



City of Olympia

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360-753-8447

Meeting Minutes - Draft General Government Committee

Tuesday, October 15, 2013

4:30 PM

Room 207

1. ROLL CALL

Present: 3 - Chair Jeannine Roe, Committee Member Jim Cooper and Committee Member Karen Rogers

2. CALL TO ORDER

Chair Roe called the meeting to order at 4:35 p.m.

3. APPROVAL OF MINUTES

3.A 13-0800 Approval of September 10, 2013 General Government Committee Meeting Minutes

Chair Roe asked about the status of the suggestion from last meeting to feature Downtown Ambassadors in the 5 Things utility insert. Communications Manager Cathie Butler said the ambassadors will be featured in the holiday edition.

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

Aye: 3 - Chair Roe, Committee Member Cooper and Committee Member Rogers

4. COMMITTEE BUSINESS

4.A 13-0829 Community Development Block Grant (CDBG) PY-2014 Request for Proposals and Process - Social Services Only

Community Planning & Development Deputy Director Leonard Bauer reviewed the information in the meeting packet. He said the 15 percent of CDBG for social services is about \$70,000.

Committee Member Rogers suggested somehow leveraging economic development activities in the PBIA (Parking & Business Improvement Area). Staff provided clarification about the nature of the PBIA. Community Planning & Development Director Keith Stahley noted there is no obligation to request social service proposals.

Committee Member Cooper said he can see different ways to use the money:

- Traditional social services Request for Proposal (RFP)
- One project focused on downtown restroom facilities and the downtown

ambassadors

- An economic development project.

He noted the City Council has been pretty clear the last couple of years that its intent is to move away from small social service contracts and, instead, invest the money in economic development projects and the downtown. He reminded the Committee the Council's top priority for CDBG funds is economic development.

Chair Roe said she is concerned about the amount of Council and staff time spent on this, and wonders how to simplify the process. Can we do this without an RFP? She noted the Council has agreed to focus on economic development, particularly in downtown Olympia. She spoke to the need to make downtown a safe and welcoming place for everyone.

Committee members discussed potentially expanding the Downtown Ambassador Clean Team by one person. Mr. Stahley commented that the ambassador program has an economic development impact, it's operated by a social services agency who hires low to moderate income individuals for the program, and it benefits downtown.

Committee members agreed to recommend requesting a proposal from Capital Recovery Center to add one additional person to the Clean Team in calendar year 2014, to include staffing, protective gear, and equipment.

Committee members expressed interest in using the balance of the potential \$70,000 social service funding for a downtown restroom or to meet other downtown needs. Chair Roe said the Land Use and Environment Committee is working on Phase 3 of the Downtown Project. She suggested waiting until that work effort is identified. Committee Member Cooper pointed out the balance of the funds could also roll in with the rest of the CDBG funds for an economic development project focused on downtown.

Chair Roe said she would report the Committee's discussion and recommendation at that evening's Council meeting.

4.B 13-0830 ORAL REPORT - Demonstration of New Online Citizen Participation Tools

IT Supervisor Melynda Schmidt said the online participation has three main components:

- Open ideas (crowd sourcing) - global ideas submitted by the public;
- Focused projects with topics;
- Feedback on agenda items (electronic comments to an agenda item), which is the model we are using.

Chair Roe asked that staff consider requiring people who register to use their name. She also suggested doing an online budget survey.

Committee Member Cooper, who uses the I-Legislate feature on his I-Pad,

demonstrated how Councilmembers could receive comments on agenda items.

Committee members said they like this approach. They agreed Chair Roe should make a report to the Council and staff should provide a brief demo at an upcoming Council meeting, perhaps as a Special Recognition when the first project is launched.

The report was received.

4.C 13-0828 Report and Discussion on Downtown Restrooms

Downtown Liaison Brian Wilson reported on downtown restrooms. He said high impacted areas with human waste are alley locations between 4th and State behind the bars, same with the alley adjacent to the Royal. There are other miscellaneous locations in the downtown core, especially near the Washington Center.

He noted there are two distinctly different groups using the alleys: bar crowd, and people who are living on the streets in downtown.

Interim Parks Director Shawn Ward commented that in Parks' experience, single use restrooms (one person in them at a time) where the door can be locked from the inside have the most vandalism and inappropriate use.

Committee members discussed whether there is an opportunity for a micro-enterprise to provide paid restrooms in downtown. They also discussed the need for bright lighting in downtown alleys.

In response to a question from Chair Roe, staff said the projected cost to fabricate a public restroom (Portland Loo model) is in \$100,000 range for purchase/fabrication, plus cost of infrastructure and waste disposal, for a total estimate of \$150,000.

Mr. Stahley suggested alley lighting as a possible use of CDBG dollars. Committee Member Cooper wondered about the status of LED lighting in downtown.

Committee Member Rogers asked staff to approach agencies and report back on viability of a monitored public restroom, actively managed.

Committee Member Cooper asked that staff report back on the potential cost of a downtown alley lighting project funded by CDBG.

Committee members agreed to change either their November or December meeting to start at 5:00 p.m. so that staff could report back on lighting, restrooms, and discussions with potentially interested businesses.

The discussion was completed.

4.D 13-0831 ORAL REPORT - Schedule Special Meeting on CDBG Referral

Committee members discussed scheduling a special meeting on CDBG process and referral. Communications Manager Cathie Butler reminded the Committee the

Council directed that the Committee first receive a report from the Ad Hoc Community Renewal Area (CRA) Committee, and possibly other Council Committees, to inform the General Government Committee discussion.

Committee members reviewed calendars, and agreed to recommend a special meeting of the City Council meeting as General Government Committee for Tuesday, November 26 for the purpose of receiving and discussing the reports as directed by Council.

Chair Roe said she would make the recommendation under “Council Reports” at that night’s meeting.

5. ADJOURNMENT

Chair Roe adjourned the meeting at 6:35 p.m.