



Meeting Agenda

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Tuesday, April 4, 2017

7:00 PM

Council Chambers

1. ROLL CALL

1.A ANNOUNCEMENTS

1.B APPROVAL OF AGENDA

2. SPECIAL RECOGNITION

2.A [17-0361](#) Special Recognition - Proclamation Recognizing Bread & Roses

Attachments: [Proclamation](#)

2.B [17-0237](#) Special Recognition - Proclamation Recognizing the National Mayor's Challenge for Water Conservation

Attachments: [Proclamation](#)
[Hyperlink](#)

3. PUBLIC COMMUNICATION

(Estimated Time: 0-30 Minutes) (Sign-up Sheets are provided in the Foyer.)

During this portion of the meeting, citizens may address the City Council regarding items related to City business, including items on the Agenda. In order for the City Council to maintain impartiality and the appearance of fairness in upcoming matters and to comply with Public Disclosure Law for political campaigns, speakers will not be permitted to make public comments before the Council in these three areas: (1) on agenda items for which the City Council either held a Public Hearing in the last 45 days, or will hold a Public Hearing within 45 days, or (2) where the public testimony may implicate a matter on which the City Council will be required to act in a quasi-judicial capacity, or (3) where the speaker promotes or opposes a candidate for public office or a ballot measure.

Individual comments are limited to three (3) minutes or less. In order to hear as many people as possible during the 30-minutes set aside for Public Communication, the City Council will refrain from commenting on individual remarks until all public comment has been taken. The City Council will allow for additional public comment to be taken at the end of the meeting for those who signed up at the beginning of the meeting and did not get an opportunity to speak during the allotted 30-minutes.

COUNCIL RESPONSE TO PUBLIC COMMUNICATION (Optional)

4. CONSENT CALENDAR

(Items of a Routine Nature)

4.A [17-0362](#) Approval of March 28, 2017 City Council Meeting Minutes

Attachments: [Minutes](#)

- 4.B [17-0155](#) Approval of Water Main Easement with the Clar Mar Neighborhood Property Owners

Attachments: [Easement Agreement](#)
[Vicinity Map](#)

- 4.C [17-0356](#) Approval of Advisory Committee and Commission 2017 Work Plans

Attachments: [Arts Commission Work Plan](#)
[Bicycle & Pedestrian Advisory Committee Work Plan](#)
[Heritage Commission Work Plan](#)
[Parks & Recreation Advisory Committee Work Plan](#)
[Planning Commission Work Plan](#)
[Utility Advisory Committee Work Plan](#)

4. SECOND READINGS

- 4.D [17-0147](#) Approval of Ordinance Amending Wastewater Regulations for Side Sewer Ownership

Attachments: [Ordinance](#)
[UAC Letter](#)
[Side Sewer Sketch](#)

- 4.E [17-0315](#) Approval of an Ordinance Authorizing Acceptance of the Morgan Land Donation

Attachments: [Ordinance](#)
[Form of Quit Claim Deed](#)
[Donation Map](#)
[Vicinity Map](#)
[PRAC Letter of Support](#)

- 4.F [17-0317](#) Approval of an Ordinance Authorizing Acceptance of the Thysell Land Donation

Attachments: [Ordinance](#)
[Form of Quit Claim Deed](#)
[Donation Map](#)
[Vicinity Map](#)
[PRAC Letter of Support](#)

4. FIRST READINGS

- 4.G [17-0321](#) Approval of Amendment to Ordinance 7059 (Operating Budget)

Attachments: [Ordinance](#)

- 4.H [17-0323](#) Approval of Amendment to Ordinance 7057 (Capital Budget)

Attachments: [Ordinance](#)

5. **PUBLIC HEARING - None**

6. **OTHER BUSINESS**

- 6.A [17-0330](#) Margaret McKenny Park Playground Selection Update

Attachments: [Playground-Descriptions](#)

[Link to survey](#)

7. **CONTINUED PUBLIC COMMUNICATION**

(If needed for those who signed up earlier and did not get an opportunity to speak during the allotted 30 minutes)

8. **REPORTS AND REFERRALS**

8.A **COUNCIL INTERGOVERNMENTAL/COMMITTEE REPORTS AND REFERRALS**

8.B **CITY MANAGER'S REPORT AND REFERRALS**

9. **ADJOURNMENT**

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources. If you require accommodation for your attendance at the City Council meeting, please contact the Council's Executive Assistant at 360.753.8244 at least 48 hours in advance of the meeting. For hearing impaired, please contact us by dialing the Washington State Relay Service at 7-1-1 or 1.800.833.6384.



City Council

Special Recognition - Proclamation Recognizing Bread & Roses

Agenda Date: 4/4/2017
Agenda Item Number: 2.A
File Number: 17-0361

Type: recognition **Version:** 1 **Status:** Recognition

Title

Special Recognition - Proclamation Recognizing Bread & Roses

Recommended Action

Committee Recommendation:

Not referred to a committee

City Manager Recommendation:

Recognize Bread & Roses for 35 years of service to homeless citizens of Thurston County

Report

Issue:

Whether to recognize Bread & Roses

Staff Contact:

Steve Hall, City Manager, 360.753.8244

Presenter(s):

Mayor Selby and City Council. The proclamation will be received by Selena Kilmoyer

Background and Analysis:

After 35 years of serving low income and homeless residents of Thurston County, Bread & Roses will be closing its doors.

The original house on 8th Ave has been the heart of the organization from the beginning and, along with the duplex added next door in 1987, has provided shelter, respite and a welcoming home for hundreds of people through the years. Bread and Roses will be remembered for the large soup kitchen and drop in center operated on Cherry Street until 2003, where dedicated volunteers were able to cook for, and share meals with those living on the street.

The organization's programs addressed many community needs. The Devoe Street Men's Shelter, a 55-bed overnight shelter, provided emergency shelter for vulnerable homeless men until the Drexel House opened on that site with permanent and transitional apartments. The Advocacy Center connected homeless individuals with volunteer advocates to increase access to resources and

Type: recognition **Version:** 1 **Status:** Recognition

housing - similar work is done today by SideWalk, the Capital Recovery Center's PATH program, the Navigator Team at Interfaith Works and others. The Voice of Olympia street newspaper published articles, poetry and art by and for houseless people, for several years.

Bread & Roses played an important role in the creation and/or ongoing support of several other organizations and programs, including our community's first syringe exchange, emergency winter overnight shelters, Partners in Prevention Education, Camp Quixote, SideWalk, EGYHOP, and Food Not Bombs, among others.

Attachments:

Proclamation

PROCLAMATION

WHEREAS, after 35 years of serving the poor, homeless and marginalized of Thurston County, Bread & Roses (B&R) will be closing; and

WHEREAS, B&R has served the community in many ways since volunteers from the Catholic Worker tradition founded it in 1982; and

WHEREAS, B&R's vision represented dignity, humanity, and rights to inclusion for the most vulnerable members of our community; and

WHEREAS, the original house on 8th Avenue has been the heart of B&R from the beginning and, along with the duplex added next door in 1987, has provided shelter, respite and a welcoming home for hundreds of people through the years; and

WHEREAS, B&R is remembered for the large soup kitchen and drop-in center operated on Cherry Street until 2003, where many volunteers were able to cook and share meals with those living on the streets; and

WHEREAS, the Devoe Street Men's Emergency Shelter (now Drexel House) provided shelter for vulnerable homeless men; and

WHEREAS, the B&R Advocacy Center connected homeless individuals with volunteer advocates to increase access to resources; and

WHEREAS, the Voice of Olympia street newspaper published articles, poetry and art by and for houseless people, for several years; and

WHEREAS, B&R played an important role in the creation and/or ongoing support of organizations, including our community's first syringe exchange, emergency winter overnight shelters, Partners in Prevention Education, Camp Quixote, SideWalk, EGYHOP, Food Not Bombs, among others; and

WHEREAS, we are thankful that the houses on 8th Ave will pass to Homes First for continued use as affordable housing for our low-income neighbors; and

WHEREAS, we are grateful for the tremendous impact B&R has had in supporting our most vulnerable community members; and

NOW THEREFORE, BE IT RESOLVED, that the Olympia City

Council does hereby honor Bread & Roses for its years of service to the citizens of Thurston County.

SIGNED IN THE CITY OF OLYMPIA, WASHINGTON THIS 4th DAY OF APRIL, 2017.

OLYMPIA CITY COUNCIL

*Cheryl Selby
Mayor*



City Council

Special Recognition - Proclamation Recognizing the National Mayor's Challenge for Water Conservation

Agenda Date: 4/4/2017
Agenda Item Number: 2.B
File Number: 17-0237

Type: recognition **Version:** 1 **Status:** Recognition

Title

Special Recognition - Proclamation Recognizing the National Mayor's Challenge for Water Conservation

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Recognize and encourage participation in the National Mayor's Challenge for Water Conservation.

Report

Issue:

Whether to recognize and encourage participation in the National Mayor's Challenge for Water Conservation, April 1-30, 2017.

Staff Contact:

Erin Conine, Senior Water Resources Specialist, 360.570.3793

Presenter(s):

Erin Conine, Senior Water Resources Specialist

Background and Analysis:

City of Olympia Mayor Cheryl Selby is joining mayors across the country in asking residents to make a commitment to conserve water by taking part in a national contest aimed at drastically slashing water and energy use across the nation.

Throughout the month of April, WaterWise Olympia residents are encouraged to make their pledge to water conservation at mywaterpledge.com. Last year, Olympians pledged to reduce their annual consumption of drinking water by millions of gallons; earning our City a ranking of 11th in the nation.

This non-profit campaign is presented nationally by Toyota and the Wyland Foundation, with support from the Environmental Protection Agency and National League of Cities. The Wyland Foundation is

Type: recognition **Version:** 1 **Status:** Recognition

a 501(c)3 dedicated to promoting, protecting, and preserving the world's ocean, waterways and marine life.

The city with the highest percentage of residents who take the challenge in their population category wins. Participants in the winning cities are eligible to win hundreds of prizes, including a Toyota Prius, water saving home products, home improvement gift cards and more.

City of Olympia residents have done an excellent job in using our precious drinking water efficiently. In fact, citizen's efforts resulted in exceeding our 2009-2014 Water System Plan goal of reducing consumption by 5 percent per connection; reducing use by 8.7 percent. Olympia residents have demonstrated their commitment to water conservation and deserve recognition for their efforts.

Neighborhood/Community Interests (if known):

N/A

Options:

N/A

Financial Impact:

None

Attachment:

Proclamation

Hyperlink

PROCLAMATION

WHEREAS, the City of Olympia continues to explore ways to manage residential consumption of water, and to inspire its residents to protect our natural resources; and

WHEREAS, the City of Olympia continues to promote water use efficiency by building on existing programs and past successes; and

WHEREAS, with the encouragement of their mayors, residents may register their participation in their city's challenge, online, by making simple pledges to decrease their water use for the period of one year; and

WHEREAS, from April 1-30, 2017, the City of Olympia wishes to motivate its residents and its neighboring communities to take the National Mayor's Challenge for Water Conservation at www.mywaterpledge.com to reduce their impact on the environment; and

WHEREAS, in the month of April, WaterWise Olympian's will continue to demonstrate their commitment to the environment by taking the pledge to protect our precious drinking water resources for future generations.

NOW, THEREFORE, BE IT RESOLVED that the Olympia City Council hereby proclaims the City of Olympia's participation in the National Mayor's Challenge for Water Conservation during the month of April 2017.

SIGNED IN THE CITY OF OLYMPIA, WASHINGTON THIS 4th DAY OF APRIL, 2017.

OLYMPIA CITY COUNCIL

*Cheryl Selby
Mayor*



WYLAND NATIONAL MAYOR'S CHALLENGE FOR WATER CONSERVATION



National Presenting Partner:

TOYOTA

In Association with:



Local Media Partner:



OR

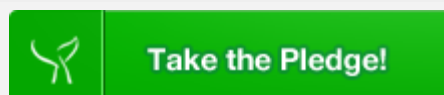


About My Water Pledge



My Water Pledge is a friendly competition between cities across the US to see who can be the most “water-wise.” Mayors nationwide will challenge their residents to conserve water, energy and other natural resources on behalf of their city through a series of informative, easy-to-use pledges online.

Cities with the highest percentage of residents who take the challenge in their population category win. Cities will compete in the following population categories: 5,000-29,999, 30,000-99,999, 100,000-299,999, 300,000-599,999, 600,000+). Participants in the winning cities are eligible to win hundreds of prizes. By the way, your mayor doesn't have to participate for your city to win... But every person makes a difference! Last year, the challenge awarded more than \$50,000 in prizes to nearly 1,000 residents in U.S. cities.

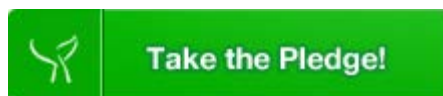


Teachers and Kids!
[CLICK HERE](#) to Visit
My Water Pledge Student Edition



How it Works

1. Take the “My Water Pledge” on behalf of your city.
2. See how much you’ve pledged to save.
3. If your city wins and you choose to enter the prize drawing, you are eligible to win one of the following prizes:
 - Grand Prize: All-new 2016 Toyota Prius
 - \$1000 Shopping Spree at a Home Improvement Store
 - 50 Greening Your Cleaning Gift Baskets from Earth Friendly Products (ECOS)
 - 50 Toro EVOLUTION® Series Controller (equipped w/ Smart Connect®, Weather Sensor, and additional 4 station module)
 - 50 Cree 6-Pack Dimmable (84% less energy) LED Light Bulbs
 - 50 Avex Brazos Autoseal® Water Bottle (Set of 2)
 - 25 EcoFlow® Showerheads from Waterpik



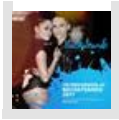
Prizes and Winners

Take the free pledge with your facebook. Once you've completed your water pledge, we'll give you a code to share with your friends to take the challenge. If your friend completes the challenge, you'll be entered into a daily prize drawing. We're also giving away refer-a-friend prizes! If your friend wins a daily eco-prize and you referred them, you win the same prize! Look at it this way, if you get 100 friends to take it, you have 100 more chances to win!

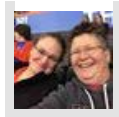
Daily Drawing Eco-Prize Winners

Place your mouse over the prize title to see more detail on each prize. We're giving away up to \$100 cash, an Apple iPad Mini 4, and more! The earlier you make your pledge and refer your friends, the more chances you have of winning all 30 prizes!

<p>Apr 01, 2016</p> <p>\$50 Cash</p>	<p>Apr 02, 2016</p> <p>Toro EVOLUTION®...</p>	<p>Apr 03, 2016</p> <p>Waterpik...</p>	<p>Apr 04, 2016</p> <p>\$100 Cash</p>	<p>Apr 05, 2016</p> <p>Toro EVOLUTION®.</p>
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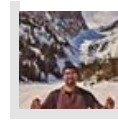
**Estevan B.
Oldsmar, FL**



**Michele W.
Yukon, OK**



**Janet S.
Painesville, OH**



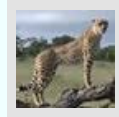
**Prakash N.
Austin, TX**



**Lyn W.
Charleston, WV**

**Refer-a-friend
Winner**

Waterpik...



**Terri W.
Tampa, FL**

[2016 PRIZES](#)

[VIEW ALL 2015 WINNERS](#)

[VIEW ALL 2014 WINNERS](#)

[VIEW ALL 2013 WINNERS](#)

GRAND PRIZE 2016 TOYOTA PRIUS

ARV 29,000



2016 Prius winner

Jim S.
Aurora, CO



Home Shopping Spree:

Sabrina M.
Ventura, CA

2016 WINNERS

\$1,000 GIFT CARD TO LOWES

Sabrina Martin Ventura, CA

GREENING YOUR CLEANING GIFT BASKETS FROM ECOS

Sofia Kotian	Ventura, CA
Catherine Trouth	Aurora, CO
Jim Shirley	Ventura, CA
Ingrid Cebula	Laguna Beach, CA
Jennifer Detling	Aurora, CO
Thomas Ries	Aurora, CO
Mike Applegate	Aurora, CO
Jacque Chomiak	Denver, CO
Burke McCandless	Aurora, CO

Anwar Soliman	Laguna Beach, CA
Anand Bhatia	Laguna Beach, CA
Libby Tart-Schoenfelder	Aurora, CO
Miriam Lazur	Laguna Beach, CA
Norma Rosales	Ventura, CA
Martin Lotz	Ventura, CA
Shauna McFadden	Laguna Beach, CA
Craig Perl	Aurora, CO
Josaih Nettleton	Aurora, CO
Jeanne Gilbert	Ventura, CA
Darcie Gettings	Laguna Beach, CA
Quang Nguyen	Aurora, CO
Barbara Freedman	Framingham, MA
Meryt Schumacher	Aurora, CO
Mary Landis	Ventura, CA
Shirley Frankj	Laguna Woods, CA
Nathan Munsterman	Andover, MN
Marv Johnson	Laguna Beach, CA
Kay Metis	Laguna Beach, CA
Pam Benskn	Aurora, CO
JoAnn Giddings	Aurora, CO
Gregory Baker	Aurora, CO
Scott Williams	Wheat Ridge, CO
Christine Montonna	Laguna Beach, CA
Anoush Dekmezian	Ventura, CA
Glen Gray	Laguna Beach, CA
Tina Koplinski	Aurora, CO
Bobbi Wyatt	Denver, CO
Tyra Lallo	Aurora, CO
Melissa Vrbas	Aurora, CO
David Bautista	Laguna Beach, CA
Angela Benford	Aurora, CO
Marilyn Corbin	Ventura, CA
Michele Kerr	Aurora, CO
Janet Owens	Laguna Beach, CA
Mary Blum	Aurora, CO
Sondang Liberatore	Aurora, CO
Chad Larson	Andover, MN
Sue Sturtevant	Ventura, CA
Judie Maurelli	Aurora, CO
David Zwieback	Laguna Beach, CA

CREE 6-PACK DIMMABLE LED LIGHT BULBS

Linda Nichols	Aurora, CO
Victor Rachael	Aurora, CO
Gina Gajewski	Aurora, CO
Ryan Duston	Ventura, CA
Lori Prehn	Ventura, CA
James McBride	Laguna Beach, CA
Shannon McClendon	Boston, MA
Vernon Adam	Aurora, CO
Jenny Strong	Ventura, CA
Shirley Maclean	Ventura, CA
Pat Carpenter	Laguna Beach, CA
Susan Rode	Andover, MN
Jen Williams	Laguna Beach, CA
Jim Ritzdorf	Aurora, CO
Zelda DeBoyes	Aurora, CO
Barbara Morrell	Laguna Beach, CA
Nana Palmer	Laguna Beach, CA
Jack Bajorek	Avrada, CO
Hailey Johnson	Andover, MN
Donna Hall	Aurora, CO

