



# City of Olympia

## Future City Council Meeting Agendas

### As of May 7, 2015

The Capital of  
Washington State

601 4<sup>th</sup> Avenue E.  
Olympia, WA 98501

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Information: 360-753-8447

## UPCOMING AGENDA ITEMS

Items Scheduled are  
Subject to Change

### ITEMS TO BE SCHEDULE

#### Council

- A. **STUDY SESSION** - Update on: Needle Exchange Program, Thurston Narcotics Task Force, Policing (*Ronnie Roberts*) (*Rqstd 4/15/14*)
- B. **STUDY SESSION** - Thurston Thrives (*Rqstd 1/20/15 - Roe*)
- C. **STUDY SESSION** - Overview of Waste Resources - One-Side Collection Programs, Schedule, and Goals (*Dan Daniels, Public Works*) File #15-0131
- D. **STUDY SESSION** - City Technology Strategy and Criteria (*Finance Committee/Shawn Ward, Admin. Svcs.*)
- E. **STUDY SESSION** - Recreation Program Overview (*Scott River, Parks*)
- F. **CONSENT** - Approval of Antenna Leases (*Thanh Jeffers, Public Works*) File #15-0021

#### Finance Committee - 2<sup>nd</sup> Wed., 5:00 pm and 4<sup>th</sup> Friday, 12:00 N (*Jim Cooper, Chair, Nathaniel Jones, Cheryl Selby*)

- A. Committee Discussion on the Capital Facilities Plan Comprehensive Plan Goals and Policies
- B. Next Steps in Implementation of Best Practices Report on the Farmers Market (*Steve Hall, Exec.*)
- C. Creation of a Metro Parks District (*Rqstd 11/25/14*)
- D. Performance Reports on CAMMP (*Rqstd 11/25/14*)
- E. LBA Woods (*Rqstd 11/25/14*)
- F. Funding Issues and Options for Percival Landing (*Rqstd 1/13/15*)
- G. Review Matrix of Budget Related Work Program Items (*Retreat*)
- H. Develop Budget Estimates and Deployment Plan for Program Similar to Eugene's "Cahoots" Program (*Laura Wohl, Police*)
- I. Discussion on LBA Woods (*Paul Simmons, Parks*)

#### General Government Committee - 3<sup>rd</sup> Wednesday, 4:30 pm (*Jeannine Roe, Chair, Julie Hankins, Cheryl Selby*)

- A. Review of MOU with CNA (*Rqstd 3/31/15*)
- B. Bike Corridor Options (*Rqstd 5/5/15 - SH*)

#### Land Use and Environment Committee - 4<sup>th</sup> Thursday, 5:30 pm (*Steve Langer, Chair, Jeannine Roe, Julie Hankins*)

- A. Installation of Conduit for Fiber Optic Cable in Open Ditch (*Rqstd by Jim Cooper - 10/28/14*)

#### Community and Economic Renewal Committee (*Nathaniel Jones, Chair, Jim Cooper, Julie Hankins*)

- A. Debrief City Council Meeting: Public Finance Seminar and RFP Status Report (*Keith Stahley, CP&D*)
- B. Review Regional and Local Economic Indicators and Opportunity Sites (*Keith Stahley, CP&D*)
- C. Consider Second Development Roundtable Format and Objectives (*Keith Stahley, CP&D*)
- D. Status Report and Update on CRA Process (*Keith Stahley, CP&D*)

May 19 - 7:00 pm

#### **COUNCIL MEETING**

- A. **SPECIAL RECOGNITION** - Proclamation Declaring May as Historic Preservation Month and Presentation of Annual Preservation Award (*Michelle Sadlier, CP&D*)
- B. **PUBLIC HEARING** - Right-of-Way Vacation of a Portion of the Alley at 600 Franklin Street SE (*Ladd Cluff, Public Works*) #15-0383
- C. **OTHER BUSINESS** - Recognize Public Works Week, and Review 2015 Construction Projects (*Steve Sperr, Public Works*)
- D. **OTHER BUSINESS** - Decision on Downtown Strategy Scope and Consultant Criteria (*Amy Buckler, CP&D*)
- E. **CONSENT** - Approval of Interlocal Agreement with Pierce County Fire District #21 for Hazmat Team Services (*Greg Wright, Fire*)

