



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

## City Council

### Approval of an Ordinance Amending Ordinance 7287 (Operating, Special and Capital Budgets) - Third Quarter 2021

**Agenda Date:** 10/19/2021  
**Agenda Item Number:** 4.D  
**File Number:** 21-0979

---

**Type:** ordinance **Version:** 2 **Status:** Passed

---

**Title**

Approval of an Ordinance Amending Ordinance 7287 (Operating, Special and Capital Budgets) -  
Third Quarter 2021

**Recommended Action**

**Committee Recommendation:**

Not referred to a committee.

**City Manager Recommendation:**

Move to approve the proposed Ordinance that amends Ordinance 7287 on second reading.

**Report**

**Issue:**

Whether to amend Ordinance 7287 on second reading.

**Staff Contact:**

Aaron BeMiller, Finance Director, Finance Department, 360.753.8465

Joan Lutz, Budget/Financial Analyst, Finance Department, 360.753.8760

**Presenter(s):**

None - Consent Calendar item

**Background and Analysis:**

Background and Analysis has not changed from first to second reading.

City Council may revise the City's Operating Budget by approving an ordinance. Generally, budget amendments are presented quarterly to Council for 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.

The attached ordinance includes recommended amendments to the 2021 Operating Funds, Specials Funds, and Capital Funds for 1) Department request for budget amendments and 2) utilization of

America Rescue Plan Act (ARPA) for the 3rd Quarter in 2021.

- 1) Department requests for budget amendment for 3<sup>rd</sup> quarter in 2021 represent new budget adjustments and associated transfers departments requested for 2021. These appropriations total \$46,210,410; and
- 2) Utilization of ARPA for purchase of property at 1211 Quince, utility assistance and support staff for Development Permitting. These appropriations total \$3,625,000.

Department requests for budget amendments for the 3rd quarter in 2021 are summarized below.

- **City Manager's Office**

- \$650,497 per the Lodging Tax Advisory Committee for various organizations and events. Funding is from the Lodging Tax Fund fund balance.
- \$435,192 carryover of the Brownfield Assessment Project grant. Funding is from a grant.
  
- \$48,956 to upgrade theatrical lighting. Funding is from a grant from the State Arts Commission to support a project in the Creative District.
- \$121,883 for COVID recovery efforts for the Timberland Westside Library and United Way as well as reallocation of recovery funds from the Washington Center and Olympia Downtown Alliance (ODA). Funding is from the Economic Recovery account fund balance.
- \$1,464,849 transfer to the Capital Improvement Fund for ERP (FROGS) project. Funding is Special Accounts Fund balance as well as prior year retired debt.
- \$237,000 for purchase of real estate "Bourgault/Tyler". \$50,000 for initial design, survey and other preliminary costs to move the mitigation site. \$40,000 for Enterprise for Equity BIPOC. \$200,000 for a 2-year contract with the ODA. \$675,000 for the Economic Development Council and Thurston Strong. \$55,000 for alley closure and lighting. \$50,000 for ARCH - Tribal partnership. Funding is from the Economic Recovery account.
- \$110,000 for temporary expansion of the Downtown Ambassador Program and \$90,000 for temporary expansion of the Clean Team Program as pass by City Council on 06/23/2021. Funding is from the Economic Recovery account.
- \$2,175,000 for purchase of real estate "1211 Quince". Funding is from ARPA.
- \$150,000 to conduct an Equity Assessment and Strategic Plan as passed by City Council on 08/24/2021. Funding is from the General Fund fund balance.

- **Community Planning & Development**

- \$34,275 in carryover appropriations of unspent grant funds. Funding is from a grant.
- \$30,000 in appropriations for work and services that Transportation provides to Parking. Funding is from the Parking Fund fund balance.
- \$150,000 in appropriations for support staff to expedite the permitting process. Funding is from ARPA.
- \$50,000 in appropriations for operational support of hazardous trees. Funding is from the Capital Improvement Fund fund balance.
- **Finance Department**
  - \$1,300,000 in appropriations to assist qualifying community members with delinquent utility accounts. Funding is from ARPA.
- **Fire Department**
  - \$99,021 in appropriations for wildland firefighting personal protective equipment. Funding is from a grant.
  - \$8,256 in appropriations for overtime and \$8,697 in appropriations for consumable supplies for the Training Center. Funding is from unanticipated revenue.
- **Parks, Arts & Recreation**
  - \$14,800 in appropriations for youth programming. Funding is from SEEK grant.
  - \$552,696 in appropriations for 2020 carryover corrections and correcting the funding source. Funding is from various fund balances.
- **Public Works Operating Funds**
  - Facilities - \$23,562 in appropriations for an emergency hire of a Maintenance Worker I at the mitigation site. Funding is from budget capacity.
  - Fleet - \$300,000 in appropriations for a cash infusion to Fleet for vehicle replacement. Funding is Waste Resources Fund fund balance.
  - \$53,000 in appropriations for needed budget capacity for project completion. Funding is from Sewer CIP Fund fund balance.
  - \$158,000 in appropriations to move a project from Capital budget into the Operating budget. Funding is from Sewer CIP Fund budget capacity.

- \$40,727 in appropriations for needed budget capacity for project completion. Funding is from the Sewer CIP Fund fund balance.
- \$51,293 in appropriations to move a project from Capital budget into the Operating budget. Funding is from Drinking Water CIP Fund budget capacity.
- \$608,916 in appropriation reductions due to budget need changes in projects. Funding is returned to Sewer CIP Fund fund balance and Drinking Water CIP Fund fund balance.

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

None noted.

**Options:**

1. Approve ordinance amending ordinance 7287. 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.
3. Consider the amending ordinance at another time.

**Financial Impact:**

Operating Funds - total increase in appropriations of \$6,972,274; Special Funds - total increase in appropriations of \$700,497; and Capital Funds - total increase in appropriations of \$3,899,356. Funding sources are noted above.

**Attachments:**

Ordinance