Denise Har	Aurora, CO
Kelly Osborne	Laguna Beach, CA
Diane Nuss	Aurora, CO
Christina Shook	Laguna Beach, CA
Jamie Ziemann	Aurora, CO
Adrienne Phillips	Aurora, CO
Lilly Rudolph	Ventura, CA
Jessie King	Aurora, CO
Regina Hartley	Laguna Beach, CA
Prudence Roberts	Aurora, CA
Paula Gibbons	Aurora, CO
Judith Rollins	Ventura, CA
Burton Elliot	Ventura, CA
Theresa Sanders	Aurora, CO
Nicole Thomas-Groshart	Aurora, CO
Sherri Scaggiari	Aurora, CO
Barbara Baker	Aurora, CO
Philip Harter	Andover, MN
Diane Dorn	Laguna Beach, CA
Jake Widmyer	Andover, MN
Carisa Redlick	Aurora, CO
Patricia Gunville	Andover, MN
David Patterson	Aurora, CO
Karen Gaither	Laguna Beach, CA
Eric Moore	Laguna Beach, CA
David Kerns	Aurora, CO
Frank Czap	Aurora, CO
Ami Burke	Aurora, CO
Lorena Gomez	Aurora, CO

AVEX BRAZOS AUTOSEAL WATER BOTTLES

Jennifer Eickman	Aurora, CO
Suzie Perkins	Ventura, CA
Kerry Bowers	Laguna Beach, CA
Chris Davies	Ventura, CA
Kim Blubaugh	Aurora, CO
Shannen Schmieg	Andover, MN
Jonathon Dock	Aurora, CO
Doug Bowler	Laguna Beach, CA
Eddie Francis	Aurora, CO
Sharon Shook	Aurora, CO
Sara Roberts	Aurora, CO
Ronald Hirsch	Laguna Beach, CA
Jay Soncrant	Aurora, CO
Linda Phipps	Ventura, CA
Mary Walsh	Aurora, CO
Jan Schrieber	Laguna Beach, CA
Phyllis Runia	Aurora, CO
Debra Francis	Aurora, CO
Chalyn Newman	Albany, CA
Kim Castagna	Ventura, CA
Larry Koppinger	Andover, MN
Tony Chacon	Boulder, CO
Brendan Leslie	Aurora, CO
Mike Myers	Aurora, CO
Sarah Vogel	Laguna Beach, CA
April Keller	Aliso Viejo, CA
Matt Foster	Aurora, CO
Kennon Fisk	Aurora, CO
William Steffan	Laguna Beach, CA
Sally Coffey	Laguna Beach, CA
Karleigh Stewart	Aurora, CO
Myron Giddings	Aurora, CO
David Raut	Aurora, CO

David Boyd	Aurora, CO
Billie Sommars	Ventura CA
Stephen Jeppson	Laguna Beach, CA
Chris Huntress	Minneapolis, MN
Barbara Harley	Laguna Beach, CA
Sherri Bukkila	Andover, MN
Jacob Stangret	Aurora, CO
Kyle Field	Ventura, CA
Dan Jacobsen	Andover, MN
Emily Neves	Gloucester, MA
Linette Jaconson	Andover, MN
Paula Schlegel	Aurora, CO
Jill Easler	Aurora, CO
Laura Athans	Aurora, CO
Susan Lowe	Ventura, CA
Kelly Neumann	Denver, CO
Joseph Barajas	Ventura, CA

TORO EVOLUTION WEATHER SENSORS

Christine Buchanan	Aurora, CO
Scott Schmidt	Denver, CO
Fred Evans	Ventura, CA
Jacob Whisenhunt	Ventura, CA
Jose Gutierrez	Elizabeth, CO
Joni Johnson	Aurora, CO
Anne DeFoe	Andover, MN
Norine Martin	Ventura, CA
Janet Bescobu	Laguna Beach, CA
Yukiyo Blodgett	Aurora, CO
Anne Belyea	Laguna Beach, CA
Amber Mahoney	Aurora, CO
Jennifer Ranum	Centennial, CO
Sherri Freeman	Aurora, CO
Dennis Stowell	Aurora, CO
Annabel Scott	Aurora, CO
Renaë Hinchey	Laguna Beach, CA
Richard Cress	Aurora, CO
Gregory Baker	Aurora, CO
Kirk Watson	Aurora, CO
Jaivaun Jackson	Aurora, CO
Brittany Jones	Aurora, CO
Tawni Reller	Andover, MN
Mary Blum	Aurora, CO
Caroline Bruderer	Laguna Beach, CA
Melissa Jurek	Aurora, CO
Kelly Neumann	Denver, CO
Linda Daniels	Ventura, CA
John Saad	Ventura, CA
Michelle Hoge	Elizabeth, CO
Allison Peck	Aurora, CO
Melissa Patrick	Andover, MN
James Moya	Ventura, CA
Michael Freedman	Laguna Beach, CA
Guiseppe Bondi	Aurora, CO
Ngoc Bird	Laguna Beach, CA
Ed Watson	Aurora, CO
Dee Anderson	Centennial, CO
Terri Thommes	Aurora, CO
Keith Huot	Aurora, CO
Joel Fairbanks	Aurora, CO
Margaret Galvan	Laguna Beach, CA
Janet Newton	Aurora, CO
Heidi Tooker	Aurora, CO
Tracey Gurile	Aurora, CO

Darlene Mitchell	Aurora, CO
Walter Williams	Aurora, CO
Darlene Farlow	Aurora, CO
Andrew Stevens	Andover, MN
Margaret Varble	Aurora, CO
Nicole Harris	Laguna Beach, CA
	Postville, IN

ECOFLOW SHOWER HEADS FROM WATERPIK

Vicki Froslee	Andover, MN
Ryan Espy	Andover, MN
Linda Farrar	Aurora, CO
Vasken Demirjian	Laguna Beach, CA
Katharine Olson	Denver, CO
Michael Ross	Laguna Beach, CA
Terri Ellis	Andover, MN
Jay Kosoff	Ventura, CA
John Negley	Ventura, CA
Autumn Rossow	Andover, MN
Maria Osley	AuroraCO
Theresa Macias	Ventura, CA
Glenda Jackson	Ventura, CA
Melody Parten	Denver, CO
Mary Dawson	Aurora, CO
RuShuoh Lou	Laguna Beach, CA
Jan Sterling	Aurora, CO
Zach Versluis	Denver, CO
Sandra Fitzpatrick	Centennial, CO
JoAnn Stibrich	Aurora, CO
Barry Dombrowski	Aurora, CO
Anne Frank	Laguna Beach, CA
Nancy Milkby	Laguna Beach, CA

\$50 CASH

Danielle Shanley	Denver, CO
Claudia Davis	New York, NY

PRIUS WINNER

Jim Schoepflin	Aurora, CO
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2016 DAILY WINNERS

APRIL 1

Estevan Baza	St Petersburg, FL	\$50 Cash
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APRIL 2

Michele Welle	Yukon, OK	Toro Evolution Weather Sensor
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APRIL 3

Janet Scott	Painesville, OH	EcoFlow Shower Heads from Waterpik
Terri Wilson	Tampa, FL	EcoFlow Shower Heads from Waterpik

APRIL 4

Prakash Natarajan	Austin, TX	\$100 Cash
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APRIL 5

Lyn Williams	Charleston, WV	Toro Evolution Weather Sensor
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APRIL 6

Rose MacDonald Lenoir, NC Vapur Element Water Bottles (Set of 2)

APRIL 7

Deb Pelletier Manchester, NH Toro Evolution Weather Sensor

APRIL 8Sharon Shafran Tarpon Springs, FL \$50 Cash
Daniel Grubb Lyons, KS \$50 Cash**APRIL 9**

Bert Hofstatter Monticello, KN EcoFlow Shower Heads from Waterpik

APRIL 10

Barbara Lirtle Glendale, CA Toro Evolution Weather Sensor

APRIL 11

Ashley Rosato New Market, AL \$100 Cash

APRIL 12

Peggy Doty West Terre Haute, IN Vapur Element Water Bottles (Set of 2)

APRIL 13

Aaron Christensen Glendale, CA Toro Evolution Weather Sensor

APRIL 14Darlene Whyte Mokena, IL \$50 Cash
Karen D. Kalamazoo, MI \$50 Cash**APRIL 15**Connie Merritt Oak Hill, WV Vapur Element Water Bottles (Set of 2)
Tommy Gaines Silver Springs, FL Vapur Element Water Bottles (Set of 2)**APRIL 16**Suzanne Small Tucson, AZ Toro Evolution Weather Sensor
Rochelle Gutierrez Tucson, AZ Toro Evolution Weather Sensor**APRIL 17**

Constantine Stamatiou Harrisburg, NC \$100 Cash

APRIL 18

Jen Thangjitham Santa Clara, CA EcoFlow Shower Heads from Waterpik

APRIL 19

Robert Lisinsky Kissimmee, FL Toro Evolution Weather Sensor

APRIL 20

Tami Tonder Olympia, WA \$50 Cash

APRIL 21Dawn Stephen West Bend, WI Vapur Element Water Bottles (Set of 2)
Tonya Tipton Detroit, MI Vapur Element Water Bottles (Set of 2)**APRIL 22**

Paulette Marsh-Powell Tampa, FL Apple iPad Mini

APRIL 23

Dwayne Berry Evansville, IN Toro Evolution Weather Sensor

APRIL 24

Erin Vader

Olathe, KS

\$100 Cash

APRIL 25

Laura Fransen
Necta Nelson

Makoti, ND
Brooklyn, NY

EcoFlow Shower Heads from Waterpik
EcoFlow Shower Heads from Waterpik

APRIL 26

Peter Kuhlman

Grand Haven, MI

Toro Evolution Weather Sensor

APRIL 27

Jennifer Vega
Meg Tucker

Swansboro, NC
Hurst, TX

Vapur Element Water Bottles (Set of 2)
Vapur Element Water Bottles (Set of 2)

APRIL 28

Janice Wright

Hopkinton, IA

\$50 Cash

APRIL 29

Jo Walter

Bremerton, WA

Toro Evolution Weather Sensor

APRIL 30

John Wesolowski

Aurora, CO

Apple iPad Mini



Take the Pledge!

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City Hall
601 4th Avenue E.
Olympia, WA 98501
360-753-8244

City Council

Approval of March 28, 2017 City Council Meeting Minutes

Agenda Date: 4/4/2017
Agenda Item Number: 4.A
File Number: 17-0362

Type: minutes **Version:** 1 **Status:** Consent Calendar

Title

Approval of March 28, 2017 City Council Meeting Minutes



Meeting Minutes - Draft

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Tuesday, March 28, 2017

7:00 PM

Council Chambers

1. ROLL CALL

Present: 7 - Mayor Cheryl Selby, Mayor Pro Tem Nathaniel Jones, Councilmember Jessica Bateman, Councilmember Jim Cooper, Councilmember Clark Gilman, Councilmember Julie Hankins and Councilmember Jeannine Roe

1.A ANNOUNCEMENTS

1.B APPROVAL OF AGENDA

The agenda was approved.

2. SPECIAL RECOGNITION

2.A [17-0328](#) Special Recognition - Proclamation Recognizing National Service Recognition Day

Councilmember Gilman read a proclamation honoring National Service Recognition Day.

Scott Hanauer of Community Youth Services (CYS) introduced Director of Americore at CYS, Jason Martinelli and Deputy Director of Americore, Derrick Harris. He shared Americore's value to the community is estimated at \$500,000 per year.

Mr. Hanauer discussed the importance of the program to shaping future leaders and noted the federal government is proposing to dissolve the Americore program. He encouraged the Council to do what they can to support the program.

The Mayor and Councilmembers offered to sign a letter to show support of the Americore program.

The recognition was received.

2.B [17-0268](#) Special Recognition - Transportation Improvement Board Complete Streets Award

Transportation Director Mark Russell discussed the City receiving the Complete Streets Award from the Transportation Improvement Board. Mr. Russell noted the award was presented for the City's efforts to build a transportation network for all users. The award includes \$250,000 in funding for pedestrian related improvements downtown,

which will be used for a paving project on Franklin Street planned for 2018.

The recognition was received.

3. PUBLIC COMMUNICATION

The following people spoke: Franz Kilmerschulz, Karma Reynoldson, Jim Reeves, Renata Rollins and Bob Ziegler.

COUNCIL RESPONSE TO PUBLIC COMMUNICATION (Optional)

4. CONSENT CALENDAR

- 4.A** [17-0325](#) Approval of March 21, 2017 Study Session Meeting Minutes

The minutes were adopted.

- 4.B** [17-0326](#) Approval of March 21, 2017 City Council Meeting Minutes

The minutes were adopted.

- 4.C** [17-0329](#) Bills and Payroll Certification

Payroll check numbers 89912 through 89965 and Direct Deposit transmissions: Total: \$4,088,713.13; Claim check numbers 3684264 through 368461: Total \$4,040,827.17

The decision was adopted.

4. SECOND READINGS

- 4.E** [17-0020](#) Consideration of a Street Vacation Petition for a Portion of Alley
Adjacent to 1919 Harrison Ave NW

The ordinance was adopted on second reading.

- 4.F** [17-0262](#) Approval of Ordinance Making Olympia's Parks Smoke and Vape Free
Starting in 2018

The ordinance was adopted on second reading.

4. FIRST READINGS

- 4.G** [17-0317](#) Approval of an Ordinance Authorizing Acceptance of the Thysell Land
Donation

The ordinance was approved on first reading and moved to second reading.

- 4.H** [17-0315](#) Approval of an Ordinance Authorizing Acceptance of the Morgan Land
Donation

The ordinance was approved on first reading and moved to second reading.

Approval of the Consent Agenda

Councilmember Hankins moved, seconded by Councilmember Cooper, to adopt the Consent Calendar. The motion carried by the following vote:

Aye: 7 - Mayor Selby, Mayor Pro Tem Jones, Councilmember Bateman, Councilmember Cooper, Councilmember Gilman, Councilmember Hankins and Councilmember Roe

5. PUBLIC HEARING - None

6. OTHER BUSINESS

6.A [17-0147](#) Approval of Ordinance Amending Wastewater Regulations for Side Sewer Ownership

Water Resources Engineer Diane Utter discussed a proposed change to side sewer ownership.

Ms. Utter reviewed what a typical side sewer looks like and how it works. She explained currently property owners are responsible for all costs and expenses incidental to the installation, connection and maintenance of a side sewer. She noted the regulation has been problematic because many side sewers are quite old, cross property lines, run deep and under public streets. Repairs often take a long time to complete due to disputes with property owners related to who is required to make the repair and pay for it.

Ms. Utter noted, both the Land Use and Environment Committee and Utilities Advisory Committee recommend a change in regulation, which transfers to the City, the maintenance responsibilities and ownership of side sewers that are in the right-of-way if a cleanout exists at the property line. The public benefits of changing the regulation include: City assets are protected; public and environmental health are protected and public safety is improved.

Ms. Utter shared the change in regulation will initially increase sewer pipe infrastructure costs by approximately 6% and proposes increasing the Capital Facilities Plan by \$25,000 to account for the additional pipe.

Councilmembers asked clarifying questions.

Councilmember Hankins moved, seconded by Councilmember Gilman, to approve the ordinance amending Wastewater Regulations for side sewer ownership.

Aye: 7 - Mayor Selby, Mayor Pro Tem Jones, Councilmember Bateman, Councilmember Cooper, Councilmember Gilman, Councilmember Hankins and Councilmember Roe

6.B [17-0285](#) Review of the 2016 Year-End Fund Balance

Administrative Services Director Mary Verner reviewed the Finance Committee recommendations for allocation of the year-end fund balance.

Councilmember and Finance Committee Chair Cooper thanked Ms. Verner and the Finance team for the seamless transition to a new Administrative Services Director. He reviewed several of the recommendations from the Finance Committee.

Councilmembers asked clarifying questions.

Mayor Pro Tem Jones moved, seconded by Councilmember Bateman, to approve the Finance Committee's recommendations for allocation of year end funds and direct staff to prepare and ordinance to appropriate specific itmes to be funded.

7. CONTINUED PUBLIC COMMUNICATION

8. REPORTS AND REFERRALS

8.A COUNCIL INTERGOVERNMENTAL/COMMITTEE REPORTS AND REFERRALS

Councilmembers reported on meetings and events attended.

Mayor Pro Tem Jones discussed a referral to the Finance Committee to consider socially responsible procurement. Councilmember Cooper asked for time to consider the timeframe to fit the referral into the Finance Committee work schedule.

Mayor Selby dicussed work the General Government Committee is doing to look at a package of public safety enhancements, at the same time community members have approached the City about additional resources for providing serves and housing for vulnerable citizens. She noted that before the City moves too far forward on these initiatives, it is important to reach out to the public to understand their priorities and interest for these emerging funding needs.

Councilmembers asked clarifying questions.

Mayor Selby moved, seconded by Councilmember Hankins, to direct staff to bring forward a proposal to construct a scintifically valid citizen survey to gather information on these issues and citizen interest.

8.B CITY MANAGER'S REPORT AND REFERRALS

Assistant City Manager Jay Burney had no reports.

9. ADJOURNMENT

Meeting adjourned at 8:28p.m.



City Council

Approval of Water Main Easement with the Clar Mar Neighborhood Property Owners

Agenda Date: 4/4/2017
Agenda Item Number: 4.B
File Number: 17-0155

Type: contract **Version:** 1 **Status:** Consent Calendar

Title

Approval of Water Main Easement with the Clar Mar Neighborhood Property Owners

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve the easement with the Clar Mar Neighborhood property owners and authorize the City Manager to execute the necessary document.

Report

Issue:

Whether to approve an easement over the Clar Mar Neighborhood private access road to replace and maintain the water main that serves the neighborhood.

Staff Contact:

Ladd F. Cluff, PLS, City Surveyor, Public Works Engineering, 360.753.8389

Presenter(s):

None - Consent Calendar Item.

Background and Analysis:

The Capital Facilities Plan includes annual funding to replace small diameter and asbestos-cement (AC) water mains throughout the City. These water mains are essential to the distribution of drinking water to homes and businesses. Pipes selected for replacement in this program typically are prone to leaks, have a high number of repairs, and are the cause of water service outages.

Small diameter water pipes serve the Clar Mar Neighborhood. The small diameter water pipe serving the Clar Mar Neighborhood is at the end of its useful life. It is scheduled to be replaced this summer.

The design process revealed that the City does not have a formal easement for the water main located within the private road serving the neighborhood. In order to move forward with the planned

project, an easement must be established authorizing the City's long term access to the water line.

Staff worked with the neighborhood to secure a formal easement over the private road. All thirteen owners have signed, granting the City an easement for mutual benefit.

Neighborhood/Community Interests (if known):

The water main replacement will provide improved reliability for the neighborhood and help reduce maintenance costs along with outages.

Options:

1. Approve the Water Main Easement with the Clar Mar Neighborhood and authorize the City Manager to execute the necessary document. This allows the water main replacement project to move forward as planned.
2. Do not approve the easement. The water main will not be replaced.