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- F. **CONSENT** - Approval of CP&Ds Request for Two FTEs and 1<sup>st</sup> Reading of Appropriations Ordinance (*Finance Committee, Jane Kirkemo, Admin. Svcs.*)
- G. **CONSENT** - Approval of April 29, 2015 Special City Council Meeting Minutes for the Septic Summit

May 20 - 4:30 pm

**GENERAL GOVERNMENT COMMITTEE**

- A. Approval of April 2, 2015 General Government Committee Minutes
- B. Approval of April 28, 2015 General Government Committee Minutes
- C. Discussion of a Smoking Ban on All City Property (*Cathie Butler, Exec.*)
- D. Downtown Welcome Center and Ambassador Program Update (*Brian Wilson, CP&D*)
- E. Status Report on PBI Clean & Safe Program (*Brian Wilson, CP&D*)
- F. Discussion about Requiring Property Owners to Keep Storefront Areas Clean (*Brian Wilson, CP&D*)
- G. Council Guidelines (*Cathie Butler, Exec.*)
- H. Advisory Committee Interviews (*Cathie Butler, Exec.*)

May 21 - 5:30 pm

**LAND USE AND ENVIRONMENT COMMITTEE**

- A. Approval of April 23, 2015 Land Use and Environment Committee Minutes
- B. Parking Strategy Update (*Karen Kenneson, CP&D*)
- C. Downtown Strategy Scope (*Amy Buckler, CP&D*)
- D. Action Plan (*Stacey Ray, CP&D*)
- E. Waste Resources Plan (*Ron Jones, Public Works*) #15-0428
- F. Critical Area Ordinance Work Plan and Schedule
- G. Status Reports and Updates - DT Project (*Keith Stahley, CP&D*)

May 22 - 12:00 pm

**FINANCE COMMITTEE**

- A. Approval of May 13, 2015 Finance Committee Meeting Minutes

May 26 - 6:00 pm

**SPECIAL STUDY SESSION MEETING**

- A. Pavement Management Priorities (*Mark Russell, Public Works*) #15-0452
- B. Municipal Art Plan (*Stephanie Johnson, Parks*)
- C. Future Agenda Check-Ins

May 26 - 8:00 pm

**SPECIAL CITY COUNCIL MEETING**

- A. **CONSENT** - Approval of Proposed Plinths for 2015 (*Stephanie Johnson, Parks*)
- B. **CONSENT** - Approval of Use of Asset Forfeiture Funds (*Laura Wohl, Police*)
- C. **EXECUTIVE SESSION** Pursuant to RCW 42.30.110 (1)(b) - Real Estate Matter

June 1 - 5:30 pm

**SPECIAL COMMUNITY AND ECONOMIC REVITALIZATION COMMITTEE** (Special Meeting of the Council to Conduct Business of the CERC)

- A. Approval of April 22, 2015 CERC Minutes
- B. Debrief Public Finance Seminar (*Keith Stahley, CP&D*)
- C. Finalize RFP and Consider RFP Communication Plan (*Keith Stahley, CP&D*)
- D. Status Report and Update on CRA Process

June 2 - 5:30 pm

**SPECIAL STUDY SESSION**

- A. Sustainable Budget

June 2 - 7:00 pm

**COUNCIL MEETING**

- A. **PUBLIC HEARING** - CDBG Action Plan (*Leonard Bauer, CP&D*)

- B. **OTHER BUSINESS** - Review Of Olympia Woodland Trail Phase 4 Feasibility Study (*Kip Summer, Parks*)
- C. **OTHER BUSINESS** - Approval of Ordinance Amending OMC Chapters 12, 14, 16, 17, and 18 Related to Project Review and Decisions by the Site Plan Review Committee (*Land Use and Environment Committee/Leonard Bauer, CP&D*)
- D. **CONSENT** - Approval of Bid Award for the 2015 Water Main Improvement Project (*Tim Richardson, Public Works*) #15-0427

