



# City of Olympia

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360-753-8447

## Meeting Minutes General Government Committee

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**Tuesday, June 25, 2013**

**5:30 PM**

**Room 207**

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**Moved from June 18, 2013**

### 1. ROLL CALL

**Present:** 2 - Chair Jeannine Roe and Committee Member Jim Cooper

**Excused:** 1 - Committee Member Karen Rogers

### 2. CALL TO ORDER

Chair Roe called the meeting to order at 5:33 p.m.

### 3. APPROVAL OF MINUTES

#### 3.A 13-0482 Approval of May 28, 2013 General Government Committee Meeting Minutes

Committee Member Cooper moved, seconded by Chair Roe, to approve the minutes. The motion carried by the following vote:

**Aye:** 2 - Chair Roe and Committee Member Cooper

**Excused:** 1 - Committee Member Rogers

### 4. COMMITTEE BUSINESS

#### 4.A 13-0494 Briefing and Discussion about Urban Forestry

Community Planning Manager Steve Friddle and Urban Forester Shelley Bentley provided an overview of the history and current status of the City's urban forestry efforts. Mr. Friddle said the City had an extensive program several years ago, including significant volunteer tree planting and care efforts, which was all a victim of several years of budget cuts. Community Planning & Development Director Keith Stahley noted Ms. Bentley's position is one-half time, down from three full time positions, plus interns and volunteers.

Ms. Bentley said she gets 5-10 calls and emails each day about tree-related issues and questions. She also reviews all of the development plans for consistency with City requirements. She works to provide information to homeowners associations, landscaping businesses, and contractors about tree requirements.

City Manager Steve Hall said responsibility for tree-related services is cut across several departments depending on the issue: Parks maintains the main arterials; Public Works Transportation takes care of sign issues, such as trees blocking signs; plans review and code issues are handled by Community Planning & Development. Shelley Bentley, as Urban Forester, is the main contact for tree-related issues, and she refers people to the correct contact.

Ms. Bentley noted it is the responsibility of the adjacent property owner to maintain trees in the rights-of-way, except for the main arterials, which the City maintains through Parks.

Assistant City Manager Jay Burney said the City also has a small fund to contract for emergency tree removal services as part of the City's risk management program.

Ms. Bentley said the City is continuing with the long-term effort to replace 10-12 trees per year on Legion Way. She announced about 19 trees will be replanted on Legion Way this year as a Veteran's Day event.

Discussion included:

- Ways we can facilitate neighborhood volunteer involvement and neighborhood tree stewards.
- Should Olympia consider a "Carbon Storage Utility"?
- The role of Parks Department in maintaining street trees.
- Access onto private property for tree maintenance.
- Placing a reminder in "5 Things" brochure about tree maintenance on private property and rights-of-way.

Chair Roe thanked everyone who attended the briefing.

**The discussion was completed.**

#### **4.B 13-0310 2013 Planning Commission Work Program**

Planning Commission Chair Jerry Parker reviewed the Commission's proposed work plan for the remainder of 2013.

Chair Roe asked about the possibility of televising the informational briefings on the work plan. Communications Manager Cathie Butler and Associate Planner Amy Buckler said they would discuss the possibility with Thurston Community Television.

**Committee members agreed to recommend the work plan as proposed, with a referral to the Council's Land Use Committee to work with the Planning Commission on the scope of work and timeline for items related to the Comprehensive Plan and the Downtown Master Plan Process.**

#### **4.C 13-0521 ORAL REPORT - Firefighters Civic Foundation Beer Garden Request**

Assistant City Manager Jay Burney briefed the Committee on a request by the Fire Fighters

Civic Foundation to lease the parking lot area at 505 4th Avenue W, Olympia (former Housing Authority Building) for purposes of holding a beer garden. They have used this site for years and had signed an agreement with the property owner before the City took ownership and do not have time to find an alternative location and get permits with the short window of time before Lakefair.

Committee Member Cooper suggested we allow the use for this year only and require them to follow the same guidelines provided for the beer garden allowed during the PRIDE Festival. He also stated we should charge for lost parking revenues for the week they are using the lot. The Committee agreed with Committee Member Cooper's proposal and advised staff to work these points into an agreement. The Committee will seek concurrence from the full Council at tonight's meeting.

**The report was received.**

## **5. ADJOURNMENT**

Chair Roe adjourned the meeting at 6:45 p.m.