Financial Impact:

None

Attachments:

Water Main Utility Easement
Vicinity Map

After recording return document to:
City of Olympia
Attention: Legal Department
P.O. Box 1967
Olympia, WA 98507-1967

Document Title: UTILITY EASEMENT
Grantor(s): Connie D Rota, John & Maryanna Gale, Gerald R & Elizabeth W Julian Trustees, Allen E & Taralienda Hayes, Sandra Y Orock, Martha S Buck, Mark E & Marie Helene Mcdurmon, Diane M Utter, Robyn L & Carolyn L Moore, Brandon M & Elena M Popovac, Bruce E Jacobs, John & Sun Seifer
Grantee(s): City of Olympia
Legal Description: Lots 1-13 Clar Mar Plat Sect. 36, T18N, R2W, W.M.
Assessor's Tax Parcel Number: 41100000100, 41100000200, 41100000300, 41100000400, 41100000500, 41100000600, 41100000700, 41100000800, 41100000900, 41100001000, 41100001100, 41100001200, 41100001300.

UTILITY EASEMENT

FOR MUTUAL BENEFIT AND OTHER CONSIDERATION, receipt of which is hereby acknowledged, the undersigned Grantors, Connie D Rota, John & Maryanna Gale, Gerald R & Elizabeth W Julian Trustees, Allen E & Taralienda Hayes, Sandra Y Orock, Martha S Buck, Mark E & Marie Helene Mcdurmon, Diane M Utter, Robyn L & Carolyn L Moore, Brandon M & Elena M Popovac, Bruce E Jacobs, John & Sun Seifer, do give and grant to **City of Olympia**, a municipal corporation, hereinafter called Grantee, an easement for the purpose of construction, repair, maintenance and appurtenant structures of potable water main utility, over, under, and across the following described real property situated the County of Thurston, State of Washington, legally described as follows:

The Private Road as shown on the Plat of Clar – Mar recorded September 11, 1961 in Volume 13 of Plats at Page 96, records of Thurston County, Washington.

Said easement shall include the right of ingress and egress to, upon, and over said land at all times, to construct, maintain, operate, repair, and replace said utility; provided, however, that the City of Olympia shall have the right to utilize such additional width as may be necessary temporarily for the placing of excavated materials thereon and for construction and maintenance operations.

Grantee agrees that, in construction, maintenance, operation, and/or repair on the above-described property, it will, at its own expense and to the extent reasonably practicable, restore the surface of land affected by Grantee's work to the same conditions that existed prior thereto.

Grantor reserves the right to use the Easement Area for any purpose consistent with the rights herein granted, provided, Grantor shall not excavate within or otherwise change the ground surface grade of the Easement Area or construct, or maintain any buildings or structures within the Easement Area without prior written consent of Grantee.

The rights herein granted shall continue until such time as Grantee terminates such rights by written instrument. Termination shall not be deemed to have occurred by Grantee's failure to install its systems on or within the Easement Area.

GRANTOR:

Granted this 30 day of December, 2016

Connie D Rota
Connie D Rota

STATE OF WASHINGTON)

County of Thurston) ss

On this 30th day of Dec, 2016, before me personally appeared Connie D Rota to me known to be the individual described in and who executed the foregoing instrument, and acknowledged that she signed and sealed the same as her free and voluntary act and deed, for the uses and purposes therein mentioned.

GIVEN under my hand and official seal the day and year last above written.



Robin Hedden
Signature
Print Name: Robin Hedden
Notary Public in and for the State of
Washington, residing at: Thurston city
My commission expires: 5-12-19

GRANTOR:

Granted this 5 day of Jan, 2017.

John Gale
John Gale

Maryanna Gale
Maryanna Gale

STATE OF WASHINGTON)

County of Thurston) ss

On this 5th day of January, 2017, before me personally appeared John and Mayanna Gale to me known to be the individuals described in and who executed the foregoing instrument, and acknowledged that they signed and sealed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned.

GIVEN under my hand and official seal the day and year last above written.



Luis Rosario
Signature
Print Name: Luis Rosario
Notary Public in and for the State of
Washington, residing at: Thurston County
My commission expires: 8/09/18

GRANTOR:

Granted this 19th day of December, 20 16.

Gerald R Julian
Gerald R Julian, Trustee

Elizabeth W Julian
Elizabeth W Julian, Trustee

STATE OF WASHINGTON)

County of Thurston) ss

On this 19th day of December, 20 16 before me personally appeared Gerald R and Elizabeth W Julian to me known to be the Trustees of the Julian Trust that executed the foregoing instrument, and acknowledged said instrument to be the free and voluntary act and deed of said Trust, for the uses and purposes therein mentioned, and on oath stated that they are authorized to execute said instrument.

GIVEN under my hand and official seal the day and year last above written.



Jennifer Lyn Jacobs
Signature
Print Name: Jennifer Lyn Jacobs
Notary Public in and for the State of
Washington, residing at: Tumwater
My commission expires: 12/01/2020

GRANTOR:

Granted this 18 day of January 2017.

Allen E Hayes
Allen E Hayes

Taralienda Hayes
~~Taralienda Hayes~~

STATE OF WASHINGTON)

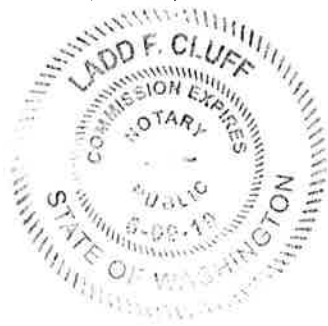
) ss

County of Thurston)

On this 18 day of January, 2017, before me personally appeared Allen E and Taralienda Hayes to me known to be the individuals described in and who executed the foregoing instrument, and acknowledged that they signed and sealed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned.

GIVEN under my hand and official seal the day and year last above written.

(SEAL)



Ladd F. Cluff
Signature
Print Name: Ladd F. Cluff
Notary Public in and for the State of
Washington, residing at: Olympia
My commission expires: 6-09-2019

GRANTOR:

Granted this 5 day of January, 2017.

Sandra Y. Orock

Sandra Y Orock

Timothy R. Y. Thornton

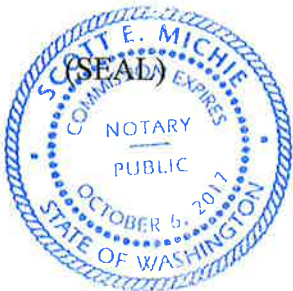
Timothy R Y Thornton

STATE OF WASHINGTON)

County of Thurston) ss

On this 5th day of January, 2017, before me personally appeared Sandra Y Orock to me known to be the individual described in and who executed the foregoing instrument, and acknowledged that she signed and sealed the same as her free and voluntary act and deed, for the uses and purposes therein mentioned.

GIVEN under my hand and official seal the day and year last above written.



Scott E. Michie

Signature

Print Name: Scott E. Michie

Notary Public in and for the State of

Washington, residing at: Thurston County

My commission expires: October 6, 2017

GRANTOR:

Granted this 29 day of December 2016

Martha S. Buck

Martha S Buck

STATE OF WASHINGTON)

County of Thurston)^{SS}

On this 29th day of December, 2016, before me personally appeared Martha S Buck to me known to be the individual described in and who executed the foregoing instrument, and acknowledged that she signed and sealed the same as her free and voluntary act and deed, for the uses and purposes therein mentioned.

GIVEN under my hand and official seal the day and year last above written.



Julie A. Mongey
Signature
Print Name: Julie A. Mongey
Notary Public in and for the State of
Washington, residing at: Sumner, WA
My commission expires: 11/9/17

GRANTOR:

Granted this 28th day of December, 2016.

[Signature]

Mark E McDurmon

[Signature]

Marie Helene McDurmon

STATE OF WASHINGTON)

County of Thurston) ss

On this 28th day of December, 2016, before me personally appeared Mark E and Marie Helene McDurmon to me known to be the individuals described in and who executed the foregoing instrument, and acknowledged that they signed and sealed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned.

GIVEN under my hand and official seal the day and year last above written.



[Signature]
Signature
Print Name: Julie A. Mongey
Notary Public in and for the State of
Washington, residing at: Tumwater, WA
My commission expires: 11/9/17

GRANTOR:

Granted this 15th day of December, 2016.

Diane M Utter

Diane M Utter

STATE OF WASHINGTON)

) ss
County of Thurston)

On this 15th day of December, 2016 before me personally appeared Diane M Utter to me known to be the individual described in and who executed the foregoing instrument, and acknowledged that she signed and sealed the same as her free and voluntary act and deed, for the uses and purposes therein mentioned.

GIVEN under my hand and official seal the day and year last above written.



Lindsay M. Marquez
Signature
Print Name: Lindsay M. Marquez
Notary Public in and for the State of
Washington, residing at: Olympia
My commission expires: 09-29-19

GRANTOR:

Granted this 30 day of Dec, 2016

Robyn L. Moore
Robyn L Moore

Carolyn L. Moore
Carolyn L Moore

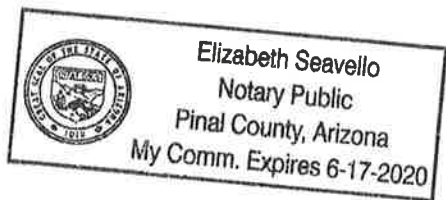
STATE OF ARIZONA)

County of Pinal) ss

On this 30 day of Dec, 2016 before me personally appeared Robyn L and Carolyn L Moore to me known to be the individuals described in and who executed the foregoing instrument, and acknowledged that they signed and sealed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned.

GIVEN under my hand and official seal the day and year last above written.

(SEAL)



Elizabeth Seavello
Signature
Print Name: Elizabeth Seavello
Notary Public in and for the State of
Arizona, residing at: Casa Grande
My commission expires: 6-17-2020

GRANTOR:

Granted this 20th day of January, 2017.

[Signature]
Brandon M Popovac

[Signature]
Elena M Popovac

STATE OF WASHINGTON)
County of Thurston) ss

On this 20th day of January, 2017, before me personally appeared Brandon M and Elena M Popovac to me known to be the individuals described in and who executed the foregoing instrument, and acknowledged that they signed and sealed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned.

GIVEN under my hand and official seal the day and year last above written.



Mary R Murphy
Signature
Print Name: Mary R Murphy
Notary Public in and for the State of
Washington, residing at: Olympia, WA
My commission expires: October 22, 2017

GRANTOR:

Granted this 6th day of February, 2017.

Bruce E Jacobs
Bruce E Jacobs

STATE OF WASHINGTON)

) ss

County of Thurston)

On this 6 day of Feb., 2017, before me personally appeared Bruce E Jacobs to me known to be the individual described in and who executed the foregoing instrument, and acknowledged that he signed and sealed the same as his free and voluntary act and deed, for the uses and purposes therein mentioned.

GIVEN under my hand and official seal the day and year last above written.

(SEAL)



Ladd F. Cluff

Signature

Print Name: Ladd F. Cluff

Notary Public in and for the State of

Washington, residing at: Olympia

My commission expires: 6-09-2019

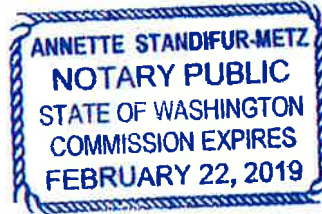
GRANTOR:

Granted this 23 day of January, 2017.


John Seifer


Sun Seifer

STATE OF WASHINGTON)
County of Thurston) ss



On this 23 day of January, 2017 before me personally appeared John and Sun Seifer to me known to be the individuals described in and who executed the foregoing instrument, and acknowledged that they signed and sealed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned.

GIVEN under my hand and official seal the day and year last above written.


(SEAL) Signature
Print Name: Annette Standifur-Metz

Notary Public in and for the State of Washington, residing at:
Olympia

My commission expires: 2-22-2019

GRANTEE:

Accepted and Approved:
CITY OF OLYMPIA

Approved as to form:

By: _____
Steven R. Hall, City Manager

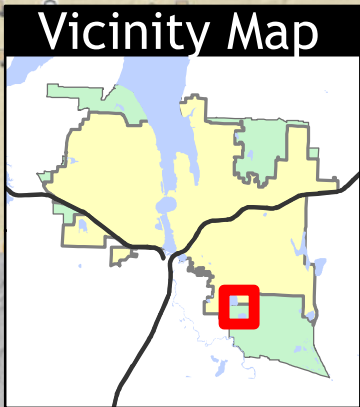
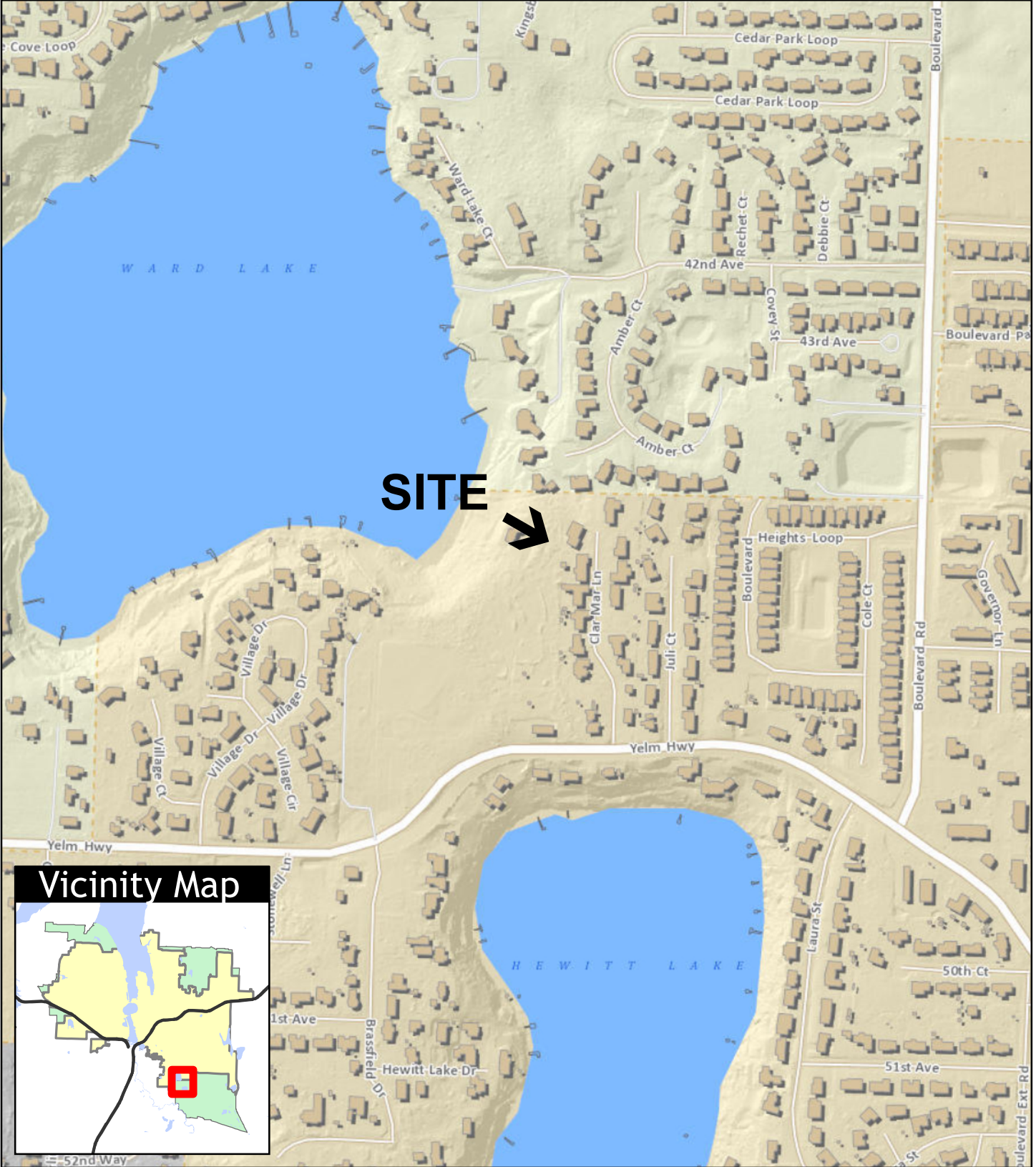
Darren Nienaber DCA
City Attorney

Date: _____



Clar-Mar Lane Watermain Replacement

Right-of-Way Easement



0 250 500 Feet 1 inch = 500 feet

The City of Olympia and its personnel cannot assure the accuracy, completeness, reliability, or suitability of this information for any particular purpose. The parcels, right-of-ways, utilities and structures depicted hereon are based on record information and aerial photos only. It is recommended the recipient and/or user field verify all information prior to use. The use of this data for purposes other than those for which they were created may yield inaccurate or misleading results. The recipient may not assert any proprietary rights to this information. The City of Olympia and its personnel neither accept or assume liability or responsibility, whatsoever, for any activity involving this information with respect to lost profits, lost savings or any other consequential damages.



Map printed 3/23/2017.



City Council

Approval of Advisory Committee and Commission 2017 Work Plans

Agenda Date: 4/4/2017
Agenda Item Number: 4.C
File Number: 17-0356

Type: decision **Version:** 1 **Status:** Consent Calendar

Title

Approval of Advisory Committee and Commission 2017 Work Plans

Recommended Action

Committee Recommendation:

General Government Committee recommends approval of 2017 work plans as submitted, with the understanding that priorities may change during the year and activities/timelines are dependent on available staff and committee time and resources.

City Manager Recommendation:

Move to approve the 2017 advisory committee and commission work plans as recommended by General Government Committee.

Report

Issue:

Whether to approve the recommended work plans.

Staff Contact:

Kellie Purce Braseth, Strategic Communications Director, 360.753.8361

Presenter(s):

None - Consent Calendar Item.

Background and Analysis:

Annually, most Council-appointed advisory committees and commissions prepare a work plan for Council review and approval. Past Councils have agreed that the Design Review Board and Lodging Tax Advisory Committee only need to submit work plans if they propose activities that are different than their routine, annual work. General Government Committee members individually reviewed the plans in March. The Committee met with advisory committee chairs on March 22.

Neighborhood/Community Interests (if known):

N/A

Options:

1. Approve the plans as recommended.
2. Approve the plans with Council amendments.
3. Do not approve the plans and send back to the respective committee/commission for revisions indicated.

Financial Impact:

If applicable, listed on individual plans.

Attachments:

Arts Commission Work Plan
Bicycle and Pedestrian Advisory Committee Work Plan
Heritage Commission Work Plan
Parks and Recreation Advisory Committee Work Plan
Planning Commission Work Plan
Utility Advisory Committee Work Plan

ARTS COMMISSION - 2017 Work Plan

During 2017 the Arts Commission will hold full meetings on the second Thursday of each month. In addition to full committee meetings, Art in Public Places and Community Events & Outreach subcommittees will alternate meetings the hour before each Commission meeting.

Section 1 - 2017 Policy and Program Recommendations to City Council

Consistent with past practice, committee recommendations are forwarded to the full Council as part of the report for relevant Council agenda items, often as an attached memo authored by the Chair or committee and/or an oral report by the Chair at a Council meeting. Staff estimates that there is sufficient professional and administrative staff time to accomplish the policy recommendation staff support to the committee in 2017.

Professional staff liaison for the Arts Commission is Stephanie Johnson.