June 9 - 6:00 pm

**SPECIAL STUDY SESSION MEETING**

- A. Present All Public Feedback on Parks Plan Received to Date (*Jonathon Turlove, Parks*)
- B. Sustainable Budget
- C. Future Agenda Check-Ins

June 9 - 8:00 pm

**SPECIAL CITY COUNCIL MEETING**

- A. **CONSENT** - 1<sup>ST</sup> Reading of Ordinance Amending the Fund 107 CDBG Loan Repayment Fund and Fund 108 HUD Fund (*Stacie Tellers, Admin. Svcs.*)

June 10 - 5:00 pm

**FINANCE COMMITTEE**

- A. Approval of May 22, 2015 Finance Committee Meeting Minutes
- B. Recommendation on Police Cams Including How to Deal with Records Issues
- C. Review Changes to City's Investment Policies
- D. Review Prior Year Use of Council's Goal Money (*Jane Kirkemo, Admin. Svcs.*)

June 16 - 5:30 pm

**EXECUTIVE SESSION**

- A. Executive Session Pursuant to RCW 42.30.140(4) - Personnel Matter - Mid-Year Performance Evaluation of City Manager

June 16 - 7:00 pm

**COUNCIL MEETING**

- A. **PUBLIC HEARING** - Right-of-Way Vacation of a Portion of 1919 Harrison Ave. NW (*Ladd Cluff, Public Works*) #15-0454
- B. **OTHER BUSINESS** - Final Approval of Community Renewal Area Request for Proposal Document (*Keith Stahley, CP&D*)
- C. **OTHER BUSINESS** - Traffic Box Mural Wrap Project (*Stephanie Johnson, Parks*)
- D. **OTHER BUSINESS** - Approval of LOTT Zoning Map Amendment (*Todd Stamm, CP&D*)
- E. **OTHER BUSINESS** - Approval of Rezone Application Timing Amendment (*Todd Stamm, CP&D*)
- F. **OTHER BUSINESS** - Approval of Rezone Application Review Process Amendment (*Todd Stamm, CP&D*)
- G. **CONSENT** - Approval of Trueman & Virginia Schmidt House Application for Olympia Heritage Register (*Michelle Sadlier, CP&D*)

June 17 - 4:30 pm

**GENERAL GOVERNMENT COMMITTEE**

- A. Approval of May 20, 2015 General Government Committee Minutes
- B. Public Safety/OPD Trends, Issues, and Program Updates (*Ronnie Roberts, Police*)

June 18 - 5:30 pm

**SPECIAL LAND USE AND ENVIRONMENT COMMITTEE**

- A. Approval of May 28, 2015 Land Use and Environment Committee Minutes
- B. Low Impact Development Code Revisions (*Andy Haub, Public Works*) 15-0453
- C. Urban Infill Annexation Report (*Todd Stamm, CP&D*)
- D. Critical Areas (*Stacey Ray, CP&D*)
- E. Comp Plan Implementing Code Amendments (*Todd Stamm, CP&D*)

Saturday  
June 20**CITY COUNCIL MID-YEAR RETREAT**

June 22 - 5:30 pm

**COMMUNITY AND ECONOMIC REVITALIZATION COMMITTEE** (Special Meeting of the Council to Conduct Business of the CERC)

- A. Conduct Second Development Roundtable (Keith Stahley, CP&D)

June 23

**NO COUNCIL MEETING**

June 26 - 12:00 pm

**FINANCE COMMITTEE**

- A. Approval of June 10, 2015 Finance Committee Minutes

June 30

**NO COUNCIL MEETING**

July 7 - 5:30 pm

**CLOSED SESSION** - Pursuant to RCW 42.30.140 (4)(b) - Labor Negotiations

July 7 - 7:00 pm

**COUNCIL MEETING**

- A. **CONSENT** - Final Approval of the CDBG Action Plan (*Leonard Bauer, CP&D*)

