



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

## City Council

### **Approval of a Resolution Authorizing a Project Funded Increase in City Staffing by One Quarter Full-Time-Equivalent to Support the Design and Re-construction of the Armory Creative Campus**

**Agenda Date:** 4/13/2021  
**Agenda Item Number:** 4.E  
**File Number:** 21-0356

---

**Type:** resolution **Version:** 1 **Status:** Passed

---

**Title**

Approval of a Resolution Authorizing a Project Funded Increase in City Staffing by One Quarter Full-Time-Equivalent to Support the Design and Re-construction of the Armory Creative Campus

**Recommended Action**

**Committee Recommendation:**

Not referred to a committee.

**City Manager Recommendation:**

Move to approve a Resolution authorizing a project funded increase in City staffing by one quarter full-time-equivalent to support the design and re-construction of the Armory Creative Campus.

**Report**

**Issue:**

Whether the City Council should approve a Resolution increasing City staffing by one quarter full-time-equivalent, project-funded position to support the design and re-construction of the Armory Creative Campus.

**Staff Contact:**

Paul Simmons, Director, Parks, Arts & Recreation 360.753.8462

**Presenter(s):**

None - Consent Item

**Background and Analysis:**

The City is actively working to acquire the Olympia Armory building at 5151 Eastside St SE for use as a Creative Campus. The City plans to secure the services of a consultant to determine community vision, design and development strategies and construction services needed for the adaptive reuse of the building. This project is led by the Arts, Cultures and Heritage (ARCH) Team, however there is not currently sufficient staff time among the group available to manage this project. T

At the March 30, 2021 Council Meeting, Council approved Resolution No. M-2205 to use Parks acquisition funding to reimburse the Economic Development Reserve in Capital Improvement Fund. The reimbursement amount of \$315,424.72 is related to the purchase costs for the 911 Adams Street property. The reimbursement funds will come from the Parks Voted Utility Tax Fund with a proviso that the reimbursement will be used to establish a Park's Armory Creative Campus Project to jointly support the potential future acquisition of the Armory building and establishment of a Creative Campus.

The position will continue through the design and development strategies and constructions needed for the adaptive reuse of the building OR two years, whichever comes first. Funding for both the consultant and the proposed .25 FTE will come from the designated Armory Creative Campus Project.

The appropriation request for the Armory Creative Campus Project funding will be included in an upcoming quarterly budget amendment ordinance

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

Community interest in the Armory Creative Campus has been demonstrated with a community organized petition that includes over 2,400 signatures, with support expressed from the Eastside Neighborhood Coalition, and from other area arts organizations and individual residents.

**Options:**

1. Approve the Resolution approving an increase in City staffing by one quarter full-time, project-funded position to support the design and re-construction of the Armory Creative Campus and direct staff to include the necessary appropriation request in a future quarterly budget amendment ordinance.
2. Direct staff to make changes to the Resolution based on feedback from Council and approve an amended Resolution approving an increase in City staffing by one quarter full-time, project-funded position to support the design and re-construction of the Armory Creative Campus and direct staff to include the necessary appropriation request in a future quarterly budget amendment ordinance.
3. Do not approve the Resolution and direct staff to develop an alternative staffing solution to support the design and re-construction of the Armory Creative Campus.

**Financial Impact:**

Funding for the .25 FTE project-funded position will come from the reimbursement of \$315,424.72 from Park's acquisition funding (Voted Utility Tax Fund) to the Capital Improvement Fund from the designation of 911 Adams St. as Park inventory. The cost to fund the temporary .25 FTE project-funded position expansion for salary and benefits is approximately \$23,400 annually, however the change is not anticipated to happen until May, which means the annual cost for 2021 will be approximately \$13,650.

**Attachments:**

Resolution