Estimated Percent of Overall Committee Effort: 50%

Title Description	Committee Lead & Commitment	Staff Commitment	Schedule	Budget Implications	6 Month Check-In
	<i>Committee hours, not individuals.</i>	<i>Hours reflect working with the committee, not total project staff time.</i>	<i>Estimated completion.</i>		
1.1 2017 Municipal Art Plan to City Council Description: As part of the 2017 Work Plan process, recommend plan for 2017 dollar per capita funds and any potential capital projects where 1% funds might apply. Deliverable: Recommend 2017 Municipal Art Plan to City Council.	APP 3 hours	3 hours	March		

<p>1.2 Music Out Loud</p> <p>Description: Honoring past musicians and celebrating today's music, this project pairs artistic elements incorporated into the ground plane of several sidewalks in downtown Olympia, with a summer series of music performances.</p> <p>Deliverable: Complete construction and performance schedule.</p>	APP/CEO 6 hours	6 hours	December	Municipal Art Fund	
<p>1.3 City Gateways</p> <p>Description: In coordination with the Planning Commission, complete Gateway Public Art Master Plan.</p> <p>Deliverable: Gateway public art master plan.</p>	APP 20 hours	20 hours	Feb/March-August	None	
<p>1.4 Arts Center Support</p> <p>Description: Continue to explore and support efforts to bring an Arts Center to Olympia and develop opportunities for artists and art organizations in the community.</p> <p>Deliverable: Facilitate continued communication with Olympia's arts community.</p>	CEO 2 hours	2 hours	Ongoing	None	
<p>1.5 Support Creative District</p> <p>Description: Support City downtown strategy planning efforts in the development of a Creative District. Explore costs, benefits and community interest in establishing a formal creative district/corridor in downtown Olympia.</p> <p>Deliverable: Continue communication with</p>	CEO/APP 4 hours	4 hours	Ongoing	TBD	

Olympia's arts community and monitor progress of ArtsWA program development at state level.					
1.6 Commission Retreat/Work Session Description: Spring retreat to orient new Commissioners, fall session to discuss new work plan. Deliverable: Complete the retreat	Commission 3 hours	3 hours	May and October	None	
1.7 Expressive Enhancement of Downtown Description: Develop initiatives for the expressive enhancement of the downtown area in collaboration with the PBIA and ODA. Deliverable: Recommendations for GG review	Commission 4 hours	4 hours	Ongoing	TBD	
1.8 Proposal for Arts Organizations Granting Program Description: Research and develop proposal for granting program. Deliverable: Recommendation to General Government Committee	CEO 4 hours	4 hours	October		

SECTION 2.

2017 Arts Program Support

Arts Commission members provide valuable volunteer assistance to accomplish the City's annual arts program. Also, as programs are implemented and administrative procedures developed, staff often consults with Commissioners for their input and perspective. Input from the Commission is considered by staff in implementing the program or policy.

Unless noted under "Budget Implications," there is sufficient staff time/resource available in 2017 to accomplish or advance these items.

Estimated Percent of Overall Committee Effort: 50%

<i>Title Description</i>	Committee Lead and Commitment	Staff Commitment	Schedule	Budget Implications	6 Month Check-In
<p>2.1 Arts Walk 54 & 55</p> <p>Description: Provide ongoing input on policies, procedures, and marketing. Assist with map distribution.</p> <p>Deliverable: Engage artists and downtown community.</p>	CEO/Entire Commission 5 hours	5 hours	April 28 & 29 October 6 & 7 November: Poster Jury	None	
<p>2.2 Public Art Assessment</p> <p>Description: Based on developed process for assessing City public art, periodically review the public art collection for vandalism, cleanliness and repair.</p> <p>Deliverable: Assist staff in determining what artworks require repair, removal or conservation efforts.</p>	Commission 2 hours	2 hours	April	Public Art Maintenance Fund	
<p>2.3 Arts & Heritage Day at the Capitol</p> <p>Description: Participate in Arts & Heritage Day at the Capitol.</p>	Commission 4-6 hours	4-6 hours	February	None	

<p>Deliverable: Set meetings and invite constituents of the 20th, 22nd, and 35th districts - participate in the day's events.</p>					
<p>2.4 Traffic Box Mural Wrap Public Art Project</p> <p>Description: Working in partnership with Public Works, 10 transit boxes in East Olympia will be wrapped with artwork by local artists of all ages, printed on vinyl. Designs will be made available for online voting.</p> <p>Deliverable Project.</p>	APP 4 hours	4 hours	December	Municipal Art Fund	
<p>2.5 Percival Plinth Project</p> <p>Description: Annual exhibition of sculpture on Percival Landing, as well as long-range vision for permanent installation of People's Choice purchases.</p> <p>Deliverable: Program plinths for art exhibitions.</p>	APP 4 hours	4 hours	September	Municipal Art Fund	
<p>2.6 Poet Laureate</p> <p>Description: Assist as needed to support program.</p> <p>Deliverable: Poet Laureate program is supported and successful.</p>	CEO 12 hours	12 hours	March	Municipal Art Fund	
<p>2.7 Implementation of Temporary Display of Art at City Hall & Programming</p> <p>Description: Develop policy, programming, schedule, selection process and criteria for loaned, rotating exhibitions and concurrent presentations at City Hall.</p> <p>Deliverable: Placement of temporary art in City Hall.</p>	APP 6 hours	6 hours	December	Municipal Art Fund for Arts Infrastructure	

2.8 Northwest Public Art Conference Description: Support Olympia's hosting of arts administrators from OR, ID, WA and BC October 12-14, 2017. Deliverable: Assist as necessary.	2 hours	2 hours	October 12-14	None	
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Bicycle and Pedestrian Advisory Committee (BPAC) 2017 Work Plan April 2017 - March 2018 Work Plan

The BPAC will hold six full committee meetings in 2017. In addition to the full committee meetings, subcommittee meetings and special meetings will continue to be held as needed.

Section 1. 2017 Policy Issues - Recommendations to City Council

Consistent with past practice, committee recommendations are forwarded to the full Council as part of the report for the relevant Council agenda items, often as an attached memo authored by the Chair or committee and/or an oral report by the Chair at a Council meeting. Unless otherwise noted, staff estimates that there is sufficient professional and administrative staff time to accomplish the Section #1 in 2017-18.

Professional staff liaison to BPAC is Michelle Swanson.

Estimated Percent of Overall Committee Effort: 20%

Title Description	Committee Lead and Commitment <i>Committee hours, not individuals.</i>	Staff Commitment <i>Hours reflect working with the committee, not total project staff time.</i>	Schedule <i>Estimated timeline from start to finish.</i>	Budget Implications
1.a. Capital Facilities Plan annual review: Review bicycle- and pedestrian-related CFP programs and priorities. Deliverable: Recommendation to City Council	Full committee: 2-3 hours	Transportation staff: 3-4 hours	July - September	Budget implications identified during development of the Capital Facilities Plan
1.b. Council referral: Staff briefing on City efforts to work with neighborhoods and the Olympia School District on safe walking & biking routes.	Full committee: 1 hour	Transportation staff: 2-4 hours	May - July	None
1.c. Special Projects and Studies: As necessary, provide recommendations on studies and special projects as directed by Council in the scope of work for the project or study. Deliverable: Recommendations to City Council as identified in project/study scope	Full committee: 1-2 hours depending on projects	Transportation staff: 2-4 hours depending on projects	Ongoing	Budget implications addressed through larger project scope

SECTION 2.**2017 Program Implementation and/or Input to Staff**

As programs are implemented and administrative procedures developed, staff often consults with committees for their input and perspective. Input from the committee is considered by staff in implementing the program or policy. This work is secondary to the primary committee purpose of policy recommendation advice to the City Council.

Unless noted under “Budget Implications,” there is sufficient staff time/resource available in 2017 to accomplish or advance these items.

Estimated Percent of Overall Committee Effort: 80%

Title Description	Committee Lead and Commitment	Staff Commitment	Schedule	Budget Implications
2.a. Transportation Master Plan: Participate in the creation of a Transportation Master Plan. Deliverable: Comments to City staff.	Full committee: 2-4 hours	Transportation staff: 4-6 hours	July - March 2018	None anticipated
2.b. Neighborhood Pathways Program: Participate in a review of the Program so far. Deliverable: Comments to City staff.	Full committee: 1-2 hours	Transportation staff: 2-4 hours	May - September	None anticipated
2.c. Downtown Streets Reconstruction Projects: Provide input on design decisions for the streets to be reconstructed as part of the Downtown Strategy. Deliverable: Comments to City staff.	Full committee: 2-4 hours	Transportation staff: 4-6 hours	May - March 2018	None anticipated
2.d. Bicycle Corridor Program: Participate in prioritizing future Bike Corridor projects. Deliverable: Comments to City staff.	Full committee: 2-4 hours	Transportation staff: 4-6 hours	May - July	None in short term

Title Description	Committee Lead and Commitment	Staff Commitment	Schedule	Budget Implications
<p>2.e. US 101/West Olympia Access Project: Briefing on the project, including parts that make it easier to bike and walk.</p> <p>Deliverable: Briefing only.</p>	Full committee: 1-2 hours	Transportation staff: 2-4 hours	May - July	None anticipated
<p>2.f. Action Plan: Briefing on Action Plan progress to date, including indicator data (as available), actions accomplished and/or underway, and Council emphasis areas.</p> <p>Deliverable: Comments to staff.</p>	Full committee: 1-2 hours	CPD Staff: 2-4 hours Transportation staff: 1-2 hours	September - November	None anticipated
<p>2.g. Engineering Design and Development Standards (EDDS): As appropriate, review and comment on revisions to the EDDS.</p> <p>Deliverable: Comment to staff and/or recommendation to Council.</p>	Full committee: 1-2 hours	Transportation staff: 2-4 hours	July - September	None anticipated
<p>2.j. Project review: As appropriate, provide feedback or make recommendations on City bicycle- and pedestrian-related CFP projects and relevant County or State projects.</p> <p>Deliverable: Comments to staff on scope, design, implementation issues.</p>	Full committee: 1-2 hours	Transportation staff: 2-4 hours	On-going	None anticipated

Olympia Heritage Commission (OHC) – **DRAFT** 2017 Work Plan

The Olympia Heritage Commission (OHC) proposes to meet nine (9) times in 2017 on the fourth Wednesday of the following months: January, March, April, May, June, August, September, October, and November. Subcommittee meetings and special meetings held as needed.

Professional Staff Liaison to the Heritage Commission: Michelle Sadlier

Section 1: Policy and Program Recommendations to City Council

OHC recommendations are forwarded to the full Council as part of the staff report for relevant Council agenda items.
Estimated Percent of Overall Commission Effort: **20%**

Title Description End Product	Committee Lead & Commitment	Staff Commitment	Schedule	Budget Implications
<p>1.a. Promote & Oversee Olympia Heritage Register</p> <p>Proposed Work: <i>Promote and provide guidance on applications to place individual properties and historic districts on Register; review applications and conduct public hearings on proposed additions; review integrity standards and periods of significance for designation of properties for proposed historic districts.</i></p> <p>Deliverable: <i>Recommendations to City Council; plaques for individually listed properties; accurate Register</i></p>	<p>OHC: Public hearings at regularly-scheduled meetings</p> <p>Heritage Review Committee: 3-9 hours</p> <p>Survey & Inventory Committee: 5-15 hours</p>	<p>CP&D Staff: Individual property application: 20-50 hours</p> <p>Historic district application: 250+ hours**</p> <p>Database maintenance: 100+ hours</p>	<p>As needed</p>	<p>Individual property application: Included in base budget</p> <p>**Historic district application: TBD. If an application is submitted, it is not included in base budget. Grant funding may be sought for Downtown survey to support Downtown Strategy</p>

Olympia Heritage Commission (OHC) – **DRAFT** 2017 Work Plan

Title Description End Product	Committee Lead & Commitment	Staff Commitment	Schedule	Budget Implications
<p>1.b. Review and Recommend Revisions to Heritage Related City Code</p> <p>Proposed Work: <i>Review existing City ordinances and municipal code relevant to historic properties to identify areas for potential code improvements; with staff support, review and make recommendations on OMC 18.12 (Historic Preservation) and OMC 3.60 (Special Valuation).</i></p> <p>Deliverable: <i>Recommendations to City Council; code revisions</i></p>	<p>OHC: 9 hours</p> <p>Policy & Ordinance Committee: 60 hours</p> <p>Olympia Planning Commission: 4 hours</p>	<p>CP&D Staff: 100 hours</p> <p>Legal Staff: 10 hours</p>	<p>January – December</p>	<p>Included in base budget</p>
<p>1.c. Evaluate Special Valuation Applications</p> <p>Proposed Work: <i>Review applications submitted to the City of Olympia via the Thurston County Assessor; make recommendation to City Council for approval or denial of application; monitor properties currently on the program.</i></p> <p>Deliverable: <i>Recommendations to City Council; ongoing monitoring</i></p>	<p>OHC: Review at regularly- scheduled OHC meeting</p> <p>Heritage Review Committee: 3-9 hours</p>	<p>CP&D Staff: 30-90 hours</p> <p>Legal Staff: 10-30 hours</p>	<p>As needed, 1 to 3 per year</p>	<p>Included in base budget</p>

Olympia Heritage Commission (OHC) – **DRAFT** 2017 Work Plan

Title Description End Product	Committee Lead & Commitment	Staff Commitment	Schedule	Budget Implications
<p>1.d. Nominate Historic Preservation Award Recipient(s)</p> <p>Proposed Work: <i>Nominate award recipient(s) to recognize local excellence in historic preservation to be presented by City Council; Committee to make recommendations on process improvements</i></p> <p>Deliverable: <i>Recommendation to City Council; Preservation Award Certificate(s) for presentation at City Council meeting</i></p>	<p>OHC: 5 hours</p> <p>Preservation Award Committee: 30 hours</p>	<p>CP&D Staff: 10 hours</p> <p>Communications Staff: 10-20 hours</p>	<p>January – October</p>	<p>Included in base budget</p>

Olympia Heritage Commission (OHC) – **DRAFT** 2017 Work Plan

Section 2: Policy and Program Recommendations to City Staff

OHC recommendations are forwarded to City staff to guide regulatory decisions on land use and building permits as well as other planning efforts.
 Estimated Percent of Overall Commission Effort: **40%**

Title Description End Product	Committee Lead & Commitment	Staff Commitment	Schedule	Budget Implications
<p>2.a. Conduct Heritage Review for Building Permit Applications for Register and Historic District Properties</p> <p>Proposed Work: <i>Review and provide recommendations for building permit applications for Register and historic district properties; conduct pre-submission advice meetings with potential applicants; consider possible minimum professional membership requirements as well as method of selection for Heritage Review Committee; develop framework on window and door replacement.</i></p> <p>Deliverable: <i>Recommendations to Building Official; public education and outreach</i></p>	<p>OHC: 9 hours</p> <p>Heritage Review Committee: 30 hours</p>	<p>CP&D Staff: 75 hours</p>	<p>January – December, approximately 1 heritage review meeting per month</p>	<p>Included in base budget</p>

Olympia Heritage Commission (OHC) – **DRAFT** 2017 Work Plan

Title Description End Product	Committee Lead & Commitment	Staff Commitment	Schedule	Budget Implications
<p>2.b. Conduct Design Review for Land Use Applications for Register and Historic District Properties</p> <p>Proposed Work: <i>Work with Design Review Board members on joint committee to review land use applications to Register and historic district properties located within Design Review Districts.</i></p> <p>Deliverable: <i>Recommendations to Community Planning & Development Director or Hearing Examiner</i></p>	Heritage Review Committee: 6-12 hours	CP&D Staff: 12-24 hours	As needed, approximately 1-2 per year	Included in base budget
<p>2.c. Review and Provide Input on City Projects and Develop Familiarity with Other Regulatory and Budgetary Frameworks Relevant to Olympia’s Heritage</p> <p>Proposed Work: <i>Review, discuss, and provide historic preservation input on planning, public works, and parks activities such as the design review standards phase of the Downtown Strategy, Comprehensive Plan Implementation Strategy (Action Plan), code updates, and Capital Facilities Plan; build on familiarity with how State and Federal environmental regulations on historic and cultural resources – such as the State Environmental Policy Act and Section 106 of the National Historic Preservation Act – come into play at the local level.</i></p> <p>Deliverable: <i>Recommendations to staff</i></p>	OHC: Review at regularly-scheduled OHC meeting Committee formation as needed	CP&D Staff: Varies	As needed	Included in base budget

Olympia Heritage Commission (OHC) – **DRAFT** 2017 Work Plan

Title Description End Product	Committee Lead & Commitment	Staff Commitment	Schedule	Budget Implications
<p>2.d. Support the Development of Cultural Resource Outreach Program for City Staff and Volunteers</p> <p>Proposed Work: <i>Where appropriate, provide expertise to staff in developing an outreach program to increase awareness of staff and volunteers working on publicly-held land on how to anticipate and respond to the discovery of archaeology and other heritage features significant to Tribes and other communities.</i></p> <p>Deliverable: <i>Outreach program</i></p>	<p>OHC: Review at regularly-scheduled OHC meetings</p> <p>Committee formation as needed</p>	<p>CP&D Staff: 50 hours</p>	<p>February – May</p>	<p>Included in base budget</p>

Olympia Heritage Commission (OHC) – DRAFT 2017 Work Plan

Section 3: Additional Heritage Program Activities

OHC members provide valuable volunteer assistance to help accomplish the City’s goals to protect and enhance Olympia’s historic character and sense of place. Estimated Percent of Overall Commission Effort: **40%**

<p style="text-align: center;">Title Description End Product</p>	<p style="text-align: center;">Committee Lead & Commitment</p>	<p style="text-align: center;">Staff Commitment</p>	<p style="text-align: center;">Schedule</p>	<p style="text-align: center;">Budget Implications</p>
<p>3.a. Conduct and Collaborate on Historic Preservation Outreach</p> <p>Proposed Work: <i>Organize and conduct activities to champion Olympia’s historic places, including historic preservation month; partner with area organizations such as the Olympia Historical Society & Bigelow House Museum, Olympia Downtown Association, Arts Commission, other citizen advisory boards and other community organizations to create educational opportunities; provide research support for staff in producing biannual rotation of City Hall heritage gallery wall photo displays.</i></p> <p>Deliverable: <i>Community programs and displays which encourage public participation in historic preservation and appreciation of the historic environment</i></p>	<p>OHC: Varies</p> <p>Outreach Committee: 40 hours</p>	<p>CP&D Staff: 80 hours</p> <p>Communications Staff: 20-30 hours</p>	<p>Ongoing</p>	<p>Included in base budget</p> <p>Grant funding may be sought for larger-scale outreach efforts</p>

Olympia Heritage Commission (OHC) – **DRAFT** 2017 Work Plan

Title Description End Product	Committee Lead & Commitment	Staff Commitment	Schedule	Budget Implications
<p>3.b. Pursue and Enhance Partnerships and Integration with other City Advisory Boards, Organizations and Advocacy Groups</p> <p>Proposed Work: <i>Initiate and cultivate partnerships on issues related to Olympia’s historic places, including the Arts Commission and other City of Olympia citizen advisory boards, Thurston County Historic Commission, Tumwater Historic Preservation Commission, and Lacey Historical Commission.</i></p> <p>Deliverable: <i>Partnerships; coordinated approaches to shared issues</i></p>	OHC Members: Varies	CP&D Staff: Varies	Ongoing	Included in base budget
<p>3.c. Contribute to Programs and Activities to Enhance Historic Downtown Olympia</p> <p>Proposed Work: <i>Work with other City of Olympia citizen advisory boards, City departments, and downtown partners to further downtown planning and improvements; actively participate in the implementation of the Downtown Strategy; provide community leadership on Downtown reconnaissance-level survey conducted by independent consultants; consider next steps for use of the information and recommendations provided in final survey report.</i></p> <p>Deliverable: <i>A Downtown Strategy which reflects and enhances the historical character of Olympia’s Downtown; improvement projects compatible with Downtown’s historic character and sense of place</i></p>	OHC: 20 hours Downtown Committee: 40 hours	CP&D Staff: Varies	Ongoing	Included in base budget; DAHP & Thurston County grants for survey

Parks and Recreation Advisory Committee -- 2017 Work Plan (April 1, 2017 to March 31, 2018)

SECTION 1. 2017 Policy Issues - Recommendations to City Council

The committee has scheduled 8 regular meetings to accomplish this work plan. Consistent with past practice, committee recommendations are forwarded to the full Council as part of the report for the relevant Council agenda items, often as an attached memo authored by the Chair or committee and/or an oral report by the Chair at a Council meeting. Unless otherwise noted, there is sufficient professional and administrative staff time to accomplish the Section #1 staff commitments in 2017.