July 8 - 5:00 pm

**FINANCE COMMITTEE**

- A. Approval of June 26, 2015 Finance Committee Minutes
- B. Study of Jail and Community Corrections Long-Term Costs and Options for Regional Efficiencies
- C. Quarterly Report on Parks Asset Management (*Paul Simmons, Parks*)
- D. Review of Preliminary CFP Money (*Jane Kirkemo, Admin. Svcs.*)

July 14 - 6:00 pm

**SPECIAL STUDY SESSION MEETING**

Future Agenda Check-Ins

July 14 - 8:00 pm

**SPECIAL CITY COUNCIL MEETING**

July 15 - 4:30 pm

**GENERAL GOVERNMENT COMMITTEE**

- A. Approval of June 17, 2015 General Government Committee Minutes
- B. Discussion of Council Communication Actions (*Cathie Butler, Exec.*)
- C. Review Proposal for Councilmember Email Responses (*Cathie Butler, Exec.*)
- D. Update on Civic Engagement and Social Media Efforts (*Cathie Butler, Exec.*)

July 21 - 7:00 pm

**COUNCIL MEETING**

July 23 - 5:30 pm

**LAND USE AND ENVIRONMENT COMMITTEE**

- A. Approval of June 18, 2015 Special Land Use and Environment Committee Minutes
- B. Port of Olympia Real Estate Development Plan (*Leonard Bauer, CP&D*)
- C. Code Enforcement Staff Report (*Todd Cunningham, CP&D*)

**Items Scheduled are  
Subject to Change**

- July 24 - 12:00 pm**      **FINANCE COMMITTEE**  
 A. Approval of July 8, 2015 Finance Committee Minutes
- July 27 - 5:30 pm**      **COMMUNITY AND ECONOMIC REVITALIZATION COMMITTEE** (Special Meeting of the Council to Conduct Business of the CERC)  
 A. Approval of June 1, 2015 CERC Minutes  
 B. Approval of June 22, 2015 CRC Minutes  
 C. Debrief Second Development Roundtable (Keith Stahley, CP&D)  
 D. Status Report and Update on CRA Process
- July 28**                      **NO COUNCIL MEETING**  
**August 4**                      **NO COUNCIL MEETING**
- August 11 - 6:00 pm**      **SPECIAL STUDY SESSION MEETING**  
 Future Agenda Check-Ins
- August 11 - 8:00 pm**      **SPECIAL CITY COUNCIL MEETING**
- August 12 - 5:00 pm**      **FINANCE COMMITTEE**  
 A. Approval of July 24 Finance Committee Minutes  
 B. Continue Review of all Major Revenue Categories  
     a. Update B & O Code  
     b. Changes in Adult Business Licenses  
 C. Review of Transportation Impact Fee Calculations
- August 18 - 7:00 pm**      **COUNCIL MEETING**  
 A. **OTHER BUSINESS** - Announcement of Selected Traffic Box Mural Wrap Project Designs (*Stephanie Johnson, Parks*)
- August 19 - 4:30 pm**      **GENERAL GOVERNMENT COMMITTEE**  
 A. Approval of July 15, 2015 General Government Committee Minutes  
 B. Community Discussion about Indigenous People’s Day Concept
- August 24 - 5:30 pm**      **COMMUNITY AND ECONOMIC REVITALIZATION COMMITTEE** (Special Meeting of the Council to Conduct Business of the CERC)  
 A. Approval of July 27, 2015 CERC Minutes  
 B. Consider Responses to RFP and Next Steps in RFP Process (*Keith Stahley, CP&D*)  
 C. Prepare for RFP Open House (Keith Stahley, CP&D)  
 D. Status Report and Update on CRA Process (Keith Stahley, CP&D)
- August 25 - 6:00 pm**      **SPECIAL STUDY SESSION MEETING**  
 Future Agenda Check-Ins
- August 25 - 8:00 pm**      **SPECIAL CITY COUNCIL MEETING**
- August 27 - 5:30 pm**      **LAND USE AND ENVIRONMENT COMMITTEE**  
 A. Approval of July 23, 2015 Land Use and Environment Committee Minutes
- August 28- 12:00 pm**      **FINANCE COMMITTEE**  
 A. Approval of August 12, 2015 Finance Committee Minutes
- September 1 - 7:00 pm**      **COUNCIL MEETING**

