



Meeting Agenda

General Government Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8447

Wednesday, September 16, 2015

4:30 PM

Room 207

1. ROLL CALL

2. CALL TO ORDER

3. APPROVAL OF MINUTES

- 3.A [15-0863](#) Approval of July 15, 2015 General Government Committee Meeting Minutes

Attachments: [Minutes](#)

4. COMMITTEE BUSINESS

- 4.A [15-0861](#) Review of Proposed 2015 General Government Committee Work Plan for September through December

Attachments: [Genl Govt Work Plan](#)

- 4.B [15-0864](#) Preparation for the October 12, 2015 County HOME Consortium Retreat

Attachments: [Home Consortium Retreat Agenda 2015](#)

- 4.C [15-0862](#) Report on Plans for the Inaugural Indigenous Peoples Day Celebration

5. ADJOURNMENT

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City Hall
601 4th Avenue E.
Olympia, WA 98501
360-753-8447

General Government Committee

Approval of July 15, 2015 General Government Committee Meeting Minutes

Agenda Date: 9/16/2015
Agenda Item Number: 3.A
File Number: 15-0863

Type: minutes **Version:** 1 **Status:** In Committee

Title

Approval of July 15, 2015 General Government Committee Meeting Minutes



Meeting Minutes - Draft

General Government Committee

City Hall
601 4th Avenue E
Olympia, WA 98501
Information: 360.753.8447

Wednesday, July 15, 2015

4:30 PM

Room 207

1. ROLL CALL

Present: 3 - Chair Jeannine Roe, Committee member Julie Hankins and Committee member Cheryl Selby

2. CALL TO ORDER

Chair Roe called the meeting to order at 4:30 p.m.

3. APPROVAL OF MINUTES

3.A [15-0702](#) Approval of June 17, 2015 General Government Committee Meeting Minutes

The minutes were approved.

4. COMMITTEE BUSINESS

4.A [15-0353](#) Municipal Art Plan 2015

Present for the discussion were Arts Commission Chair Marygrace Jennings, Arts Commissioners Diana Fairbanks and Ron Hinton, and Staff liaison and Arts & Events Manager Stephanie Johnson.

Ms. Jennings provided an overview of the Commission's recommended package of 2015 projects totaling \$149,900. She noted the prior recommendation for \$50,000 in Artspace funding is removed from the 2015 proposal; instead a potential Artspace expenditure is shown in 2016. She also pointed out an increase in the proposed budget for the Music Out Loud project. This increase is based on estimates recently obtained by staff for project fabrication.

Communications Manager Cathie Butler reminded the Committee the Municipal Art Plan is similar to the City's Capital Facilities Plan. Approval is requested for the first year projects only. Information listed for subsequent years is for the purpose of transparent disclosure to the Council and community of the Commission's intent at this time.

Ms. Jennings and Ms. Johnson highlighted the following 2015 projects: Traffic Box Wrap, Harrison / Black Lake Tree Guards, City Gateways, and City Hall Rotating Exhibit Support.

The General Government Committee provided the following advice to the Commission and staff:

- Harrison / Black Lake Tree Guards - before proceeding, check the design and location with the City's Bicycle & Pedestrian Advisory Committee and the neighborhood association. Also check City code requirements.
- City Gateways - Serve as a lead for wayfinding / entry signage. Coordinate the various interests from other City departments and downtown businesses regarding signage. Perhaps call a meeting to gather input from the Olympia Downtown Association, Parking & Business Improvement Area Board, Visitor & Convention Bureau, the City's downtown liaison, the City's parking supervisor, and a representative from Public Works. Also connect with the firm who will be working on the City's Downtown Strategy. Committee members agreed that their highest first priority is replacing the existing Plum / Union entryway sign.

Committee member Hankins moved, seconded by Committee member Selby, to forward the 5-year Municipal Art Plan to the Council for approval as a Consent Calendar item, with the understanding that the action is to accept the 5-year plan and authorize the Commission and staff to proceed with the 2015 projects and activities. The motion carried by the following vote:

Aye: 3 - Chair Roe, Committee member Hankins and Committee member Selby

4.B [15-0687](#) Music Out Loud Names and Call for Art

Arts Commissioner Diana Fairbanks provided an overview of the project. She explained the project consists of designing and installing three performances spaces in or adjacent to downtown sidewalks. The spaces will each recognize one Olympia performing artist. The Commission held an open, public call for artist nominations based on criteria previously approved by the General Government Committee. The Commission recommends:

- Steve Munger for mastery of diverse styles within his own music.
- Verne Eke as a pivotal figure in Olympia's music history.
- Bert Wilson for his significant contribution to music and the community.