Professional staff liaison for PRAC is Laura Keehan.
Administrative staff support is provided by Tammy LeDoux.

Estimated Percent of Overall Committee Effort: 80%

Title Description	Committee Commitment	Staff Commitment <i>Hours reflect working with the committee, not total project staff time.</i>	Schedule <i>(Estimated)</i>	Budget Implications
Plans				
<p>1.1 Capital Facilities Plan (CFP) (Annual)</p> <p>PRAC Role: Make recommendation to the Planning Commission for the 2018-2023 Capital Facilities Plan.</p> <p>Deliverable: Recommendation to Planning Commission & City Council</p>	4 hours	<p>Laura Keehan 4 hours (incorporating feedback into plan)</p> <p>Laura Keehan 2 hours (Meeting attendance)</p>	May & September	Within existing resources
<p>1.2 Capital Asset Management Program (CAMP) (Annual)</p> <p>PRAC Role: Make recommendation to the Planning Commission for the CAMP portion of the CFP.</p> <p>Deliverable: Recommendation to</p>	4 hours	<p>Laura Keehan 4 hours (incorporating feedback into plan)</p> <p>Laura Keehan 2 hours (Meeting attendance)</p>	May & September	Within existing resources

Planning Commission & City Council				
1.3 Implementation of the Downtown Strategy PRAC Role: After the Olympia Downtown Strategy is adopted in 2017, the City and community partners will start working on the Recommended Actions. Depending on the Strategy Actions approved by Council and their timing there may be topics relevant to PRAC. Deliverable: Provide feedback and ideas	2 hours	2 hours	As needed	None
1.4 West Bay Park & Restoration Master Plan PRAC Role: Receive briefing on preliminary ideas and concepts for the master plan Deliverable: Provide feedback and ideas	3 hours	Laura Keehan 4 hours	December	Within existing resources
1.5 Action Plan PRAC Role: Receive briefing on the proposed 2018 Action Plan Deliverable: Provide input to Council on the updated Action Plan and Council priorities	2 hours	Stacey Ray 3 hours	February	None

SECTION 2. 2017 Program Implementation and/or Input to Staff

As programs are implemented and administrative procedures developed, staff often consults with committees for their input and perspective. Input from committee members is considered by staff in implementing the program or policy. This work is secondary to the primary committee purpose of policy recommendation advice to the City Council.

Unless otherwise noted, there is sufficient staff time/resource available in 2017 to accomplish or advance these items.

Estimated Percent of Overall Committee Effort: 20%

Title Description	Committee Commitment	Staff Commitment <i>Hours reflect working with the committee, not total project staff time.</i>	Schedule <i>(Estimated)</i>	Budget Implications
MISCELLANEOUS				
<p>2.1 Informal meeting with department and city leadership.</p> <p>PRAC Role: Attend optional, informal annual meeting with the department director, associate directors, and city manager.</p> <p>Deliverable: None – information sharing only.</p>	None necessary	Paul Simmons, Jonathon Turlove, Scott River, Steve Hall 2 hours	June	None
<p>2.2 Annual Park Evaluation Program</p> <p>PRAC Role: Administer annual park evaluation program.</p> <p>Deliverable: Compiled park evaluation information.</p>	6 hours	No staff lead: This is an entirely PRAC-driven effort	Survey forms distributed in May, Results discussed in October	None
<p>2.3 Joint meeting of Olympia, Tumwater, Lacey, and Thurston County Park Boards (Annual)</p> <p>PRAC Role: PRAC members will help plan and attend the joint meeting</p>	3 hours	Jonathon Turlove 3 hours	TBD based on host jurisdiction	None

<p>of regional park boards.</p> <p>Deliverable: None – information sharing only.</p>				
<p>2.4 Participation in groundbreakings and dedications</p> <p>PRAC Role: Participate in groundbreaking and dedication celebrations</p> <p>Deliverable: Visibility at community events.</p>	None necessary	Tammy LeDoux 2 hours	As needed	None
<p>2.5 Park Naming</p> <p>PRAC Role: Hold a public hearing and make a recommendation to Council on park names.</p> <p>Deliverable: Recommendation to Council</p>	2 hours	2 hours	As needed	None
<p>2.6 Park Land Donations</p> <p>PRAC Role: Review parcels offered to OPARD for donation and make recommendation to Council</p> <p>Deliverable: Make recommendation to Council</p>	2 hours	3 hours	As needed	None
<p>2.7 Grant Applications</p> <p>PRAC Role: Receive presentation on OPARD's proposed grant applications</p> <p>Deliverable: Letters of support for applications</p>	2 hours	2 hours	As needed	None

<p>2.8 Performance Report Update</p> <p>PRAC Role: Receive presentation on OPARD's 2016 performance report</p> <p>Deliverable: None – information sharing only</p>	None necessary	Paul Simmons 1 hour	April	None
<p>2.9 Volunteer Program</p> <p>PRAC Role: Receive briefing on OPARD's volunteer program</p> <p>Deliverable: None – information sharing</p>	None necessary	Sylvana Niehuser 2 hours	August	None

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*** DRAFT * * Olympia Planning Commission - 2017 Work Plan * * DRAFT * January 25, 2017**
(April 1, 2017 to March 31, 2018)

The Olympia Planning Commission (OPC) is expected to hold 22 regular meetings plus one “retreat” during this period. In addition, a “Finance” subcommittee will be formed to review the annual Capital Facilities Plan update. Special meetings may be held and other subcommittees may be formed if necessary or to more efficiently complete the work plan. Staff liaison to OPC is Senior Planner Joyce Phillips of the Community Planning and Development Department (jphillip@ci.olympia.wa.us; 360.570.3722).

[Note that the far-right column is for purposes of reviewing the proposed work plan and is NOT to be part of work plan officially approved by Council.]

Section 1. 2017 Policy Issues – Recommendations to City Council						
Commission recommendations on these items would be forwarded to the City Council. Recommendations may be conveyed in writing, directly by the Commission chair or a delegate, or by City staff. Unless otherwise noted, staff estimates there is sufficient professional and administrative staff time to support Section #1 in 2017. In general these work items are tasks that State law or local rules require the Commission to perform. Estimated 62 meeting hours; approximately 75% percent of overall commission effort.						
Title and Description	Estimated Commission Meeting Time	Estimated Staff Commitment (Direct support for Commission role)	Schedule (Estimated Completion)	Budget Implications	Commission Role	Source of Proposal
<p>1.1 Review 6-year Capital Facilities Plan (CFP)</p> <ul style="list-style-type: none"> http://olympiawa.gov/city-government/budget-financial-reports.aspx <p>Review the Preliminary CFP, hold a public hearing and identify whether proposals comply with the adopted City Comprehensive Plan.</p> <p>Deliverable: Public Hearing and recommendation to City Council.</p>	2 hours; plus 6 or more hours of subcommittee meeting time	<p>CP&D staff: 14-18 hours</p> <p>Other citywide administrative and planning staff: 10 hours</p>	Subcommittee formed in April; Commission to conclude review in September.	Included in base budget.	Detailed review and recommendation	City Staff – an annual update is customary for Olympia
<p>1.2 Annual Comprehensive Plan Amendments</p> <ul style="list-style-type: none"> http://olympiawa.gov/city-government/codes-plans-and-standards/olympia-comprehensive-plan.aspx <p>Collective review of private and public proposals to amend the Comprehensive Plan. Specific proposals to be reviewed are determined by Council prior to referral to Commission.</p> <p>Deliverables: Public Hearing and recommendation to City Council.</p>	12 hours - dependent on scope, nature and controversy of proposals	<p>CP&D staff: 24 to 40 hours</p> <p>Other department support: 24 to 40 hours</p>	June	Included in base budget	Detailed review and recommendation	Council referrals may include Bentridge Village, Transportation Maps, Briggs Village and Tsuki Corner.

<p>1.3 Downtown design criteria update</p> <ul style="list-style-type: none"> http://olympiawa.gov/community/downtown-olympia/downtown-strategy.aspx <p>Amendment of development code consistent with pending downtown strategy.</p> <p>Deliverable: Public Hearing and recommendation to City Council.</p>	4 hours	CP&D staff: 10 hours - may include consultant	March, September	Dependent on scope	General review and recommendation	City staff
<p>1.4 Scenic view code amendment – downtown area</p> <ul style="list-style-type: none"> http://olympiawa.gov/community/downtown-olympia/downtown-strategy.aspx <p>Amendment of development code relative to views to, from and over downtown area. This item is phase one of two to implement the new Comprehensive Plan; phase one is related to the downtown strategy below.</p> <p>Deliverable: Public Hearing and recommendation to City Council.</p>	3 hours	CP&D staff: 10 hours plus consultant	March, September	Funded as part of downtown strategy scope Included in base budget	Detailed review and recommendation	City staff
<p>1.5 SEPA- and Code-related regulation amendments – downtown area</p> <ul style="list-style-type: none"> http://olympiawa.gov/community/downtown-olympia/downtown-strategy.aspx <p>Review and revision of local SEPA regulations and development regulations regarding to downtown; may include updates responsive to State rules.</p> <p>Deliverables: Public Hearing and recommendation to City Council.</p>	3 hours	6-20 hours	March, September	Included in base budget	Detailed review and recommendation	City staff
<p>1.6 Zoning map and development code text amendments</p> <p>Review of any privately proposed or Council-initiated amendments to the City’s development regulations. Staff estimates that two to four will be considered in 2017.</p> <p>Deliverables: Public Hearing and recommendation to City Council.</p>	2 hours per proposal	CP&D staff: 4 to 10 hours per proposal	Dependent on timing of proposals	Included in base budget; private applicants pay a \$3200 fee.	Detailed review and recommendation	Placeholder for new proposals. May include Capitol Campus rezone.

<p>1.7 Sign code amendment</p> <ul style="list-style-type: none"> • www.olympiawa.gov/signcode <p>Amendment of development code in response to changing technology and recent Supreme Court first-amendment ruling</p> <p>Deliverable: Public Hearing and recommendation to City Council.</p>	4 hours	CP&D staff: 10 hours plus consultant	May	Consultant contract from 2016 and 2017 funds	General review and recommendation	City staff
<p>1.8 Low density neighborhood “in-fill” code amendments (aka Missing Middle Housing/Infill)</p> <p>Amendment of development codes to allow more intensity of use consistent with Comprehensive Plan. May include revisions to home occupation, accessory dwelling unit, and other regulations.</p> <p>Deliverable: Public Hearing and recommendation to City Council.</p>	6 hours	CP&D staff: 10 hours	September	Included in base budget	Detailed review and recommendation	City staff
<p>1.9 Transitional zoning amendments</p> <p>Amendment of development code to refine provisions intended to ensure compatibility between different land use zones; may include refinement of entirety of General Commercial and Commercial Services – High Density zones.</p> <p>Deliverable: Public Hearing and recommendation to City Council.</p>	4 hours	CP&D staff: 10 hours	October?	Included in base budget	General review and recommendation	Bigelow Neighborhood and City staff
<p>1.10 Short Term Rental Policies</p> <p>Amendment of development code consistent with Comprehensive Plan – may include refinement or revision of zoning code and evaluation of issues related to short term housing rentals in residential zones.</p> <p>Deliverable: Public Hearing and recommendation to City Council.</p>	4 hours	CP&D staff: 10 hours	July	Included in base budget	General review and recommendation	City staff

SECTION 2.
2017 Optional Program Implementation and/or Input to Council or Staff

As programs are developed and implemented and code amendment proposals and administrative procedures refined, staff often consults with the Commission for their input and perspective. Input from the Commission is considered by staff in implementing the program or policy. This work is secondary to the primary committee purpose of policy recommendations and advice to the City Council. Depending on scope, there may not be sufficient staff time/resource available in 2016 to accomplish or advance these items. Estimated 11 meeting hours; about 15% percent of overall commission effort.

Title and Description	Estimated Commission Meeting Time	Estimated Staff Commitment (Direct support for Commission role)	Schedule (Estimated Completion)	Budget Implications	Commission Role	Source of Proposal
<p>2.1 Neighborhood Center Code: A review of current development code, including collaboration with stakeholders such as Coalition of Neighborhood Associations, business & development community.</p> <p>Deliverable: Proposed development code update for consideration by City in 2018</p>	1 hour; plus substantial work group time	CP&D: 8 to 12 hours		Included in base budget.	Led by Commission	Planning Commission -- continued item begun in 2014
<p>2.2 Action Plan for comprehensive plan implementation.</p> <ul style="list-style-type: none"> http://olympiawa.gov/city-government/codes-plans-and-standards/action-plan.aspx <p>An implementation strategy is called for in the new Comprehensive Plan. Commission will review a draft Action Plan including proposed performance measures (or 'community indicators') and provide comments on the draft actions, priorities and performance measures.</p> <p>Deliverable: Recommendation and comments to City staff.</p>	2 hours	5 to 7 hours	April	Included in base budget.	As directed by Council's Land Use and Environment Committee	Comprehensive Plan
<p>2.3 Subarea/Neighborhood Plan</p> <p>Review of draft Subarea Plan</p> <p>Deliverable: Comments to staff and neighborhood work group; optional recommendation to Council.</p>	2 hours	CP&D staff: 4 hours	TBD	Included in base budget	Optional advisor to staff, citizens and Council	CP&D staff

SECTION 3.

2017 Administrative Activities and Informational Briefings

In addition to the substantive activities above, the Commission seeks to be a well-informed and effective advisory body. The activities below are intended to set aside time to focus on that goal. Estimated 5 meeting hours plus retreat; about 10% percent of overall commission effort.

Title and Description	Estimated Commission Meeting Time	Estimated Staff Commitment <i>(Direct support for Commission role)</i>	Schedule <i>(Estimated Completion)</i>	Budget Implications	Commission Role	Source of Proposal
<p>3.1 Organizational Retreat.</p> <p>Annual event focused on improving Commission functions and procedures.</p> <p>Deliverable. None - internal only.</p>	1 hour of regular meeting time to prepare; 4 to 6 hours of retreat meeting time	<p>CP&D Staff: 8 to 10 hours</p> <p>Facilitator at OPC option.</p>	To be determined	Included in base budget; facilitator may be retained.	Led by Planning Commission	Customary practice
<p>3.2 Check-In with the Land Use and Environment Committee</p> <p>Potential joint meeting with the Land Use and Environment Committee</p> <p>Deliverable: None</p>	1-2 hours		To be determined	Included in base budget	Led by LUEC	Planning Commission
<p>3.3 Preparation of 2018 Work Plan</p> <p>Time allotted for proposing work items for following year.</p> <p>Deliverable: Recommendation to Council</p>	2 hours	<p>CP&D: 6 hours</p> <p>Other staff: Variable</p>	Nov/Dec	Included in base budget	Led by Planning Commission	Customary practice
<p>3.4 Meet with Coalition of Neighborhood Associations</p> <p>Meeting to share issues and coordinate; an alternative joint meeting may be substituted.</p> <p>Deliverable: None</p>	1 hour	CP&D: 2 hours	To be determined	Included in base budget	Jointly led by OPC and CNA	OPC & CNA

<p>3.5 Downtown Strategy Implementation Measures Briefings.</p> <ul style="list-style-type: none"> • http://olympiawa.gov/community/downtown-olympia/downtown-strategy.aspx <p>Briefings regarding activities to implement the Downtown Strategy, potentially including: Parking Strategy; Housing Issues; Addressing Homelessness; and Isthmus Planning</p> <p>Deliverable: None</p>	4-6 hours	Variable depending on range and scope of topics prioritized for first year of implementation	To be determined	Included in base budget	Informational Briefing	City Staff
<p>3.6 Gateways & Art Master Plan Briefing</p> <p>Briefing regarding the Art Master Plan for city gateways</p> <p>Deliverable: None</p>	1 hour	CP&D: 1 hour	To be determined	Included in base budget	Informational Briefing	City Staff & Planning Commission
<p>3.7 Economic Development Briefing</p> <p>Briefing regarding economic development opportunities and actions in the City of Olympia</p> <p>Deliverable: None</p>	1 hour	CP&D: 2 hours	To be determined	Included in base budget	Informational Briefing	Planning Commission
<p>3.8 West Bay Restoration & Parks Plan Briefing</p> <p>Briefing regarding progress on the West Bay restoration and parks master planning efforts</p> <p>Deliverable: None</p>	1 hour	CP&D: 1 hour	To be determined	Included in base budget	Informational Briefing	Planning Commission
<p>3.9 Transportation Master Plan Briefing</p> <p>Briefing regarding progress on the Transportation Master Plan</p> <p>Deliverable: None</p>	1 hour	CP&D: 1 hour	To be determined	Included in base budget	Informational Briefing	Planning Commission

<p>3.10 Development Activity Briefing Briefing regarding annual development activity within the City and UGA</p> <p>Deliverable: None</p>	1 hour	CP&D: 1 hour	To be determined	Included in base budget	Informational Briefing	Planning Commission
<p>3.11 SmartGov Portal Demonstration and Briefing</p> <p>Briefing regarding the new SmartGov public portal, with a demonstration on its use, to track applications in the permitting process</p> <p>Deliverable: None</p>	1 hour	CP&D: 1 hour	August	Included in base budget	Informational Briefing	Planning Commission
<p>3.12 Affordable Housing Briefing</p> <p>A briefing regarding the status of affordable housing issues in Olympia and Thurston County</p> <p>Deliverable: None</p>	1 hour	CP&D: 1 hour	To be determined	Included in base budget	Informational Briefing	Planning Commission
<p>3.13 Public Safety Briefing</p> <ul style="list-style-type: none"> • http://olympiawa.gov/city-services/police-department.aspx • http://olympiawa.gov/city-services/fire-department.aspx <p>A briefing by the Police and Fire Departments regarding public safety in Olympia</p> <p>Deliverable: None</p>	1 hour	OPD: 1 hour OFD: 1 hour	To be determined	Included in base budget	Informational Briefing	Planning Commission
<p>3.14 Emergency Management Briefing</p> <ul style="list-style-type: none"> • http://olympiawa.gov/news-and-faq-s/disasters-and-emergency-information.aspx <p>A briefing about the City's Emergency Management Plan and procedures</p> <p>Deliverable: None</p>	1 hour	CP&D: 1 hour	To be determined	Included in base budget	Informational Briefing	Planning Commission

