. 7197.

WHEREAS, the Olympia City Council passed Ordinance No. 7175 on December 18, 2018, appropriating funds within various special funds; and

WHEREAS, the Olympia City Council amended Ordinance No. 7175 by passage of Ordinance No. 7197 on June 11, 2019; and

WHEREAS, the following amendments need to be made to Ordinance No. 7197;

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	\$8,166	\$1,222,657 \$1,937,023	\$1,230,823 \$1,945,189	-
Lodging Tax Fund	1,366,150	1,000,000	893,452	1,472,697 1,472,698
Parking Business Improvement Area Fund	59,673	100,000	100,840 115,840	58,833 43,833
Farmers Market Repair and Replacement Fund	76,701	-	-	76,701
Hands On Children's Museum	528,637	514,000	458,188	584,449
Home Fund Operating Fund	347,916	1,100,506	1,100,506	347,916
Fire Equipment Replacement Fund	-	297,387	152,869	144,518
Equipment Rental Replacement Reserve Fund	11,776,033	1,885,830	3,295,730	10,366,133
Unemployment Compensation Fund	628,385	99,400	85,000	642,785
Insurance Trust Fund	105,444	2,137,035	2,142,246	100,233
Workers Compensation Fund	2,689,704	1,301,000	1,546,791	2,443,913
TOTALS	\$17,586,809	\$9,657,815 \$10,372,181	\$11,006,446 \$11,735,811	\$16,238,178 \$16,223,179

Section 2. 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 3. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

Section 4. Effective Date. This Ordinance shall take effect five (5) days after publication, as provided by law.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



DEPUTY CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:



City Council

Approval of an Ordinance Amending Ordinance 7196 (Capital Budget)

Agenda Date: 9/24/2019
Agenda Item Number: 4.I
File Number: 19-0869

Type: ordinance **Version:** 1 **Status:** 1st Reading-Consent

Title

Approval of an Ordinance Amending Ordinance 7196 (Capital Budget)

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve the proposed Ordinance that amends Ordinance 7196 on first reading and forward to second reading.

Report

Issue:

Whether to amend Ordinance 7196 on first reading and forward to second reading.

Staff Contact:

Nanci Lien, Fiscal Services Director, Administrative Services Department, 360.753.8465

Presenter(s):

None - Consent Calendar item

Background and Analysis:

City Council may revise the City's Capital Budget 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.

No separate ordinances were passed since the adoption of ordinance 7196 on June 11, 2019, relating to the Capital Budget.

The attached ordinance includes recommended amendments to the 2019 Capital Budget for: 1) 2018 year-end carry forward appropriations for the capital funds where the year-end carryovers were omitted in the 1st quarter budget amendment; and 2) department appropriation requests for the 2nd Quarter in 2019:

1. Public Works

- Transportation: \$68,950 for appropriations related to school zone flashing beacons. Funding is from a Washington State Department of Transportation grant.
- Drinking Water: Reduction of appropriation (\$2,597,846) related to a contract amendment with the Department of Health.
- Drinking Water: \$250,000 appropriation to recognize revenue and associated expenditures related to an Interlocal Agreement with Lacey and Yelm to implement the Deschutes Water Rights Mitigation Phase V project. Funding is from the two cities.
- Drinking Water: Reduction of appropriation (\$707,435) related to reduction of a loan on the McAllister Wellfield Corrosion Control Project.
- Capital Improvement Projects: \$21,831,271 for carryover appropriations related to the Capital Improvement Fund. Funding is from 2018 carryover funds within the same fund.
- Transportation Benefit District: \$1,616,597 for carryover appropriations related to the capital projects. Funding is from 2018 carryover funds within the same fund.

2. Parks

- Capital Improvement Projects: Administrative correction to reduce appropriation of \$1,680,395 related to 3 RCO grants that was carried over in Q1 budget amendment and not needed.
- Property Leases: \$703 to recognize revenue and associated expenditures for two leases related to capital projects. Funding is from the two leases.
- Olympic Metropolitan Park District: \$2,682,936 for carryover appropriations related to capital projects not completed in 2018. Funding is from 2018 carryover dollars within the same fund.

3. General Government

- Capital Improvement Fund: \$152,999 for appropriations related to removal of a derelict vessel. Funding is from the Department of Natural Resources.

