



# Meeting Minutes

## City Council

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

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**Tuesday, October 23, 2018**

**7:00 PM**

**Council Chambers**

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### 1. ROLL CALL

**Present:** 5 - Mayor Cheryl Selby, Mayor Pro Tem Nathaniel Jones, Councilmember Jim Cooper, Councilmember Clark Gilman and Councilmember Lisa Parshley

**Excused:** 2 - Councilmember Jessica Bateman and Councilmember Renata Rollins

### 1.A ANNOUNCEMENTS

Mayor Selby noted the Council met in Study Session at 5:30 p.m.

### 1.B APPROVAL OF AGENDA

Mayor Selby noted the ordinance associated with Item 4.L was updated.

**The agenda was approved as amended.**

### 2. SPECIAL RECOGNITION

#### 2.A [18-1020](#) Special Recognition - Proclamation Recognizing Civility and Conflict Resolution

Councilmembers read a proclamation recognizing civility and conflict. Dispute Resolution Resolution Center Executive Director Jody Suhrbier discussed services of the Thurston County Dispute Resolution Center.

**The recognition was received.**

#### 2.B [18-0887](#) Special Recognition - Olympia Middle School Students 2019 Calendar Contest, Water Resources Stewardship Through Art

Water Resources Senior Program Specialists Erin Conine and Susan McCleary introduced the young artists who participated in the Water Resources Stewardship Through Art Calendar contest.

**The recognition was received.**

### 3. PUBLIC COMMUNICATION

The following people spoke: Jim Reeves, Bourtai Hargrove, Janet Jordan, Jon Pettit, The Raging Grannies, Erin Hall, Stuart Drebeck, Kris Tucker, Holly Graham, Susan McRae, Robert Bruce, Peter Cook, and Terry Ballard.

**4. CONSENT CALENDAR**

- 4.A**     [18-1012](#)            Approval of October 16, 2018 Study Session Meeting Minutes

**The minutes were adopted.**

- 4.B**     [18-1013](#)            Approval of October 16, 2018 City Council Meeting Minutes

**The minutes were adopted.**

- 4.C**     [18-1018](#)            Approval of 2018 Amendments to City Council Guidebook

**The decision was adopted.**

- 4.F**     [18-0964](#)            Approval of a Resolution Granting Special Valuation for the Olympia Heritage Site at 222 Capitol Way North

**The resolution was adopted.**

- 4.G**     [18-0985](#)            Approval of a Resolution Authorizing an Amendment to the Intergovernmental Emergency Medical Services (EMS) Contract for Paramedic Services with Thurston County

**The resolution was adopted.**

- 4.H**     [18-0986](#)            Approval of a Resolution Authorizing a Lease Agreement Between the City and Thurston County Fire Protection District #3 (Lacey) to allow the Olympia Fire Department to use Vehicle Repair Facility

**The resolution was adopted.**

- 4.I**     [18-0987](#)            Approval of a Resolution Authorizing an Intergovernmental Agreement with Thurston County Fire Protection District #3 (Lacey) for Vehicle Repair

**The resolution was adopted.**

- 4.J**     [18-0988](#)            Approval of a Resolution Authorizing an Intergovernmental Agreement with Mason County Fire Protection District 11 for Vehicle Repair

**The resolution was adopted.**

- 4.K**     [18-0995](#)            Approval of a Resolution to Accept a State Grant from Washington State Department of Commerce for Percival Landing Bulkhead Replacement Project

**The resolution was adopted.**

**4. SECOND READINGS (Ordinances)**

- 4.L**      [18-1006](#)      Approval of an Ordinance Amending the Emergency Housing Facilities Code, Olympia Municipal Code (OMC) Chapter 18.50 - First and Final Reading

**The ordinance was approved on first and final reading.**

**Approval of the Consent Agenda**

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

**Aye:**            5 - Mayor Selby, Mayor Pro Tem Jones, Councilmember Cooper, Councilmember Gilman and Councilmember Parshley

**Excused:**    2 - Councilmember Bateman and Councilmember Rollins

**4.     FIRST READINGS (Ordinances) - None**

**PULLED FROM CONSENT CALENDAR FOR SEPARATE ACTION**

- 4.D**      [18-1009](#)      Approval of a Partnership Between the Faith Community and City of Olympia to Pilot a Tiny House Project

Downtown Programs Manager Amy Buckler gave background on the proposed partnership with the faith community to pilot a tiny house project. Councilmember Gilman expressed concerns with the partnership and lack of scrutiny in the process to choose the partnership. Councilmember Cooper noted the contract will contain an antidiscrimination policy and will have a transparent process.

