



## City Council

### Approval of a Resolution Advising of the Intent to Allocate Funding of an Increase to Staff by One Full-time Equivalent Position to Support the City of Olympia Cultural Access Program

**Agenda Date:** 8/16/2022  
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#### Title

Approval of a Resolution Advising of the Intent to Allocate Funding of an Increase to Staff by One Full-time Equivalent Position to Support the City of Olympia Cultural Access Program

#### Recommended Action

##### Committee Recommendation:

Community Livability and Public Safety (CLPS) Committee recommends approval of a Resolution advising of the intent to allocate funding of an increase to staff by one full-time equivalent position to support the City of Olympia Cultural Access Program.

##### City Manager Recommendation:

Move to approve the Resolution advising of the intent to allocate funding of an increase to staff by one full-time equivalent position to support the City of Olympia Cultural Access Program.

#### Report Issue:

Whether to approve the Resolution advising of the intent to allocate funding of an increase to staff by one full-time equivalent position to support the City of Olympia Cultural Access Program.

#### Staff Contact:

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#### Presenter(s):

Leonard Bauer, Director, Community Planning and Development, 360.753.8206

#### Background and Analysis:

On April 26, 2022, Olympia voters approved Proposition One, increasing the sales and use tax to fund a cultural access program for Olympia, "Inspire Olympia." Subsequently, in May 2022, City Council approved the new tax and created the Inspire Olympia Fund.

The program's public benefits expressed in City Council Resolution M-2280 (December 2021)

include:

1. Ensuring greater access to arts, science, culture, and heritage organizations for public school students, through programs in and out of classrooms, before and after school programs, and during the summer, and opportunities for free visits to cultural attractions;
2. creating new resources to support or promote cultural activities, events, or projects reflecting our diverse lifestyles, interests and cultures;
3. expanding access and opportunities for the general public, including students, seniors, and economically underserved populations or those on a fixed income, to attend and experience cultural events, performances, festivals, exhibits, and related programs and activities;
4. boosting the City's economy through enhanced cultural community, job creation, and increased tourism; and
5. ensuring that cultural organizations are financially healthy and able to provide public programs and services within their facilities, in neighborhoods and communities, and in public schools.

### Program Implementation Planning

Several initial program development actions are necessary in order to meet these goals and the obligations of the enabling legislation. Among them:

- Establish a representative advisory commission.
- Define eligibility and performance requirements for recipient organizations.
- Establish a public schools cultural access program.
- Create procedures, guidelines and criteria for the award of funds to eligible organizations.

The enabling legislation provides authority for implementing jurisdictions to contract with the Washington State Arts Commission (ArtsWA) for consulting, management, or other administrative services (RCW 36.160.070).

The enabling legislation also provides authority to use program funds to cover start-up costs with later repayment to the fund. This authority was referenced in the December 2021 City Council Resolution.

### Analysis and Recommendations

Two positions will be needed to support the program in 2023, a dedicated Program Manager and a Program Specialist. The Program Manager position is recommended for early authorization and funding to support early program planning and start-up, with the aim of having systems in place for a 2023 funding cycle. The Program Specialist position will be included in a 2023 program budget request and filled in early 2023.

A start-up budget has been prepared that estimates \$100,000 in FY 2022 for program support (attached).

Early funding will pay for:

1. One full time Program Manager position for four months.
2. Consulting services provided by ArtsWA for up to twelve months to assist in program development, particularly related to achieving Inspire Olympia goals for inclusion, access,

public benefit, and accountability: keeping barriers low and accountability high. The program will benefit from ArtsWA's extensive experience reaching deeply into communities, supporting participation, and the logistics of cultural sector granting programs.

3. Essential program set up, i.e., computer and cell phone.

If Council waits until after tax collection begins on January 1, 2023, to authorize staff positions and fund program planning, it is expected that hiring could be completed by March 2023 and program development would begin at that point. An implementation timeline would follow at roughly six to eight months behind the early-start scenario, and funding would not be awarded to cultural organizations before 2024.

Council may choose to repay the city budget for these start-up costs from the Cultural Access Fund once tax collection begins, using the legislative authorization of the enabling statute.

**Options:**

1. Approve the Resolution advising of the intent to allocate funding of an increase to staff by one full-time equivalent position to support the City of Olympia Cultural Access Program.
2. Approve the Resolution with modifications.
3. Do not approve the Resolution.

**Financial Impact:**

The City Finance Director anticipates that tax revenues will exceed budget for 2022 by more than \$100,000. Council will have the option in 2023 to use revenues from the Cultural Access Fund to reimburse this expenditure.

**Attachments:**

Resolution

Proposed Timeline

Proposed 2022 Budget

Program Manager Position Description