4. Community Planning & Development

- Home Fund Capital: \$15,000 for appropriations related to expenditures for development assessments on 2828 Martin Way. Funding is from fund balance in the Home Fund Capital Fund.

Neighborhood/Community Interests (if known):

None noted.

Options:

1. Approve ordinance amending ordinance 7196. This allows staff to continue capital projects, complete seismic upgrades to reservoirs, and return unused funds to be used on future projects.
2. Do not approve the amending ordinance. This would stop certain projects.

Financial Impact:

Total increase in appropriations is \$21,632,077. The sources of funding are noted above.

Attachment:

Ordinance

Ordinance No.

AN ORDINANCE ADOPTING THE CITY OF OLYMPIA'S CAPITAL FACILITIES PLAN FOR THE YEARS 2019-2024 AND AMENDING ORDINANCE NO. 7196.

WHEREAS, the Olympia City Council adopted the Capital Facilities Plan for years 2019 through 2024 by passing Ordinance No. 7174 on December 18, 2018; 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. 7174 by passage of Ordinance No. 7196 on June 11, 2019; and

WHEREAS, the following amendments need to be made to Ordinance No. 7196;

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

Section 1. That certain document entitled the "Capital Facilities Plan," covering the years 2019 through 2024, 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 2019 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	\$10,453,696	-	\$2,451,130	\$8,002,566
SEPA Mitigation Fee Fund	1,609,899	-	211,451	1,398,438 1,398,448
Parks & Recreational Sidewalk, Utility Tax Fund	4,541,489	2,970,000	2,970,000	4,541,489
Real Estate Excise Tax Fund	6,171,866	1,500,000	1,500,000	6,171,866

FUND	APPROP. FUND BALANCE	ESTIMATED REVENUE	APPROP.	ADDITIONS TO FUND BALANCE
Capital Improvement Fund	8,016,156	31,789,710 52,162,535	32,289,710 52,662,535	7,516,156
Olympia Home Fund Capital Fund	-	1,495,000	481,000 496,000	1,014,000 999,000
City Hall Fund	4,043	-	-	4,043
Water CIP Fund	19,154,424	9,199,569 6,144,288	9,199,569 6,144,288	19,154,424
Sewer CIP Fund	9,394,530	756,204	2,294,000	7,856,734
Waste ReSources CIP Fund	-	758,300	368,000	390,300
Storm Water CIP Fund	1,427,176	3,139,555	3,347,929	1,218,802
Storm Drainage Mitigation Fund	1,069,576	-	-	1,069,576
TOTALS	\$61,842,845	\$51,608,337 \$68,925,882	\$55,112,788 \$72,445,333	\$58,338,394 \$58,323,404

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:



DEPUTY CITY ATTORNEY

PASSED:
APPROVED:
PUBLISHED:



City Council

Approval of an Ordinance to Repeal Ordinance 7200 that Imposed the Maximum Sales and Use Tax for Affordable Housing Permitted by SHB 1406

Agenda Date: 9/24/2019
Agenda Item Number: 4.J
File Number: 19-0871

Type: ordinance **Version:** 1 **Status:** 1st Reading-Consent

Title

Approval of an Ordinance to Repeal Ordinance 7200 that Imposed the Maximum Sales and Use Tax for Affordable Housing Permitted by SHB 1406

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve on first reading and forward to second reading the Ordinance repealing Ordinance No. 7200 that imposed the maximum sales and use tax permitted by SHB 1406.

Report

Issue:

Whether to adopt legislation repealing Ordinance No. 7200, which imposed the maximum capacity of the sales and use tax for affordable and supportive housing as provided by SHB 1406.

Staff Contact:

Mark Barber, City Attorney, 360.753.8338.

Presenter(s):

None - Consent Calendar Item.

Background and Analysis:

During the 2019 legislative session, the Washington State Legislature approved a local option for cities and counties to receive a portion of the State's existing sales and use tax revenue (6.5%) for specific affordable housing uses by cities and counties. This local sales tax authority is a credit against the State's sales and use tax, so it does not increase taxes locally for the consumer.