Utility Advisory Committee (UAC)
April 2017 - March 2018 Workplan

SECTION 1. Recommendations to City Council Unless otherwise noted, there is sufficient professional and administrative staff time to accomplish the items in Section #1 in 2017-2018. Items c. and d. within this section are routine in nature and come before the UAC every year. Estimated percent of overall committee effort for this section: 40%. UAC Staff Liaison: Andy Haub				
Title/Description	Estimated Committee Time	Staff Lead	Month	Potential Budget Implications
1. a. Capital Facilities Plan (CFP) Review Draft 2018-2023 CFP in regards to utility capital project priorities, consistency with approved master plans and appropriate funding levels. Deliverable: Recommendations to the Planning Commission and City Council.	60 minutes	Eric Christensen/Andy Haub	May 2017	Incorporate Drinking Water, Wastewater and Storm and Surface Water capital projects into 2018 budget and utility rates as appropriate.
1. b. Waste ReSources Rate Evaluation Review current rates and evaluate their distribution between various services. Deliverable: Recommendation to City Council.	45 minutes	Dan Daniels	June 2017	Integrate results into the 2018 Waste ReSources budget and utility rates.
1. c. LOTT Rates & Finances * Review financial structures and rate proposals for LOTT wastewater treatment services. Deliverable: Recommendation to City Council.	60 minutes	LOTT staff/Andy Haub	June 2017	Incorporate into 2018 budget and rate review.
1. d. Storm and Surface Water Plan Update Review and comment on the draft Storm & Surface Water Plan update. Deliverable: Recommendation to Council.	60 minutes	Susan Clark	September 2017	Guide future program and funding emphasis.
1. e. Utility Budgets, Rates & GFCs Review staff's 2018 recommendations for the four utility budgets, rates and general facilities charges. Deliverable: Recommendation to City Council	60 minutes	Andy Haub/Dan Daniels	September 2017	Incorporate financial discussions into 2018 budgets, rates and general facility charges recommendations.
1. f. Commercial Recycling Program Review staff recommendations for potential program changes. Deliverable: Recommendation to Council.	60 minutes	Dan Daniels	October 2017	Identify and integrate into the Waste ReSources rates.

Utility Advisory Committee (UAC)
April 2017 - March 2018 Workplan

SECTION 2. Program Implementation and/or Input to Staff

As programs are implemented and policies developed, staff often consults with committees for their input and perspective. This work is secondary to the primary committee purpose of policy recommendation advice to the City Council.

Unless otherwise noted, there is sufficient staff time/resource available to accomplish or advance these items.

Estimated Percent of Overall Committee Effort for this section: 60%

Title/Description	Estimated Committee Time	Staff Lead	Month	Potential Budget Implications
<p>2. a. Sea Level Rise Planning Update on the sea level rise response planning project with focus on scope of work and public process.</p> <p>Deliverable: Briefing</p>	60 minutes	Eric Christensen/Andy Haub	April 2017	None at this time. Continuing discussion and input to staff.
<p>2. b. Storm & Surface Water Financial Incentives Review potential approaches for incentivizing storm and surface water requirements and voluntary actions.</p> <p>Deliverable: Briefing. Future recommendation to Council.</p>	60 minutes	Eric Christensen	April 2017	None at this time. Continue discussion to draft Plan recommendations in September as well as 2018 budget and rate process.
<p>2. c. Storm & Surface Water Plan Update Review and comment on scope and goals of the Storm and Surface Water Plan.</p> <p>Deliverable: Briefing</p>	60 minutes	Susan Clark	May 2017	None at this time. Continue discussion to draft Plan recommendations in September.
<p>2. d. LOTT Rates and Finances Review rates and finances for LOTT's wastewater treatment services.</p> <p>Deliverable: Briefing</p>	60 minutes	LOTT staff/Andy Haub	May 2017	None at this time. Continue discussion in 2018 budget and rate process in September.
<p>2. e. Utility Budgets, Rates & GFCs Review staff's 2018 recommendations for the four utility budgets, rates and general facilities charges (GFCs).</p> <p>Deliverable: Briefing</p>	45 minutes	Andy Haub/Dan Daniels	June 2017	None at this time. Continue discussion in September.

Utility Advisory Committee (UAC)
 April 2017 - March 2018 Workplan

SECTION 2. CONTINUED				
Title/Description	Committee Commitment	Staff Commitment	Month Scheduled	Budget Implications
2. f. Sea Level Rise Planning Update on the sea level rise response planning project with focus on risk and vulnerability assessments. Deliverable: Briefing	60 minutes	Eric Christensen/Andy Haub	September 2017	None at this time. Continuing discussion and input to staff.
2. g. Climate Change Mitigation Planning Review progress on Citywide work effort. Deliverable: Briefing	30 minutes	TBD	October 2017	None at this time.
2. h. City Action Plan - Utilities Review City Action Plan as it relates to utilities. Deliverable: Briefing	45 minutes	Stacey Ray, Community Planning and Development	November 2017	None at this time.
2. f. Sea Level Rise Planning Update on the sea level rise response planning project with focus on risk and vulnerability assessments. Deliverable: Briefing	60 minutes	Eric Christensen/Andy Haub	September 2017	None at this time. Continuing discussion and input to staff.
2. g. Climate Change Mitigation Planning Review progress on Citywide work effort. Deliverable: Briefing	30 minutes	TBD	October 2017	None at this time.
2. h. City Action Plan - Utilities Review City Action Plan as it relates to utilities. Deliverable: Briefing	45 minutes	Stacey Ray, Community Planning and Development	November 2017	None at this time.
2. i. Onsite Septic & STEP System Programs Update on onsite septic system conversion and STEP management program. Deliverable: Briefing. Potential future recommendations to Council.	45 minutes	Diane Utter	November 2017	None at this time.

Utility Advisory Committee (UAC)
 April 2017 - March 2018 Workplan

SECTION 2. CONTINUED				
Title/Description	Committee Commitment	Staff Commitment	Month Scheduled	Budget Implications
2. j. UAC Workplan Development Develop the 2017-2018 UAC workplan. Deliverable: Develop a draft workplan.	30 minutes	Andy Haub	December 2017	None
2. k. Approve UAC Workplan & Officer Elections Finalize and approve the 2018-2019 UAC workplan. Deliverable: Approve workplan and forward to Council's General Government Committee. Elect UAC officers.	30 minutes	Andy Haub	February 2018	None
2. l. Wastewater Plan Update Review draft goals and strategies of the update to the City's Wastewater Management Plan. Deliverable: Briefing	45 minutes	Susan Clark	February 2018	None
2. m. Sea Level Rise Planning Update on the sea level rise response planning project. Deliverable: Briefing	60 minutes	Eric Christensen/Andy Haub	February 2018	Identified during the project.
2. n. NPDES Annual Report Annual review of the City's Phase II National Pollutant Discharge Elimination System (NPDES) Annual Report. This is part of the required public process review. Deliverable: Briefing	30 minutes	Jeremy Graham	March 2018	None



City Council

Approval of Ordinance Amending Wastewater Regulations for Side Sewer Ownership

Agenda Date: 3/28/2017
Agenda Item Number: 4.D
File Number: 17-0147

Type: ordinance **Version:** 2 **Status:** 2d Reading-Consent

Title

Approval of Ordinance Amending Wastewater Regulations for Side Sewer Ownership

Recommended Action

Committee Recommendation:

The Land Use and Environment Committee and Utilities Advisory Committee recommend approval of the ordinance amending Wastewater Regulations for Side Sewer ownership.

City Manager Recommendation:

Move to approve the ordinance amending Wastewater Regulations for Side Sewer ownership on second reading.

Report

Issue:

Whether to adopt the ordinance amending Wastewater Regulations for Side Sewer ownership which amends Olympia Municipal Code 13.08.

Staff Contact:

Diane Utter, P.E., Water Resources Engineer, 360.753.8562

Presenter(s):

Diane Utter, P.E., Water Resources Engineer

Background and Analysis:

Background and analysis has not changed from first to second reading.

The Olympia Municipal Code (OMC) 13.08.040 states:

... The property owner is responsible for all costs and expense incidental to the installation, connection and maintenance of a side sewer, including that portion within the city right-of-way or utility easement. The City shall not be liable for any damages or costs incurred by reason of blockage or deterioration of a side sewer, up to and including its connection with the public sewer main.

This regulation has sometimes been problematic for the City. The average side sewer is 40 years old

with some as old as 100 years. Many side sewers are deep and run under public streets and cross property lines. This makes it difficult and expensive to maintain and repair. Repairs often take many months or even years to complete due to disputes with property owners. Disagreements are common about what caused a break, exactly where the break is located, and who is required to make the repair and pay for it. Staff has spent extensive time following up with property owners to make sure needed repairs were made. More than once, the situation has resulted in a lawsuit between citizens and the City.

If breaks in side sewers do not get repaired quickly, they can cause a number of public health and safety problems. For example, side sewers have caused sink holes and sewer leaks. Also, working in the right-of-way is often difficult and hazardous.

The utility is proposing changing the regulation to address the issue of side sewer ownership and maintenance responsibilities. Staff researched the policies of other agencies in the Puget Sound region. The research showed that the City's current policy is the most common, but others exist. The City of Tumwater, for example, owns side sewers in the right-of-way if a cleanout exists at the property line. A cleanout is a pipe from the surface down to the sewer for inspection and cleaning. Staff recommends adopting a similar ordinance. Olympia Legal staff verified changing our current ownership policy is a legal option. The public benefits of changing the regulation are:

- City assets are protected (pavement, sewer mains and other utilities);
- Public and environmental health are protected (reduced sewer releases through expedient repairs); and
- Public safety is improved (safe excavations and expedient repair of sink holes).

Neighborhood/Community Interests (if known):

The amendment balances the needs of the utility and community. It more equitably spreads the cost of side sewer repairs between property owners and the wastewater utility. Staff briefed the Utility Advisory Committee (UAC) and the Land Use and Environment Committee (LUEC) about the proposed change. Both committees recommend City Council adopt the ordinance.

Options:

1. Move to adopt the Ordinance amending OMC 13.08. This allows the utility to better meet environmental and public safety goals.
2. Move to adopt the Ordinance amending OMC 13.08 with modifications. This allows the utility to better meet environmental and public safety goals which will include modifications proposed by Council.
3. Move to not adopt the Ordinance amending OMC 13.08. This allows the current ownership and maintenance of side sewers to remain in place. There will continue to be disputes between property owners and the utility.

Financial Impact:

Staff anticipates added maintenance costs. Changes will initially increase sewer pipe infrastructure by approximately 6 percent. Staff proposes increasing the spot repairs project in the Capital Facilities Plan by \$25,000, approximately 6 percent, to account for the additional pipe. The spot repair budget would be adjusted up or down after more experience with the new policy. City crews will complete

many of the repairs under existing budgets.

The number of repairs will likely be small. Based on recent permit records of repairs in the public right-of-way, there were seven known issues between 2010 and 2015. We can estimate 1-2 repairs per year, based on permit records.

Changing the regulation will save staff considerable time due to decreased disputes with property owners. This savings will free up staff to work on other utility priorities.

Attachments:

Ordinance

UAC Letter

Side Sewer Sketch

Ordinance No. _____

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, RELATING TO WASTEWATER; AMENDING SECTIONS 13.08.010 AND 13.08.040 OF THE OLYMPIA MUNICIPAL CODE

WHEREAS, side sewer ownership and maintenance are currently the responsibility of the property owner served by sewer; and

WHEREAS, repairs of side sewers occurring under roadways are costly and difficult; and

WHEREAS, timely, competent repairs of side sewers occurring in the right-of-way is important to public safety; and

WHEREAS, timely, competent repairs of side sewers occurring in the right-of-way is important to public and environmental health; and

WHEREAS, the wastewater utility seeks to protect its assets from substandard repairs; and

WHEREAS, for the drinking water and stormwater utilities, ownership of infrastructure changes at the right-of-way line; and

WHEREAS, the proposed regulation changes were presented to the Utility Advisory Committee (UAC in October 2016); and

WHEREAS, the UAC recommended that the proposed regulation changes be forwarded to the City Council for consideration; and

WHEREAS, the proposed regulation changes were presented to the Land Use and Environment Committee (LUEC in December 2016); and

WHEREAS, the LUEC recommended that the proposed regulation changes be forwarded to the City Council for approval; and

WHEREAS, the City Council determines it to be in the best interest of the City of Olympia to amend the current wastewater regulations regarding ownership and maintenance of side sewers;

NOW, THEREFORE, THE OLYMPIA CITY COUNCIL ORDAINS AS FOLLOWS:

Section 1. Amendment of OMC 13.08.010. Olympia Municipal Code 13.08.010 is hereby amended to read as follows:

13.08.010 Definitions

For the purpose of this Article:

A. "Building sewer" means the same as "side sewer" and "service lateral".

B. "City Engineer" shall mean the City Engineer of the City of Olympia, or his/her designee, who has the duty and authority to enforce the codes and standards adopted by the City Council,

as they relate to the development and operation of the City's infrastructure by private development, including other governmental agencies, and City projects.

C. "Domestic user" shall mean any person who contributes, causes, or allows the contribution of wastewater into the POTW that is of a similar volume and/or chemical make-up as that of a residential dwelling unit. Discharges from a residential dwelling unit include flows with up to 300 mg/l of Biological Oxygen Demand and 300 mg/l of Total Suspended Solids.

D. "Downtown Deferred General Facility Charge Payment Option Area" shall mean all properties located within the area bounded by: Budd Inlet to the north; Budd Inlet and Capitol Lake on the west; Sid Snyder Avenue extending between Capitol Lake and Capitol Way, and 14th Avenue extending to Interstate 5 on the south; Interstate 5 on the southeast; Eastside Street on the east, and Olympia Avenue extending to Budd Inlet on the north.

E. "Gravity sewer system" shall mean that portion of the public sewer in which wastewater flows through pipes by means of gravity and the sewer lift stations and force mains that connect the gravity pipes in the system. S.T.E.P. and grinder pump systems, and associated low pressure mains, are not part of the gravity sewer system.

F. "Grinder pump system" shall mean a facility consisting of a holding tank, grinder pump, and pressure piping system for conveying wastewater liquid and solids into the sewer system.

G. "Industrial user" shall mean any Person with a source of discharge which does not qualify that person as a Domestic User who discharges an effluent into the POTW by means of pipes, conduits, pumping stations, force mains, tank trucks, constructed drainage ditches, intercepting ditches, and any constructed devices and appliances appurtenant thereto.

H. "Onsite sewage system" shall mean a wastewater system consisting of a tank for settling and digesting wastewater solids that disposes of effluent on the same property that produces the wastewater. This type of system is commonly called a septic system.

I. "Person" shall mean natural persons of either sex, associations, copartnerships and corporations, whether acting by themselves or by a servant, agent, or employee. The singular number includes the plural, and the masculine pronoun includes the feminine.

J. "Premises" shall mean a continuous tract of land, building or group of adjacent buildings under a single control with respect to connection to City sewer and responsibility for payment of fees and rates thereof. Subdivisions of such use or responsibility shall constitute a division into separate premises as defined in this section.

K. "Publicly Owned Treatment Works or POTW" shall mean a treatment works, as defined by Section 212 of the Federal Water Pollution Control Act, also known as the Clean Water Act (33 U.S.C. Section 1292). This definition includes any devices or systems used in the collection, storage, treatment, recycling, and reclamation of sewage or industrial wastes of a liquid nature and any conveyances, including sanitary sewer and storm sewer collection systems, which convey wastewater to a treatment plant.

L. "Public combined sewer" shall mean that portion of the public sewer system (~~excluding side sewers~~) intended to collect both sanitary sewage and stormwater in a single sewer system and located within public rights-of-way or easements and operated and maintained by the City.

M. "Public sewer" shall mean that portion of the wastewater system (~~excluding side sewers~~) located within public rights-of-way or easements and operated and maintained by the City.

N. "Septic tank effluent pumping or S.T.E.P. system" shall mean a facility consisting of a tank or tanks for settling and digesting wastewater solids and a pressure piping system for conveying the supernatant liquid into the sewer system. Most of the wastewater solids remain in the S.T.E.P. tank and are removed periodically.

O. "Side sewer" shall mean that portion of the sewer beginning outside the outer foundation wall of a structure and extending to ~~and including~~ the connection to the public sewer main, or to the S.T.E.P. tank or to the grinder system service connection. Also referred to as a building sewer or a service lateral.

Section 2. Amendment of OMC 13.08.040. Olympia Municipal Code 13.08.040 is hereby amended to read as follows:

13.08.040 Side Sewer Installation and Maintenance

A. All connections to the public sewer shall be made in a permanent and sanitary manner, subject to the approval of the City Engineer and in accordance with the public works standard specifications, engineering design and development standards and uniform plumbing code of the City. The property owner is responsible for all costs and expense incidental to the installation, connection and maintenance of a side sewer, except as noted in sections B and C, including that portion within the city right of way or utility easement. The City shall not be liable for any damages or costs incurred by reason of blockage or deterioration of a side sewer, up to and including its connection with the public sewer main.

B. City ownership of a gravity side sewer shall be from the sewer main to the property line or easement boundary, if a cleanout exists at this point. The property owner shall own the side sewer from the premises to the cleanout at the property line or easement boundary. The property owner shall be responsible for installing and maintaining the cleanout so it is accessible to the City.

If no cleanout exists at the property line or easement boundary, the property owner shall own the side sewer from the premises to the sewer main, until the property owner installs a cleanout at the property line or easement boundary. The connection between the side sewer and the main shall be owned and maintained by the City.

City ownership of a grinder side sewer shall be between the main and the service connection. All other elements of the grinder pump system, including but not limited to, the valves, pumps and pressurized service line between the grinder pump and the service connection shall be owned and maintained by the property owner.

City ownership of S.T.E.P. side sewers shall be according to the bill of sale.

C. Regardless of ownership, the property owner shall be responsible for the removal of blockages in side sewers between the premises and the city main, including tree roots, dirt, debris, broken pieces of pipe, fats, oils, and grease, or other identifiable obstruction, if the cause of the damage or blockage originated

from the private property. The City shall not be liable for any damages or costs incurred by reason of blockage or damage to the side sewer, if the cause of the damage or blockage originated from the private property.

Section 3. Severability. If any provision of this Ordinance or its application to any person or circumstance is held invalid, the remainder of the Ordinance or application of the provisions to other persons or circumstances shall remain unaffected.