Locations recommended by the Commission are:

- 5th Avenue and Capitol Way.
- Columbia Street and 4th Avenue.
- Washington Street in front of the Washington Center.

Since identifying those locations, the Commission has heard the Parking & Business Improvement Area Board is interested in working with the Commission to identify a location in the east-end of downtown. Therefore, the Commission and staff recommend foregoing the Columbia/4th Avenue site at this time in favor of an east end location, if a viable location is identified.

Chair Roe suggested the Commission verify background information about the artists.

Chair Roe thanked the Arts Commission for their great work on this project and the Municipal Art Plan.

The Committee unanimously concurred with the recommendations of the Arts Commission and staff and authorized them to move forward with the project. This concurrence is with the understanding that General Government Committee will review the final designs and the Council has final approval authority.

4.C [15-0712](#) Oral Report - Update on Civic Engagement and Social Media Efforts

Communications / Social Media Specialist Josh Linn provided an update on City efforts. He highlighted:

- the City's unique use of Facebook for "voting" on the traffic box wrap designs which has resulted in over 17,000 votes in the past month.
- success of the roadway striping tweets.
- the Police Department's officer involved shooting web page which had nearly 5,000 visits in the first 10 days of the incident.

He shared statistics on use of the City's Facebook, Twitter, and OlySpeaks accounts.

Committee members thanked Josh for his creative work and excellent presentation.

The report was received.

4.D [15-0716](#) Discussion about Guidelines for Council Meetings including Public Comment, Council Reports, and Remote Meeting Participation

Chair Roe recommended the Committee continue the discussion to a future date, possibly in early 2016 when General Government takes up the biennial review of all Guidelines. This will give the Committee an opportunity to develop and test a Council Reports form as was discussed at Council's mid-year retreat. Committee member Hankins suggested the Committee also work on a form for referrals.

Committee members unanimously concurred with continuing the discussion to a future date and with the recommendations to develop and test reporting and referral forms in the meantime.

5. ADJOURNMENT

Chair Roe adjourned the meeting at 6:20 p.m.



General Government Committee

Review of Proposed 2015 General Government Committee Work Plan for September through December

Agenda Date: 9/16/2015
Agenda Item Number: 4.A
File Number: 15-0861

Type: decision **Version:** 1 **Status:** In Committee

Title

Review of Proposed 2015 General Government Committee Work Plan for September through December

Recommended Action

Committee Recommendation:

N/a

City Manager Recommendation:

Move to forward recommendation to approve the proposed General Government Committee Work Plan to City Council.

Report

Issue:

The General Government Committee work plan for the remainder of 2015 has been updated. Committee members are asked to review and agree on a work plan.

Staff Contact:

Kellie Purce Braseth, Strategic Communications Director, 360.753.8361

Presenter(s):

Kellie Purce Braseth, Strategic Communications Director

Background and Analysis:

On the initial 2015 Committee work plan, the meetings for August through December were left open for issues referred during 2015 or for follow up and updates on previously discussed topics. City staff have updated the work plan for the remainder of the year and seek review and agreement on a work plan.

Neighborhood/Community Interests (if known):

N/A

Options:

Type: decision **Version:** 1 **Status:** In Committee

Provide guidance on work plan activities

Financial Impact:

N/A



2015 General Government Committee - DRAFT

Schedule of Regular and Special Meetings, ~~as of January 29, 2015~~ – Updated Sept. 3, 2015

Note: Meeting dates and agenda items are subject to change.

Regular meeting: 3rd Wednesday, 4:30 – 6:30 p.m., Olympia City Hall, Room 207

Committee Members: Councilmembers Jeannine Roe (Chair), Julie Hankins, Cheryl Selby