SHB 1406 incentivizes cities and counties to pass local levies like Olympia's Home Fund and rewards cities that have already taken that step. The City's enactment of Ordinance No. 7200 may

adversely impact the maximum amount the County may collect from the State's share of this retail sales and use tax credit provided by SHB 1406. Repeal of Olympia Ordinance No. 7200 will allow the City and County to coordinate the effective dates of their respective legislation to impose the sales and use tax credit permitted by SHB 1406, permitting each governmental entity to maximize their share of proceeds authorized by SHB 1406.

Neighborhood/Community Interests (if known):

Unknown.

Options:

1. Approve the Ordinance repealing Ordinance No. 7200 that imposed the maximum sales and use tax permitted by SHB 1406 for affordable and supportive housing to permit Thurston County to pass legislation to maximize its recovery under SHB 1406.
2. Do not approve the Ordinance repealing SHB 1406.
3. Direct staff to take other action.

Financial Impact:

If this Ordinance is approved by Council, it will result in the repeal of Ordinance No. 7200. This will delay the City from receiving its share of new revenue from the State's portion of local sales and use taxes for specific affordable and supportive housing uses in Olympia. However, SHB 1406 provides that the revenue sharing permitted by said law is good for twenty (20) years from enactment of an Ordinance by the City imposing said sales and use tax. The practical effect of repealing Ordinance No. 7200 is to delay Olympia's receipt of revenue under SHB 1406. After Thurston County has adopted legislation imposing the sales and use tax credit under SHB 1406, the City will re-enact by Ordinance the City's imposition of the sales and use tax permitted by SHB 1406.

Attachments:

Ordinance

Ordinance No. 7200

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, REPEALING ORDINANCE NO. 7200 RELATING TO IMPOSITION OF LOCAL SALES OR USE TAXES AUTHORIZED BY SUBSTITUTE HOUSE BILL 1406 (SHB 1406) (CHAPTER 338, LAWS OF 2019) FOR AFFORDABLE HOUSING, SUPPORTIVE HOUSING SERVICES, AND PROVIDING RENTAL ASSISTANCE TO TENANTS.

THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON DOES ORDAIN as follows:

Section 1. Findings. The City Council (the "Council") of the City of Olympia, Washington (the "City"), makes the following findings and determinations:

1.1 The City of Olympia recognizes the City and Thurston County lack affordable, high-quality homes for all of their respective residents. The City and Thurston County desire to work together to maximize the funding permitted by SHB 1406 for providing affordable housing, supportive housing services and rental assistance to tenants.

1.2 The Washington State Legislature enacted Substitute House Bill 1406 ("SHB 1406") to provide a revenue sharing program with local governments for affordable housing which is intended to encourage investments in affordable and supportive housing by cities and counties.

1.3 The Council passed Ordinance No. 7200 on August 20, 2019, which was published on August 23, 2019, becoming effective five (5) days after publication.

1.4 The Olympia City Council wishes to maximize the amount both the City and Thurston County can collect from the State's share of this retail and use tax credit authorized under SHB 1406. The City Council therefore wishes to repeal Olympia City Ordinance No. 7200 which will allow the City of Olympia and Thurston County to coordinate the effective dates of their respective legislation imposing the retail and use tax credit permitted by SHB 1406.

Section 2. Sales and Use Tax Ordinance No. 7200 Repealed.

2.1 Ordinance No. 7200 Repealed. City of Olympia Ordinance No. 7200 that imposed a sales and use tax at a rate of 0.0146 of one percent of the selling price in the case of a sales tax, or value of the article used in the case of a use tax, as permitted by SHB 1406 (Chapter 338, Laws of 2019) is hereby repealed.

Section 3. Administration. The City Clerk is directed to cause a certified copy of this Ordinance to be delivered to the State of Washington Department of Revenue, the State of Washington Department of Commerce, and any other public officers or agencies required by law.

Section 4. Ratification. All actions taken in furtherance of and not inconsistent with this Ordinance are ratified and confirmed in all respects.

Section 5. Severability. If any provision of this Ordinance is declared by any court of competent jurisdiction to be invalid, then such provision shall be null and void and shall be severable from the remaining provisions of this Ordinance and shall in no way affect the validity of the other provisions of this Ordinance.