Section 4. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

Section 5. Effective Date. This Ordinance shall take effect five (5) days after publication, as provided by law.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



CITY ATTORNEY (SCA)

PASSED:

APPROVED:

PUBLISHED:



December 1, 2016

Olympia City Council
PO Box 1967
Olympia, WA 98507-1967

Dear Councilmembers:

SUBJECT: Wastewater Municipal Code Changes

This letter provides recommendations from the City's Utility Advisory Committee (UAC) to City Council regarding proposed wastewater municipal code changes covering three topics:

- Changes to the Septic to Sewer program to encourage more connections
- Side sewer ownership and maintenance
- Septic tank effluent pumping (S.T.E.P.) system permitting

Septic to Sewer Program

The 2013 Wastewater Plan recommends changes to the Septic to Sewer program to make connection to sewer accessible to more property owners. The changes proposed are summarized below:

- Fund a limited number of small-scale sewer extensions to assist connecting residents (current allocation is \$341,000/year). Partial reimbursement (less than \$10,000 per property) to the City would be required, potentially over time. The repayment mechanism would be simpler than the one created in 2008.
- Allow for the payment of City General Facility Charges (GFC) for onsite septic system conversions over time rather than as a lump sum payment at the time of connection.
- Allow new property owners to qualify for a GFC waiver if they connect to sewer within two years of purchasing the property.

Staff will analyze the financial implications of the proposed changes and will include the following considerations:

- City funding for a number of small-scale sewer extension projects to assist residents in converting from onsite septic systems to public sewer. The current allocation in the Capital Facilities Plan is \$341,000; some of which will be reimbursed by connecting customers.
- Financing of the City GFC over time rather than as a lump sum, only for properties converting from onsite septic systems to public sewer. This will result in revenue being delayed and an appropriate fee or interest rate charged to compensate the utility.

Side Sewer Ownership and Maintenance

Staff outlined a proposal to change the ownership and maintenance responsibilities for side sewers. The proposal aligns the ownership of wastewater side sewers more closely with the

drinking water and stormwater utilities. Failing side sewers have caused unsafe conditions including sinkholes, sewage releases and unstable repair excavations. The goal is to see that repairs under roadways are completed in a safe and timely manner with protection of the City's assets as a priority.

The financial implications of the proposed changes have been analyzed and are still an estimate. Changes will initially increase sewer pipe infrastructure by approximately six percent. Existing funding in the capital facilities plan for sewer repairs will be increased by approximately six percent to account for the change in policy.

S.T.E.P. System Permitting

The 2013 Wastewater Plan also recommends considering changes to the restrictions regarding S.T.E.P. systems. Staff is considering reducing restrictions on S.T.E.P. sewer extensions to accommodate short plats only. The goal is to encourage urban growth densities in areas where gravity sewer extension is too expensive for small properties to construct.

Staff has analyzed the financial implications of the proposed changes. Currently, approximately 450 properties are eligible to be developed using S.T.E.P. systems. Staff have evaluated subdividable properties (greater than 0.5 acres) potentially served by S.T.E.P. systems and are assuming the proposed change in regulations would result in fewer than 250 additional lots. New S.T.E.P. system infrastructure would be constructed by developers. S.T.E.P. systems do cost approximately 50 percent more to maintain than gravity sewers and would eventually need to be factored into the Wastewater Utility Operating Budget and rates as properties develop. Operations staff considers the additional S.T.E.P. systems manageable.

Recommendations to City Council

The UAC supports the changes to the municipal code regarding the Septic to Sewer program, side sewer ownership and maintenance, and S.T.E.P. system permitting as outlined by staff to the UAC on October 6, 2016. We recommend that the City pursue getting LOTT to consider similar financial incentives for converting Septic to Sewer programs, including GFC waivers and other grants, and that the City explore the possibility of LOTT's establishing a revolving fund or some similar method to help residents finance the cost of these conversions. At this point there's still some uncertainty about what these proposals will actually cost, but once staff has refined the proposed regulatory changes, we encourage the City Council to move forward on these issues.

Thank you for the opportunity to comment. Please let me know if you have any questions.

Sincerely,



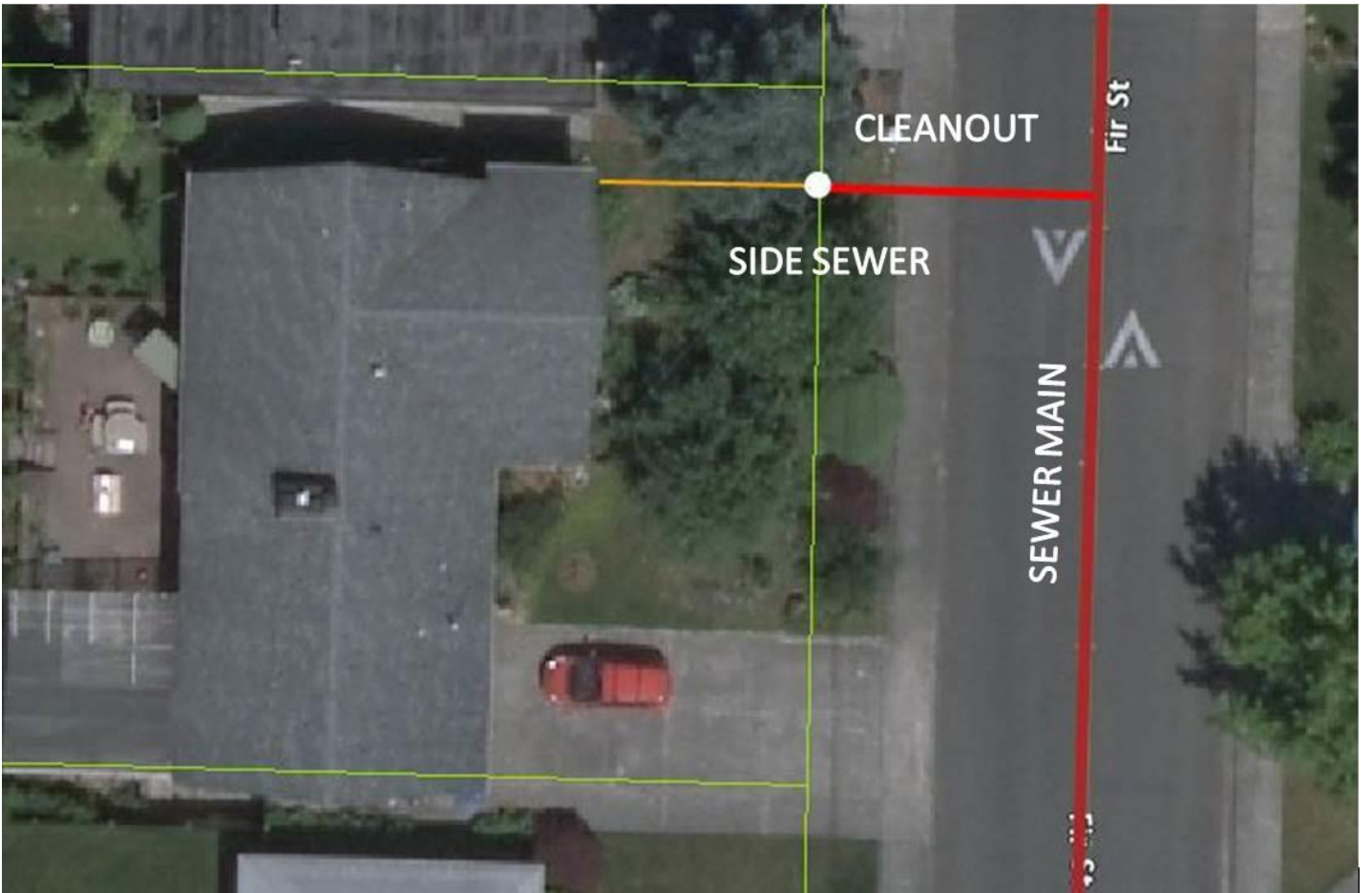
THAD CURTZ

Chair

Utility Advisory Committee

TC/lm

Side Sewer Sketch





City Council

Approval of an Ordinance Authorizing Acceptance of the Morgan Land Donation

Agenda Date: 4/4/2017
Agenda Item Number: 4.E
File Number: 17-0315

Type: ordinance **Version:** 2 **Status:** 2d Reading-Consent

Title

Approval of an Ordinance Authorizing Acceptance of the Morgan Land Donation

Recommended Action

Committee Recommendation:

The Parks and Recreation Advisory Committee (PRAC) recommends that City Council accept the Morgan property donation.

City Manager Recommendation:

Move to approve on second reading an ordinance accepting the Morgan property donation.

Report

Issue:

Whether to accept a property donation from Mrs. Judy Morgan.

Staff Contact:

Laura Keehan, Planning and Design Manager, Olympia Parks, Arts and Recreation, 360.570.5855

Presenter(s):

None - Consent Calendar Item

Background and Analysis:

Background and analysis has not changed from first to second reading.

Olympia Parks, Arts and Recreation Department (OPARD) received a parcel donation offer from Mrs. Judy Morgan for a 2.57 acre parcel that is bisected by the Olympia Woodland Trail, approximately a quarter mile from the Eastside Trailhead. The property is undeveloped and contains wetland and wooded habitat areas.

This area contains environmentally sensitive habitat, primarily wetlands, and is often impacted by encampment activity. Accepting this donation, along with other donations in this area, would allow OPARD to potentially add additional recreational opportunities along the trail, protect sensitive habitat, and better manage encampments.

There are no terms or conditions attached to this donation.

Neighborhood/Community Interests (if known):

None known

Options:

1. Approve on first reading and pass onto second reading the ordinance accepting the Morgan property donation.
2. Do not approve the ordinance accepting the Morgan property donation.

Financial Impact:

Although the property will be donated, there may be future costs associated with maintenance, and the ownership of the property, including City responsibility for legal liabilities. If the offer of donation is approved by Council, the City of Olympia would receive the donation by quit claim deed, transferring ownership to the City without warranties by the grantor. Legal review of the preliminary title report and update does not reveal title irregularities. The City will be responsible for paying costs associated with title insurance, closing fees, and recording costs to accept this donation.

Attachments:

Ordinance
Form of Quit Claim Deed
Donation Map
Vicinity Map
PRAC Letter of Support

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, ACCEPTING A GIFT AND DONATION OF REAL PROPERTY WITHOUT TERMS OR CONDITIONS

WHEREAS, Judith D. Morgan, the title owner of certain real property consisting of approximately 2.57 acres, more or less, located north of the Olympia Woodland Trail about a quarter mile from the Eastside Trailhead within the City of Olympia, has offered to donate, gift and convey her real property to the City of Olympia without any terms or conditions; and

WHEREAS, the Morgan property consists of undeveloped, environmentally sensitive wetland and wooded habitat areas that would benefit from management by the Olympia Parks Arts and Recreation Department (OPARD) due to its proximity to the Olympia Woodland Trail, including better management of encampments that may occur upon said property; and

WHEREAS, the Morgan real property is situated in the City of Olympia, Thurston County, State of Washington, and is legally described as follows:

The south half of Block 10 of Ayers Addition to Olympia, as recorded in Volume 2 of Plats, page 67A; together with that part of vacated west 10 feet of street adjoining said property on the east; excepting therefrom right of way of northern pacific railway company.

Subject to all easements, reservations and restrictions of record.

WHEREAS, the Olympia City Council has considered the recommendation of the Parks and Recreation Advisory Committee (PRAC), in addition to the recommendation of the Olympia Parks Arts and Recreation Department (OPARD), to accept the real property donation from Judith D. Morgan; and

WHEREAS, the Olympia City Council finds this gift and donation of real property by Judith D. Morgan is in the public interest and serves the public welfare;

NOW, THEREFORE, THE OLYMPIA CITY COUNCIL ORDAINS AS FOLLOWS:

Section 1. Acceptance of Donation. As recommended by the Parks and Recreation Advisory Committee (PRAC) and the Olympia Parks Arts and Recreation Department (OPARD), the Olympia City Council, pursuant to RCW 35.21.100, hereby accepts the gift and donation of real property from Judith D. Morgan as hereinabove legally described.

Section 2. Terms and Conditions. The gift and donation is without terms or conditions attached to it, and the City of Olympia may expend or use said gift and donation for any municipal purpose as stated in RCW 35.21.100.

Section 3. Conveyance. The donor, Judith D. Morgan, shall convey said gift and donation of real property to the City of Olympia by quit claim deed without any statutory warranties. Said gift and donation shall not be deemed complete until the deed is recorded with the Thurston County Auditor.

Section 4. Authorization. The City Manager is authorized to acknowledge and accept the quit claim deed on behalf of the City of Olympia.

Section 5. Effective Date. The effective date of this Ordinance shall be five (5) days after publication, as provided by law.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:

FORM OF
QUIT CLAIM DEED

After recording return document to:
City of Olympia
Attention: Legal Department
P.O. Box 1967
Olympia, WA 98507-1967

Document Title: Quit Claim Deed
Grantor: Judith D. Morgan, as her separate estate
Grantee: City of Olympia, a Washington municipal corporation
Legal Description: S ½ BLK 10 AYERS ADD
Assessor's Tax Parcel Number: 3270-10-00003

QUIT CLAIM DEED

The Grantor, **JUDITH D. MORGAN**, as her separate estate, hereby donates, gifts, conveys, releases and quit claims to the Grantee, **CITY OF OLYMPIA**, a Washington municipal corporation, without any terms or conditions attached to said donation and gift, the following described real estate situated in the City of Olympia, County of Thurston, State of Washington, legally described as follows:

THE SOUTH HALF OF BLOCK 10 OF AYERS ADDITION TO
OLYMPIA, AS RECORDED IN VOLUME 2 OF PLATS, PAGE 67A;
TOGETHER WITH THAT PART OF VACATED WEST 10 FEET OF
STREET ADJOINING SAID PROPERTY ON THE EAST; EXCEPTING
THEREFROM RIGHT OF WAY OF NORTHERN PACIFIC RAILWAY
COMPANY.

SUBJECT TO ALL EASEMENTS, RESERVATIONS AND
RESTRICTIONS OF RECORD.

It is understood and agreed that delivery of this Deed is hereby tendered and that the terms and obligations hereof shall not become binding upon the **CITY OF OLYMPIA** unless and until accepted and approved hereon in writing for the **CITY OF OLYMPIA**, by the City Manager.

Morgan Donation

Wheeler Ave Wheeler Ave

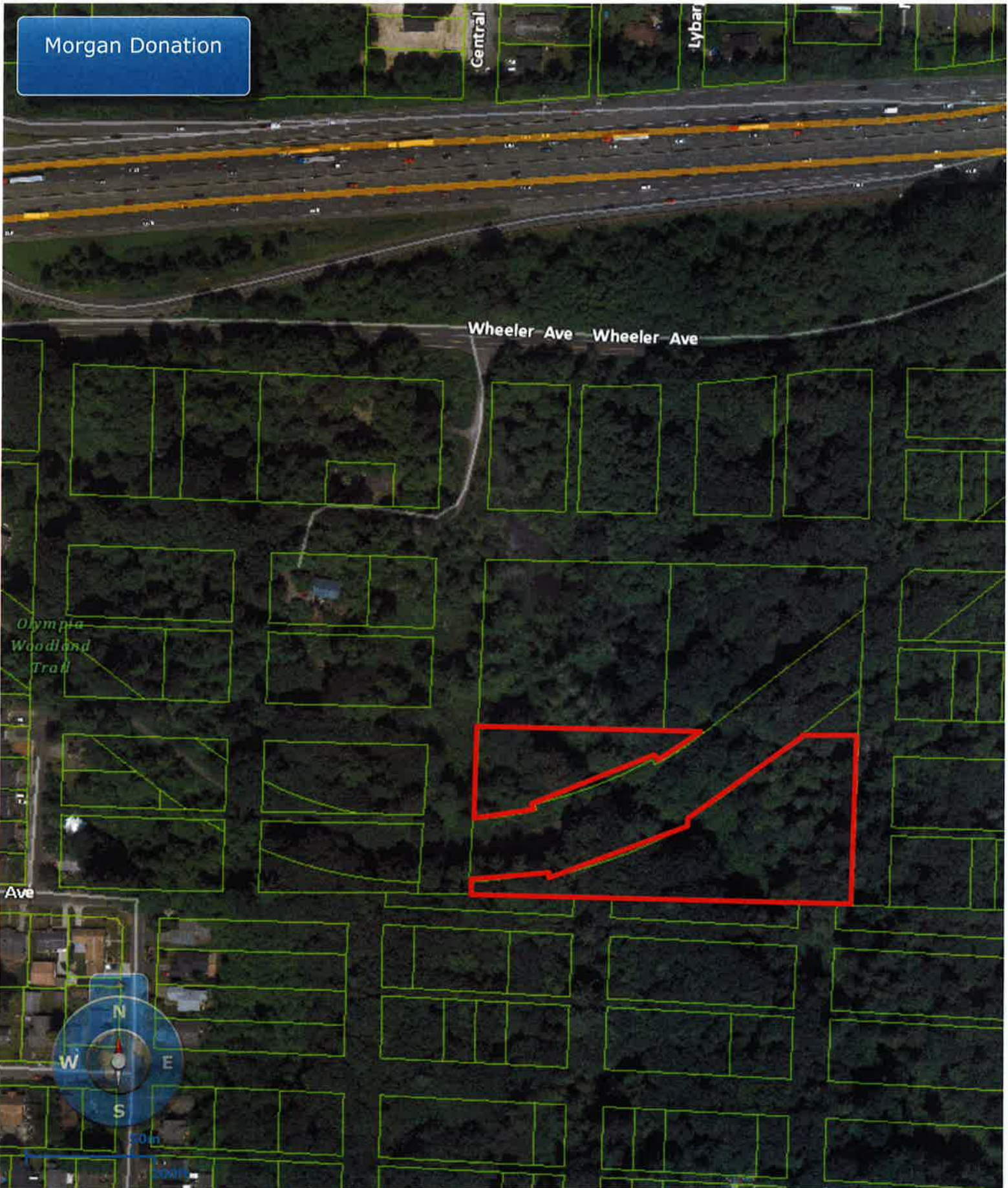
Olympia
Woodland
Trail

Ave



50m

100m



Vicinity Map
Thyssel and Morgan





November 8, 2016

Mayor Cheryl Selby
Olympia City Council
PO Box 1967
Olympia, WA 98507-1967

Dear Mayor Selby:

At our October 20, 2016 meeting, the Parks and Recreation Advisory Committee (PRAC) discussed potential property donations in the area near the Olympia Woodland Trail, particularly the segment of trail from Eastside Street to Boulevard Road.

Olympia Parks, Arts and Recreation (OPARD) recently received a parcel donation offer from Mr. David Thysell for a two acre parcel just north of the trail approximately a quarter mile from the Eastside Trailhead. The property is undeveloped and contains wetland and wooded habitat areas. The Thysell parcel is located near a number of undeveloped parcels that are owned by Thurston County. Thurston County owns these vacant parcels because the owners stopped paying the property taxes. The County is willing to transfer the parcels to the City in exchange for the City's payment of the back taxes owed on the parcels, approximately \$28,000.