**Mayor Pro Tem Jones moved, seconded by Councilmember Parshley, to recommend the City commit to funding and staff support for the City and Faith Community pilot project in 2019 for an estimated amount of \$100,000.**

**The motion carried by the following vote:**

**Aye:**            4 - Mayor Selby, Mayor Pro Tem Jones, Councilmember Cooper and Councilmember Parshley

**Nay:**            1 - Councilmember Gilman

**Excused:**    2 - Councilmember Bateman and Councilmember Rollins

- 4.E**      [18-1016](#)      Approval of a Funding Request for Salvation Army Shelter Operations

Community Service Programs Manager Anna Schlecht gave background on the proposed funding request for Salvation Army Shelter operations. Councilmember Gilman said he hopes moving forward there can be sustaining support for these types of resources. Captain Mark Stearns gave an update on Salvation Army services.

**Mayor Pro Tem Jones moved, seconded by Councilmember Gilman, to**

**approve a one-time funding request of \$66,000 for Salvation Army shelter operations and to maintain critically needed shelter bed capacity for homeless single adults. The motion carried by the following vote:**

**Aye:** 5 - Mayor Selby, Mayor Pro Tem Jones, Councilmember Cooper, Councilmember Gilman and Councilmember Parshley

**Excused:** 2 - Councilmember Bateman and Councilmember Rollins

## **5. PUBLIC HEARING**

### **5.A [18-1007](#) Public Hearing on the Preliminary Capital Facilities Plan and 2019-2024 Financial Plan**

Administrative Services Director Debbie Sullivan gave an overview of the Preliminary Capital Facilities Plan (CFP) and the 2019-2024 Financial Plan.

Olympia School District Assistant Superintendent Jennifer Priddy reviewed the Olympia School District CFP.

Olympia Planning Commission Vice Chair Carol Richmond and Bicycle Pedestrian Advisory Committee (BPAC) Chair Scott Morgan discussed feedback from their respective committees regarding the CFP.

Ms. Sullivan shared the next steps and timeline for the CPF and Capital Budget.

Councilmembers asked clarifying questions.

Mayor Selby opened the public hearing at 8:42 p.m. No one commented, so the public hearing was closed. Mayor Selby noted members of the public may still comment online or via email through October 30.

**The public hearing was held and closed.**

## **6. OTHER BUSINESS**

### **6.A [18-1008](#) Presentation of the 2019 Preliminary Operating Budget**

City Manager Steve Hall gave an overview of the 2019 preliminary operating budget. Ms. Sullivan discussed the community conversation that occurred regarding budgeting and the feedback received and heard at the event. She shared the preliminary budget at a glance, budget assumptions and where the money comes from.

Mr. Hall shared department revenue and explained general fund vs. program fund revenue. He discussed the 2019 general fund revenue and its uses. Mr. Hall reviewed improved customer service experiences and quality and efficiency. Ms. Sullivan reviewed the schedule for budgeting.

Councilmembers asked clarifying questions.

**The information was provided.**

- 6.B**     [18-1005](#)     Discussion of Budget Special Topics - Utility Rates, Lodging Tax  
Advisory Committee Recommendations, Impact Fees and Parking &  
Business Improvement Area Budget

Ms. Sullivan introduced the specific components of the budget.

Public Works Water Resources Director Andy Haub discussed utility rates and general facility charges. Parks Program and Planning Supervisor Laura Keehan discussed park impact fees. Public Works Transportation Director Mark Russell reviewed transportation impact fees. Ms. Priddy shared Olympia School District impact fee rates. Downtown Programs Manager Amy Buckler reviewed the draft budget for the Parking Business and Improvement Area (PBIA). Strategic Communications Director Kellie Purce Braseth discussed the Lodging Tax Advisory Committee recommendations.

Councilmembers asked clarifying questions.

**The discussion was completed.**

**7. CONTINUED PUBLIC COMMUNICATION - None**

**8. REPORTS AND REFERRALS**

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

Councilmembers reported on meetings and events attended. Councilmember Cooper made a referral to the Land Use and Environment Committee related to uses of the building on Capital Way that the Family Support Services will soon be vacating.

**8.B CITY MANAGER'S REPORT AND REFERRALS**

Mr. Hall reported on December 4, there will be only a Study Session with three topics. He thanked the Public Works crew who spent Saturday fixing a water main break on Ken Lake. Mr. Hall also discussed the recent drive-by shooting and the quick action by the Olympia Police Department in finding the suspect.

**9. ADJOURNMENT**

The meeting adjourned at 10:07 p.m.