Section 6. Publication and Effective Date. Notification of passage of this Ordinance shall be published as provided by law, and shall take effect and be in full force five (5) days after publication.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:

ORDINANCE NO. 7200

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, IMPOSING THE MAXIMUM LOCAL SALES AND USE TAX PURSUANT TO SUBSTITUTE HOUSE BILL 1406 (SHB 1406) (CHAPTER 338, LAWS OF 2019) TO BE USED TO CONSTRUCT AFFORDABLE HOUSING, SUPPORTIVE HOUSING SERVICES, AND PROVIDING RENTAL ASSISTANCE TO TENANTS; AND PROVIDING FOR OTHER MATTERS RELATING THERETO AND PROPERLY PERMITTED BY STATE LAW.

THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON DOES ORDAIN as follows:

Section 1. Findings. The City Council (the "Council") of the City of Olympia, Washington (the "City"), makes the following findings and determinations:

1.1 SHB 1406 (Chapter 338, Laws of 2019) authorizes counties and cities to impose a sales and use tax of 0.0146, provided that the city is a "Participating city" that has imposed a voter approved "Qualifying local tax" as provided in RCW 82.14.530 at a minimum or at least half of the authorized rate, which City's proceeds shall be used to construct affordable and supportive housing and for housing-related purposes, including mental and behavioral health-related facilities, and for costs for operations, maintenance, delivery, and evaluation of mental health programs and services, or housing-related services, all as permitted by state law in RCW 82.14.530.

1.2 On October 24, 2017, the Council adopted Resolution No. M-1912 (the "Ballot Resolution") authorizing submission to the qualified voters of the City a proposition authorizing an additional sales and use tax of not more than one-tenth of one percent for the Olympia Home Fund for supportive housing and housing-related purposes, including mental and behavioral health-related facilities ("Proposition No. 1") as provided in RCW 82.14.530.

1.3 Proposition No. 1 was approved by the requisite number of City voters at the election held on February 13, 2018, and its passage was certified by the County Auditor on February 23, 2018, imposing a "Qualifying local tax" for purposes of SHB 1406 (Chapter 338, Laws of 2019) to provide funds to construct affordable and supportive housing and housing related services and for operations and maintenance.

1.4 The Council finds that the City of Olympia has satisfied all prerequisites to impose the sales and use tax permitted by SHB 1406 (Chapter 338, Laws of 2019, effective July 28, 2019), including adopting Council Resolution No. M-2047 on August 5, 2019, declaring Council's intent to impose the sales and use tax permitted by SHB 1406 (Chapter 338, Laws of 2019) at the maximum rate of 0.0146 percent, as the City is a "Participating city" with an existing "Qualifying local tax" pursuant to SHB 1406.

Section 2. Sales and Use Tax Imposed.

2.1 Tax Imposed; Effective Date. The sales and use tax shall be imposed at a rate of 0.0146 of one percent of the selling price in the case of a sales tax, or value of the article used, in the case of a use tax. The tax shall become effective on the earliest practicable date consistent with SHB 1406 (Chapter 338, Laws of 2019).

2.2 Use of Sales and Use Tax Receipts Pursuant to SHB 1406. City proceeds shall be used for acquiring, rehabilitating, or constructing affordable housing, which may include new units of affordable housing within an existing structure or facilities providing supportive housing services, and providing

supportive housing, or funding the operations and maintenance costs of new units of affordable or supportive housing, or for providing rental assistance to tenants as required by SHB 1406.

2.3 Income Limitations. The housing and services provided pursuant to SHB 1406(6) may only be provided to persons whose income is at or below sixty percent (60%) of the median income of Thurston County, as the City of Olympia is located within said county and is imposing the tax.

2.4 Expiration of Tax. The tax imposed by the City under SHB 1406 (Chapter 338, Laws of 2019) shall expire twenty (20) years after the date on which the tax is first imposed.

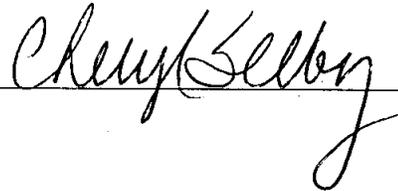
Section 3. Administration. The City Clerk is directed to cause a certified copy of this Ordinance to be delivered to the State of Washington Department of Revenue, the State of Washington Department of Commerce, and any other public officers or agencies required by law. The City's Administrative Services Director and other appropriate officers are authorized and directed to enter into such contracts with and provide such notices to the State Department of Revenue or Department of Commerce, and other appropriate state or local agencies, for the collection and distribution of receipts of the tax imposed by this Ordinance as may be necessary or convenient consistent with SHB 1406 (Chapter 338, Laws of 2019), Chapter 82.14 RCW and other applicable law.