Date	Tentative Agenda	Lead Staff
February 25 (Special Meeting – 4 th Wednesday)	<ul style="list-style-type: none"> Community Development Block Grant (CDBG) – Program Year 2015 Action Plan Process; and Review of Performance Evaluation Process Discussion about Councilmember Reports at Meetings Prepare for Advisory Committee Interviews/ Review applications Prepare for Annual Meeting with Committee Chairs 	Leonard Bauer Cathie Butler Cathie Butler Cathie Butler
March 10 & 24 (Special Meetings)	<ul style="list-style-type: none"> Advisory Committee Interviews 	Cathie Butler
March 18	<ul style="list-style-type: none"> Annual Work Plan Review and Meeting with Advisory Committee Chairs 	Cathie Butler
April 15	<ul style="list-style-type: none"> Status Report on Downtown Ambassador Program and Storefront Partnership Status Report on PBI Clean & Safe Program Discussion about Requiring Property Owners to Keep Storefront Areas Clean Consideration of a Smoking Ban on All City Property 	Brian Wilson Brian Wilson Brian Wilson ?
May 20	<ul style="list-style-type: none"> Discussion of Council Communication Actions Review Proposal for Councilmember Email Responses Update on Civic Engagement and Social Media Efforts 	Cathie Butler Cathie Butler Cathie Butler
June 17	<ul style="list-style-type: none"> Public Safety / OPD Trends, Issues, and Program Updates 	Ronnie Roberts
July 15	<ul style="list-style-type: none"> Community Discussion about Indigenous People’s Day Concept (Schedule at TESC Longhouse) 	?
August 19	CANCELLED	
September 16	<ul style="list-style-type: none"> 2015 Committee Work Plan Review Home Consortium Retreat Preparation Indigenous People’s Day Celebration 	Kellie Braseth Leonard Bauer Kellie Braseth ?
October 21	<ul style="list-style-type: none"> CDBG Downtown Traffic Wraps with Wayfinding Maps Update Economic Development Work Plan Council Salary Comparisons 	Stephanie Johnson Renee Sundee
November 18	<ul style="list-style-type: none"> Public Notice/Participation – Land Use Issues Council Retreat Facilitator Training Needs for Advisory Board Members 	
December 16	<ul style="list-style-type: none"> Council Guidelines: Remote Attendance, Disruption at Meetings Council in the Community (Coffee with Councilmembers) <ul style="list-style-type: none"> Opportunities for Engagement 	- - -

	<ul style="list-style-type: none"><li data-bbox="358 191 1219 270">• Citizen Response Tracking Software Preview	Shawn Ward
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General Government Committee

Preparation for the October 12, 2015 County HOME Consortium Retreat

Agenda Date: 9/16/2015
Agenda Item Number: 4.B
File Number: 15-0864

Type: report **Version:** 1 **Status:** In Committee

Title

Preparation for the October 12, 2015 County HOME Consortium Retreat

Recommended Action

Committee Recommendation:

N/A

City Manager Recommendation:

Receive an Oral Report on the HOME Consortium's October 12 retreat.

Report

Issue:

The City must determine its goals for the County HOME Consortium's governance discussion at its upcoming October 12 retreat

Presenter(s):

M. Anna Schlecht, Housing Program Manager

Background and Analysis:

The HOME Consortium will hold its annual retreat on Monday, October 12 at the County's Tilley Road Emergency Management Center. The agenda includes a discussion of "the Future", in which Consortium members will consider options to improve the governance of federal, state and local funds available for affordable housing, social services and homeless housing. In preparation, committee members will receive an oral report on potential options and will then hold a discussion on the City's goals for that discussion.

2015 HOME Consortium Retreat Agenda
October 12, 2015

1. Progress to Date (9:00am-12:00pm)
 - Welcome and Introductions
 - Future of Funding
 - Slideshow of programs and projects
 - Review of Progress

2. Lunch (provided) (12:00pm-1:00pm)
 - Thurston Thrives Presentation (Chris Hawkins)

3. The Future (1:00pm – 4:00pm)
 - Community Investment Partnership
 - HOME Citizens Advisory Committee/Housing Task Force
 - Housing Action Team

4. Recap of Day and Decisions

Location: Tilley Road Office of Emergency Management, Room 111
Facilitator: Karen Parkhurst, Senior Planner
Thurston Regional Planning Council



General Government Committee

Report on Plans for the Inaugural Indigenous Peoples Day Celebration

Agenda Date: 9/16/2015
Agenda Item Number: 4.C
File Number: 15-0862

Type: discussion **Version:** 1 **Status:** In Committee

Title

Report on Plans for the Inaugural Indigenous Peoples Day Celebration

Recommended Action

Committee Recommendation:

N/A

City Manager Recommendation:

Receive the report on the Indigenous Peoples Day Celebration and provide guidance on any next steps.

Report

Issue:

The City Council has proclaimed October 12, 2015, as Indigenous Peoples Day in Olympia. Planning for a community celebration is underway and the City has been asked to participate.

Staff Contact:

Kellie Purce Braseth, Strategic Communications Director, 360.753.8361

Presenter(s):

Kellie Purce Braseth, Strategic Communications Director

Background and Analysis:

The Olympia City Council's recent proclamation of Oct. 12, 2015 as Indigenous Peoples Day has been warmly received by the community. Representatives have stepped forward with proposals for activities in celebration of the day and have invited the City to participate.

Neighborhood/Community Interests (if known):

Members of the community's indigenous peoples have been pleased with the City's support of the October 12 recognition.

Options:

Provide guidance on the City's participation.

Type: discussion **Version:** 1 **Status:** In Committee

Financial Impact:
None