



# Meeting Minutes - Draft

## City Council

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

---

**Tuesday, May 12, 2020**

**5:30 PM**

**Online and Via Phone**

---

**Register to attend:**

**[https://us02web.zoom.us/webinar/register/WN\\_L9dIB3CBS-a4GWgdX7az0A](https://us02web.zoom.us/webinar/register/WN_L9dIB3CBS-a4GWgdX7az0A)**

**1. ROLL CALL**

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

**1.A ANNOUNCEMENTS - None**

**1.B APPROVAL OF AGENDA**

The agenda was approved.

**2. SPECIAL RECOGNITION**

**2.A [20-0368](#) Special Recognition - National Correctional Officers Week and National Police Officers Week**

Mayor Selby remarked about National Correctional and Police Officers Week.

**The recognition was received.**

**2.B [20-0388](#) Special Recognition - Timberland Regional Library Update**

Timberland Regional Library Executive Director Cheryl Heywood provided an update on how the library is continuing to support the public during the public health emergency.

**The recognition was received.**

**3. PUBLIC COMMENT - None**

**4. CONSENT CALENDAR**

Councilmembers commented on Items 4B, 4C, and 4H.

**4.A [20-0382](#) Approval of May 5, 2020 City Council Meeting Minutes**

**The minutes were adopted.**

- 4.B**     [20-0376](#)     Adoption of a Resolution Approving a City Manager Employment Agreement with Steven J. ("Jay") Burney and Authorizing Mayor Cheryl Selby to Sign the Agreement on behalf of the Olympia City Council

**The resolution was adopted.**

- 4.C**     [20-0369](#)     Approval of a Resolution Authorizing the Mayor to Sign a Letter of Support for a Recreation and Conservation Office (RCO) Grant Application for Phase 2 of the Yelm Prairie Trail

**The resolution was adopted**

- 4.D**     [20-0359](#)     Approval of a Resolution Authorizing a Grant Application to the Recreation and Conservation Office (RCO) for Kaiser Woods Park

**The resolution was adopted.**

- 4.E**     [20-0360](#)     Approval of a Resolution Authorizing a Grant Application to the Recreation and Conservation Office (RCO) for LBA Park Field #2 Renovation

**The resolution was adopted.**

- 4.F**     [20-0361](#)     Approval of a Resolution Authorizing a Grant Application to the Recreation and Conservation Office (RCO) for the Lilly Road Neighborhood Park Acquisition

**The resolution was adopted.**

- 4.G**     [20-0363](#)     Approval of a Resolution Authorizing a Grant Application to the Recreation and Conservation Office (RCO) for Partial Acquisition Reimbursement for Yelm Highway Community Park

**The resolution was adopted.**

- 4.H**     [20-0378](#)     Approval of Amendments to the Annual Action Plan to Reallocate New (CDBG-CV) and Existing (Program Year 2019 and 2020) Community Development Block Grant Funds due to the COVID-19 Public Health Emergency

**The decision was adopted.**

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

- 4.I**     [20-0347](#)     Approval of an Ordinance Related to Downtown Design Guidelines

**The ordinance was adopted on second reading.**

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

- 4.J**      [20-0379](#)      Approval of an Ordinance Amending Ordinances 7224 (Operating, Special and Capital Budgets) and 7235 (COVID-19 Emergency Appropriation)

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

**Approval of the Consent Agenda**

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

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

**5.        PUBLIC HEARING - None**

**6.        OTHER BUSINESS**

- 6.A**      [20-0377](#)      Discussion of the City's Approach to Mitigating 2020 General Fund Revenue Shortfall

City Manager Jay Burney, Administrative Services Director Debbie Sullivan, and Finance Committee Chair Jim Cooper discussed 2020 General Fund revenue, projected shortfall as a result of the pandemic, and a wide variety of actions the City has taken to respond. Guidelines and moving forward toward recovery were outlined using a tiered approach.

Councilmembers asked clarifying questions.

**Councilmember Cooper moved, seconded by Councilmember Gilman, to accept the 2020 budget balancing approach as outlined by staff. The motion carried by the following vote:**

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

**7.        CONTINUED PUBLIC COMMENT - None**

**8.        REPORTS AND REFERRALS**

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

Councilmembers reported on meetings attended.

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

**9. EXECUTIVE SESSION****9.A**     [20-0381](#)     Executive Session Pursuant to RCW 42.30.110(1)(b); RCW 42.30.110(1)(c) - Real Estate Matter

Mayor Selby recessed the meeting to Executive Session at 6:55 p.m. pursuant to RCW 42.30.110(1)(c) to discuss a real estate matter. 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.**

**9. ADJOURNMENT**

The meeting adjourned at 7:38 p.m.