Section 4. Ratification. All actions taken in furtherance of and not inconsistent with this Ordinance are ratified and confirmed in all respects.

Section 5. Severability. If any provision of this Ordinance is declared by any court of competent jurisdiction to be invalid, then such provision shall be null and void and shall be severable from the remaining provisions of this Ordinance and shall in no way affect the validity of the other provisions of this Ordinance.

Section 6. Publication and Effective Date. Notification of passage of this Ordinance shall be published as provided by law, and shall take effect and be in full force five (5) days after publication.

MAYOR



ATTEST:

CITY CLERK



APPROVED AS TO FORM:

CITY ATTORNEY



PASSED: 8-20-2019

APPROVED: 8-20-2019

PUBLISHED: 8-23-2019



City Council

Downtown Parking Strategy in 2020 Update

Agenda Date: 9/24/2019
Agenda Item Number: 6.A
File Number: 19-0846

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

Title

Downtown Parking Strategy in 2020 Update

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Receive an update on the Downtown Parking Strategy. Briefing only; No action requested.

Report

Issue:

Whether to receive a briefing on updates to Olympia Parking in 2020.

Staff Contact:

Max DeJarnatt, Parking Program Analyst, Community Planning & Development, 360.570.3723

Presenter(s):

Max DeJarnatt, Parking Program Analyst

Background and Analysis:

The Olympia City Council adopted the updated Parking Strategy in April 2019, with the intent to support the Downtown Strategy by ensuring users have safe, predicable parking. In 2020, Olympia will see improvements in parking technology, walkability, and efforts to increase availability of on- and off-street parking. Among these updates include price increases at parking meters, in off-street parking lots, and for parking permits.

Parking Price Updates	2011 - 2019	January 1, 2020
15 Minute Meters	1¢ - 15 minutes	25¢ - 15 minutes
2 hour meters	\$1/hour	\$1.25/hour
3 hour meters	60¢/hour	85¢/hour
9 hour meters	50¢/hour	75¢/hour
9 hour meter permit	\$60/month	\$70/month

Monthly parking lots	Various	Each increase \$10/month
Residential Zones 4, 5, 7, 8 (Downtown Boundary)*	\$10/year	\$60/year

*pending council approval of ordinance update later this fall

These pricing updates were reviewed by the Finance Committee in October 2018, but were ultimately put on hold because of the constrained parking supply due to Downtown encampments and further outreach needed with the South Capitol Neighborhood (SCN). Since that time the parking displacement has been reduced by half and staff are actively engaged with the SCN as part of a neighborhood parking plan.

Olympia's parking meter rates have not increased since 2011, when the free timed zone was replaced with metered parking. Since that time Olympia's parking landscape has continued to evolve with several large surface parking lots being replaced by new buildings bringing more people to downtown while simultaneously reducing parking supply. These changes put more pressure on downtown street parking. Matching prices to demand will help the City meet its goals of investing in parking improvements, as well as support downtown businesses by ensuring a target occupancy of 70-85 percent.

Fall outreach about price increases will include bringing these updates to the Parking and Business Improvement Area ratepayers, the Olympia Downtown Alliance membership, the Downtown Neighborhood Association, as well as the City's growing database of individual residential and employee parking permit holders.

Staff recommends that these new rates go into effect on January 1, 2020. Staff recommends that parking rates be reviewed and updated regularly to ensure that they are more closely tied to our changing operating costs. Any revenues in excess of expenses are retained in the Parking Fund and may be used for future capital investments like a parking structure and smart meters.

Neighborhood/Community Interests (if known):

Parking is identified as a key concern among various downtown stakeholders.

Options:

Information only briefing

Financial Impact:

Updates budgeted to net an additional \$350,000 annually.

Attachments:

None



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: 9/24/2019
Agenda Item Number: 9.A
File Number: 19-0868

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