**Items Scheduled are  
Subject to Change**

- September 8** **NO COUNCIL MEETING**
- September 9 - 5:00 pm** **FINANCE COMMITTEE**

  - A. Approval of August 28, 2015 Finance Committee Minutes
  - B. Develop Criteria and Schedule for 2016 Budget Cuts
  - C. Quarterly Report on Parks Asset Management
- September 15 - 7:00 pm** **COUNCIL MEETING**
- September 16 - 4:30 pm** **GENERAL GOVERNMENT COMMITTEE**

  - A. Approval of August 15, 2015 General Government Committee Minutes
- September 22 - 6:00 pm** **TRANSPORTATION BENEFIT DISTRICT MEETING**

  - A. Approval of January 27, 2015 TBD Meeting Minutes
  - B. Approval of Informed Consent of the City of Olympia and the Olympia Transportation Benefit District for Joint Legal Representation (*Mark Barber, Legal*)
- September 22 - 6:30 pm** **SPECIAL STUDY SESSION MEETING**

  - Future Agenda Check-Ins
- September 22 - 8:00 pm** **SPECIAL CITY COUNCIL MEETING**
- September 24 - 5:30 pm** **LAND USE AND ENVIRONMENT COMMITTEE**

  - A. Approval of August 27, 2015 Land Use and Environment Committee Minutes
  - B. Annual Annexation Report (*Todd Stamm, CP&D*)
  - C. Comp Plan Implementing Code Amendments (*Todd Stamm, CP&D*)
  - D. Downtown Project Update (*Brian Wilson, CP&D*)
- September 25 - 12:00 pm** **FINANCE COMMITTEE**

  - A. Approval of September 9, 2015 Finance Committee Minutes
- September 28 - 5:30 pm** **COMMUNITY AND ECONOMIC REVITALIZATION COMMITTEE** (Special Meeting of the Council to Conduct Business of the CERC)

  - A. Approval of August 24, 2015 CERC Minutes
  - B. Consider RFPs and Selection of Finalist (*Keith Stahley, CP&D*)
- September 29** **NO COUNCIL MEETING**
- October 6 - 7:00 pm** **COUNCIL MEETING**

  - A. **OTHER BUSINESS** - Prepare for RFP Open House (*Keith Stahley, CP&D*)
- October 12 -** **SPECIAL CITY COUNCIL MEETING**

  - A. Community Renewal RFP Open House
- October 13 - 6:00 pm** **SPECIAL STUDY SESSION MEETING**

  - Future Agenda Check-Ins
- October 13 - 8:00 pm** **SPECIAL CITY COUNCIL MEETING**
- October 14 - 5:00 pm** **FINANCE COMMITTEE**

  - A. Approval of September 25, 2015 Finance Committee Minutes
  - B. Use of Local Improvement Districts (LIDs) as Financing Tool



C. Review of Preliminary 2015 Operating Budget

October 20 - 7:00 pm **COUNCIL MEETING**

October 21 - 4:30 pm **GENERAL GOVERNMENT COMMITTEE**  
A. Approval of September 16, 2015 General Government Committee Minutes

October 22 - 5:30 pm **LAND USE AND ENVIRONMENT COMMITTEE**  
A. Approval of September 24, 2015 Land Use and Environment Committee Minutes

October 23 - 12:00 pm **FINANCE COMMITTEE**  
A. Approval of October 14, 2015 Finance Committee Minutes

October 26 - 5:30 pm **COMMUNITY AND ECONOMIC REVITALIZATION COMMITTEE (Special Meeting of the Council to Conduct Business of the CERC)**  
A. Approval of September 28, 2015 CERC Minutes  
B. Approval of October 6, 2015 CERC Minutes  
C. Consider Draft of the Community Renewal Plan (*Keith Stahley, CP&D*)  
D. Consider Community Renewal Plan Public Involvement Process (Keith Stahley, CP&D)  
E. Status Report and Update on CRA Process (Keith Stahley, CP&D)

October 27 - 6:00 pm **SPECIAL STUDY SESSION MEETING**  
Future Agenda Check-Ins

October 27 - 8:00 pm **SPECIAL CITY COUNCIL MEETING**

November 3 **NO COUNCIL MEETING**

November 10 - 6:00 pm **SPECIAL STUDY SESSION MEETING**  
A. Review CRA RFP Responses and Draft CR Plan

November 10 - 8:00 pm **SPECIAL CITY COUNCIL MEETING**

November 17 - 7:00 pm **COUNCIL MEETING**  
A. **PUBLIC HEARING** - 2017-2022 Six-Year Transportation Improvement Program (*David Smith, Public Works*) File #15-0130  
B. **PUBLIC HEARING** - Operating and Capital Budgets (*Jane Kirkemo, Admin. Svcs.*)  
C. **PUBLIC HEARING** - Ad Valorem Tax Ordinance - 1<sup>st</sup> Reading (*Dean Walz, Admin. Svcs.*)  
D. **OTHER BUSINESS** - Approval of Community Renewal Area Request for Proposal Recommendations (*Keith Stahley, CP&D*)  
E. **OTHER BUSINESS** - Presentation Of Draft Parks Plan (*Jonathon Turlove, Parks*)

November 18 - 4:30 pm **GENERAL GOVERNMENT COMMITTEE**  
A. Approval of October 21, 2015 General Government Committee Minutes  
B. Meet with Advisory Board Chairs  
    a. 2016 Work Plans  
    b. 2016 Recruitment, Interview Process, and Dates

- November 19 - 5:30 pm**      **SPECIAL LAND USE AND ENVIRONMENT COMMITTEE**  
A. Approval of October 22, 2015 Land Use and Environment Committee Minutes
- November 23 - 5:30 pm**      **COMMUNITY AND ECONOMIC REVITALIZATION COMMITTEE** (Special Meeting of the Council to Conduct Business of the CERC)  
A. Approval of October 26, 2015 CERC Minutes  
B. Consider Draft of the Community Renewal Plan (*Keith Stahley, CP&D*)  
C. Status Report and Update on CRA Process (*Keith Stahley, CP&D*)
- November 24 - 6:00 pm**      **SPECIAL STUDY SESSION MEETING**  
Future Agenda Check-Ins
- November 24 - 8:00 pm**      **SPECIAL CITY COUNCIL MEETING**
- December 1 - 7:00 pm**      **COUNCIL MEETING**
- December 8 - 6:00 pm**      **SPECIAL STUDY SESSION MEETING**  
Future Agenda Check-Ins
- December 8 - 8:00 pm**      **SPECIAL CITY COUNCIL MEETING**
- December 9 - 5:00 pm**      **FINANCE COMMITTEE**  
A. Approval of October 23, 2015 Finance Committee Minutes  
B. Recommend Changes to 2016 Operating Budget
- December 10 - 5:30 pm**      **SPECIAL LAND USE AND ENVIRONMENT COMMITTEE**  
A. Approval of November 19, 2015 Special Land Use and Environment Committee Minutes
- December 15 - 7:00 pm**      **COUNCIL MEETING** (Last Meeting of the Year)  
A. **SPECIAL RECOGNITION** - Year End Highlights (*Jay Burney, Exec.*)
- December 16 - 4:30 pm**      **GENERAL GOVERNMENT COMMITTEE**  
A. Approval of November 18, 2015 General Government Committee Minutes
- December 21 - 5:30 pm**      **COMMUNITY AND ECONOMIC REVITALIZATION COMMITTEE** (Special Meeting of the Council to Conduct Business of the CERC)  
A. Approval of November 23, 2015 CERC Minutes  
B. Finalize Draft of the CRA Plan (*Keith Stahley, CP&D*)  
C. Consider Focus Area Planning Efforts for the Kaiser/Harrison and Division/Harrison Opportunity Area (*Keith Stahley, CP&D*)  
D. Status Report and Update on CRA Process