PRAC discussed the benefits and drawbacks of OPARD acquiring the parcels in this area. Although this area is often impacted by encampment activity, it contains environmentally sensitive habitat, primarily wetlands, and would allow opportunities for OPARD to expand public access and use of the trail. Safety could also be better managed if the area was under City ownership. For these reasons PRAC members voted unanimously to recommend that the City Council accept the Thysell property donation, and that the City pursue other private property donations in the areas, as well as the Thurston County owned parcels.

Please let me know if you have any questions. I can be reached at (360) 431-4581 or jnieland@ci.olympia.wa.us.

Sincerely,

Jim Nieland, Chair
Parks and Recreation Advisory Committee



City Council

Approval of an Ordinance Authorizing Acceptance of the Thysell Land Donation

Agenda Date: 4/4/2017
Agenda Item Number: 4.F
File Number: 17-0317

Type: ordinance **Version:** 2 **Status:** 2d Reading-Consent

Title

Approval of an Ordinance Authorizing Acceptance of the Thysell Land Donation

Recommended Action

Committee Recommendation:

The Parks and Recreation Advisory Committee (PRAC) recommends that City Council accept the Thysell property donation.

City Manager Recommendation:

Move to approve on second reading an ordinance accepting the Thysell property donation.

Report

Issue:

Whether to accept a property donation from Mr. David Thysell.

Staff Contact:

Laura Keehan, Planning and Design Manager, Olympia Parks, Arts and Recreation, 360.570.5855

Presenter(s):

None - Consent Calendar Item

Background and Analysis:

Background and analysis has not changed from first to second reading.

Olympia Parks, Arts and Recreation Department (OPARD) received a parcel donation offer from Mr. David Thysell for a 1.86 acre parcel just north of the Olympia Woodland Trail, approximately a quarter mile from the Eastside Trailhead. The property is undeveloped and contains wetland and wooded habitat areas.

This area contains environmentally sensitive habitat, primarily wetlands, and is often impacted by encampment activity. Accepting this donation, along with other donations in this area, would allow OPARD to potentially add additional recreational opportunities along the trail, protect sensitive habitat, and better manage encampments.

There are no terms or conditions attached to this donation.

Neighborhood/Community Interests (if known):

None known

Options:

1. Approve on first reading and pass onto second reading the ordinance accepting the Thysell property donation.
2. Do not approve the ordinance accepting the Thysell property donation.

Financial Impact:

Although the property will be donated, there may be future costs associated with maintenance and the ownership of the property, including City responsibility for legal liabilities. If the offer of donation is approved by Council, the City of Olympia would receive the donation by quit claim deed, transferring ownership to the City without warranties by the grantor. Legal review of the preliminary title report and update does not reveal title irregularities. The City will be responsible for paying costs associated with title insurance, closing fees, and recording costs to accept this donation.

Attachments:

Ordinance
Form of Quit Claim Deed
Donation Map
Vicinity Map
PRAC letter

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, ACCEPTING A GIFT AND DONATION OF REAL PROPERTY WITHOUT TERMS OR CONDITIONS

WHEREAS, David Thysell, the title owner of certain real property consisting of approximately 1.86 acres, more or less, located north of the Olympia Woodland Trail about a quarter mile from the Eastside Trailhead within the City of Olympia, has offered to donate, gift and convey his real property to the City of Olympia without any terms or conditions; and

WHEREAS, the Thysell property consists of undeveloped, environmentally sensitive wetland and wooded habitat areas that would benefit from management by the Olympia Parks Arts and Recreation Department (OPARD) due to its proximity to the Olympia Woodland Trail, including better management of encampments that may occur upon said property; and

WHEREAS, the Thysell real property is situated in the City of Olympia, Thurston County, State of Washington, and is legally described as follows:

The northwest quarter of Block 10 of Ayers Addition to the City of Olympia, as recorded in Volume 2 of Plats, Page 67A; excepting therefrom right of way of Northern Pacific Railway Company.

Subject to all easements, reservations and restrictions of record.

WHEREAS, the Olympia City Council has considered the recommendation of the Parks and Recreation Advisory Committee (PRAC), in addition to the recommendation of the Olympia Parks Arts and Recreation Department (OPARD), to accept the real property donation from David Thysell; and

WHEREAS, the Olympia City Council finds this gift and donation of real property by David Thysell is in the public interest and serves the public welfare;

NOW, THEREFORE, THE OLYMPIA CITY COUNCIL ORDAINS AS FOLLOWS:

Section 1. Acceptance of Donation. As recommended by the Parks and Recreation Advisory Committee (PRAC) and the Olympia Parks Arts and Recreation Department (OPARD), the Olympia City Council, pursuant to RCW 35.21.100, hereby accepts the gift and donation of real property from David Thysell as hereinabove legally described.

Section 2. Terms and Conditions. The gift and donation is without terms or conditions attached to it, and the City of Olympia may expend or use said gift and donation for any municipal purpose as stated in RCW 35.21.100.

Section 3. Conveyance. The donor, David Thysell, shall convey said gift and donation of real property to the City of Olympia by quit claim deed without any statutory warranties. Said gift and donation shall not be deemed complete until the deed is recorded with the Thurston County Auditor.

Section 4. Authorization. The City Manager is authorized to acknowledge and accept the quit claim deed on behalf of the City of Olympia.

Section 5. Effective Date. The effective date of this Ordinance shall be five (5) days after publication, as provided by law.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:

FORM OF
QUIT CLAIM DEED

After recording return document to:
City of Olympia
Attention: Legal Department
P.O. Box 1967
Olympia, WA 98507-1967

Document Title: Quit Claim Deed
Grantor: David Thysell, as his separate estate
Grantee: City of Olympia, a Washington municipal corporation
Legal Description: NW ¼ BLK 10 AYERS ADD
Assessor's Tax Parcel Number: 3270-10-00002

QUIT CLAIM DEED

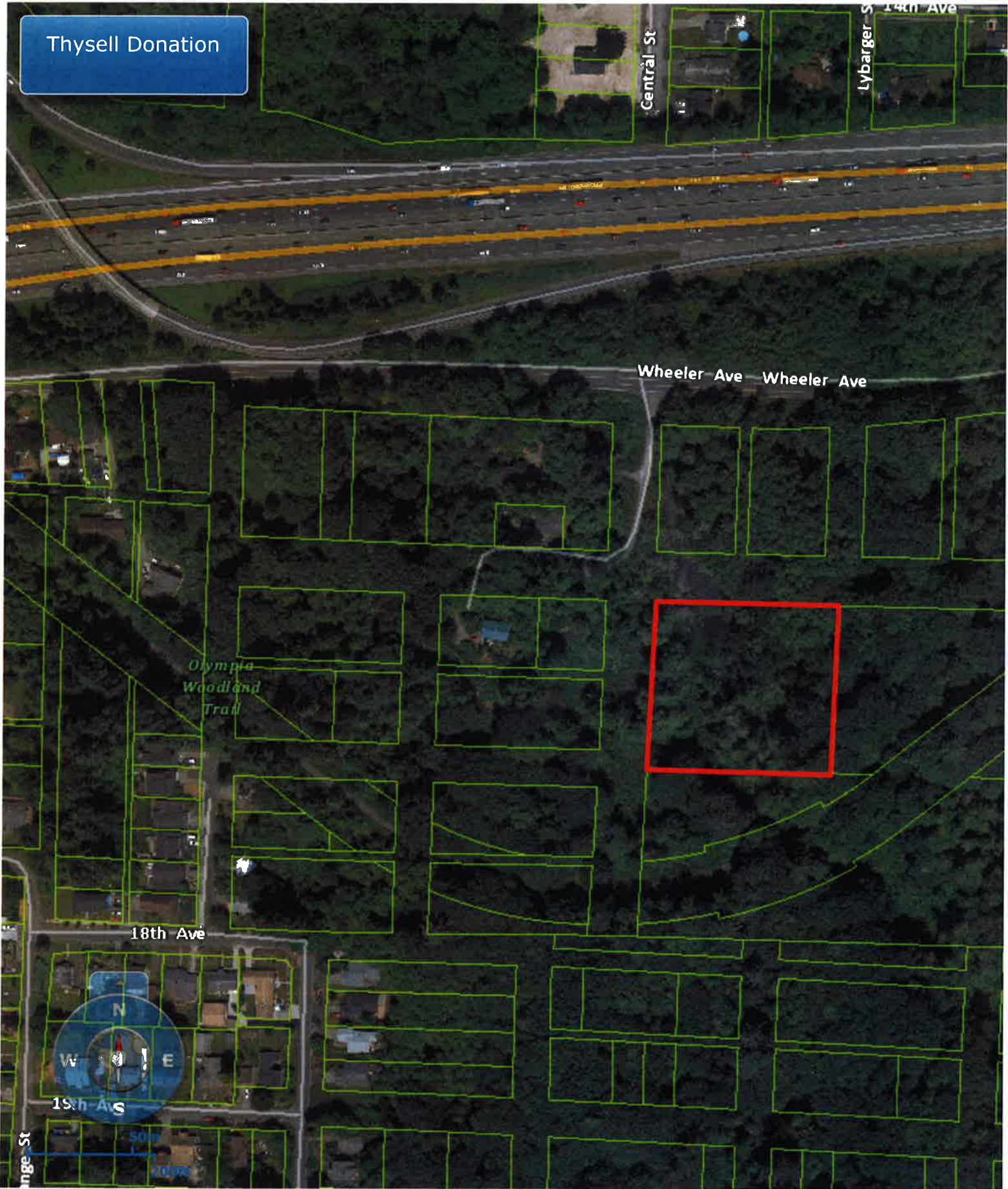
The Grantor, **DAVID THYSELL**, as his separate estate, hereby donates, gifts, conveys, releases and quit claims to the Grantee, **CITY OF OLYMPIA**, a Washington municipal corporation, without any terms or conditions attached to said donation and gift, the following described real estate situated in the City of Olympia, County of Thurston, State of Washington, legally described as follows:

THE NORTHWEST QUARTER OF BLOCK 10 OF AYERS ADDITION
TO THE CITY OF OLYMPIA, AS RECORDED IN VOLUME 2 OF
PLATS, PAGE 67A; EXCEPTING THEREFROM RIGHT OF WAY OF
NORTHERN PACIFIC RAILWAY COMPANY.

SUBJECT TO ALL EASEMENTS, RESERVATIONS AND
RESTRICTIONS OF RECORD.

It is understood and agreed that delivery of this Deed is hereby tendered and that the terms and obligations hereof shall not become binding upon the **CITY OF OLYMPIA** unless and until accepted and approved hereon in writing for the **CITY OF OLYMPIA**, by the City Manager.

Thyself Donation



Vicinity Map
Thyssel and Morgan





November 8, 2016

Mayor Cheryl Selby
Olympia City Council
PO Box 1967
Olympia, WA 98507-1967

Dear Mayor Selby:

At our October 20, 2016 meeting, the Parks and Recreation Advisory Committee (PRAC) discussed potential property donations in the area near the Olympia Woodland Trail, particularly the segment of trail from Eastside Street to Boulevard Road.

Olympia Parks, Arts and Recreation (OPARD) recently received a parcel donation offer from Mr. David Thysell for a two acre parcel just north of the trail approximately a quarter mile from the Eastside Trailhead. The property is undeveloped and contains wetland and wooded habitat areas. The Thysell parcel is located near a number of undeveloped parcels that are owned by Thurston County. Thurston County owns these vacant parcels because the owners stopped paying the property taxes. The County is willing to transfer the parcels to the City in exchange for the City's payment of the back taxes owed on the parcels, approximately \$28,000.

PRAC discussed the benefits and drawbacks of OPARD acquiring the parcels in this area. Although this area is often impacted by encampment activity, it contains environmentally sensitive habitat, primarily wetlands, and would allow opportunities for OPARD to expand public access and use of the trail. Safety could also be better managed if the area was under City ownership. For these reasons PRAC members voted unanimously to recommend that the City Council accept the Thysell property donation, and that the City pursue other private property donations in the areas, as well as the Thurston County owned parcels.

Please let me know if you have any questions. I can be reached at (360) 431-4581 or jnieland@ci.olympia.wa.us.

Sincerely,

Jim Nieland, Chair
Parks and Recreation Advisory Committee



City Council

Approval of Amendment to Ordinance 7059 (Operating Budget)

Agenda Date: 4/4/2017
Agenda Item Number: 4.G
File Number: 17-0321

Type: ordinance **Version:** 1 **Status:** 1st Reading-Consent

Title

Approval of Amendment to Ordinance 7059 (Operating Budget)

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve amending Ordinance 7059 on first reading and forward to second reading.

Report

Issue:

Whether to approve the Amendment to Ordinance 7059.

Staff Contact:

Dean Walz, Fiscal Services Director, Administrative Services Department, 360.753.8465

Presenter(s):

None - Consent Calendar Item.

Background and Analysis:

To change the budget the Council must approve a new ordinance amending the budget. Generally, budgetary amendments are made quarterly. On occasion a budget change needs to be made between the quarterly updates and a separate ordinance will come before the council. These ordinances do not officially amend the budget ordinance, but does provide authorization to expend funds. The attached ordinance reflects ordinances which may have been adopted relating to the budget since the last quarterly update, and other proposed changes to the budget.

No separate ordinances were passed since the adoption of ordinance 7059 relating to the Operating Budget.

Budget Items not previously presented to the Council:

- 1) Appropriation of \$90,000 from the Community Development Block Grant and \$26,438 from the

Sewer Collection Utility for funding the Artesian Park restroom. The budget amendments include \$26,438 to be transferred from Wastewater utility to fund the project. The funding from the Community Development Block Grant is within the existing budget of the grant program.

- 2) Appropriation of \$70,201 for additional portable restrooms, funding provided by the Wastewater Utility.
- 3) Appropriation of \$14,540 for emergency management staffing, funded by a grant from FEMA.
- 4) Appropriation of \$19,384 for the shared leave program. This is funded by employee donations, which have not been previously appropriated.
- 5) Appropriation of \$200,000 for information technology improvements to financial systems and \$25,000 for court systems. Funding is from existing resources within the information technology improvement special account not previously appropriated.
- 6) Appropriation of \$21,000 permit revenue for on-going costs related to the new permitting system online portal. Funding provided by development fee revenue.
- 7) Appropriation of \$4,024 for energy projects. Funded from energy rebates.
- 8) Appropriation of \$21,375 for temporary labor to back-fill staffing due to extended leave of personnel in the General Fund. The ordinance also includes an increase of \$21,375 in the Development Fee Revenue Fund to reimburse the General Fund for the additional cost.
- 9) Appropriation of \$25,500 for contracted services for plan review and electrical inspections due to work load in the General Fund. The ordinance also includes an increase of \$25,500 in the Development Fee Revenue Fund to reimburse the General Fund for the additional cost.
- 10) Reduction of \$25,000 budget for the hearings examiner and \$15,000 for contracted plan review services from the General Fund to the Development Fee Revenue Fund and related funding. Based on the recent policy approved by the Council related to funding of development management.

Re-appropriation of \$40,000 within the Development Fee Revenue Fund for the reduction in the General Fund noted above, and \$10,000 for additional contracted services as may be needed. Funding provided by Development Fee revenue.

- 11) Appropriation of \$176,000 for planning and pre-design for use of the Carpenter Road property (previously, the firing range). Funding is from the fund balance of the Waste ReSources Utility in excess of the reserve requirement.
- 12) Appropriation of \$556,500 due to re-configuration of the recycling process of the Waste ReSources Utility. The hauling and processing of recyclables was changed from a single vendor to separate vendors for the two functions. Prior to re-configuration net costs after an offset of the value of recyclables was budgeted. With re-configuration the total cost of hauling and processing will be recognized and the value of recyclables will be recognized. The appropriation is funded by a budget increase in revenue.

- 13) Appropriation of \$54,000 for an additional 0.5 FTE facilities supervisor. Funding is provided by rent for usage of facilities by various departments. The rent to be paid by the departments is within existing budgets of the departments.

Neighborhood/Community Interests (if known):

None known.

Options:

- 1) Approve ordinance amending Ordinance 7059.

- 2) Do not approve the amending ordinance. The budget items not previously presented to the council would not be authorized.

Financial Impact:

Total increase appropriations by \$1,397,275. Funding for these appropriations noted above.

Attachments:

Ordinance

Ordinance No.

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, RELATING TO BUDGETS, FINANCE, AND SALARIES, AND AMENDING ORDINANCE NO. 7059.

WHEREAS, the Olympia City Council passed Ordinance No. 7059 on December 13, 2016; and

WHEREAS, throughout the year, updates are required to recognize changes relating to budgets, finance, and salaries; and

WHEREAS, the following amendments need to be made to Ordinance No. 7059;

NOW, THEREFORE, THE OLYMPIA CITY COUNCIL ORDAINS AS FOLLOWS:

Section 1. 2017 Budget. The budget for the calendar year 2017 is hereby adopted in the amounts and for the purposes as shown below; and the following sums, or so much thereof as shall severally be found necessary, are hereby appropriated out of any of the monies in the several funds in the City Treasury hereinafter named.

FUND	APPROP. FUND BALANCE	ESTIMATED REVENUE	APPROP.	ADDITIONS TO FUND BALANCE
General, Regular Operations	\$113,000 <u>\$107,000</u>	\$71,955,737 <u>\$72,153,590</u>	\$72,068,737 <u>\$72,260,590</u>	\$-
General, Special Sub-Funds				
Special Accounts	333,795 <u>578,179</u>	861,880	1,195,675 <u>1,440,059</u>	-
Development Fee Revenue	- <u>46,875</u>	3,321,530 <u>3,392,530</u>	3,321,530 <u>3,439,405</u>	-
Parking	-	1,530,700	1,395,512	135,188
Post Employment Benefits	1,599,500	1,101,000	2,700,500	-
Washington Center	5,000	349,200	354,200	-
Municipal Arts	900	53,100	54,000	-
Equip & Facilities Reserve	-	1,492,612 <u>1,496,636</u>	1,492,612 <u>1,496,636</u>	-
Total General Fund	2,052,195 <u>2,337,454</u>	80,665,759 <u>80,938,636</u>	82,582,766 <u>83,140,902</u>	135,188
4 th /5 th Avenue Corridor Bridge Loan	20	552,489	552,509	-
UTGO Bond Fund – 2009 Fire	3,480	1,187,851	1,191,331	-
City Hall Debt Fund – 2009	952	2,419,166	2,420,118	-
2010 LTGO Bond – Street Projects	4	436,009	436,013	-
L.O.C.A.L. Debt Fund – 2010	-	178,283	178,281	2
2010B LTGO Bonds - HOCM	-	430,888	430,888	-
2013 LTGO Bond Fund	-	673,875	673,875	-
2016 LTGO Parks BAN	-	115,000	115,000	-
Water Utility O&M	-	13,302,290	13,297,934	4,356
Sewer Utility O&M	- <u>96,639</u>	19,901,896	<u>19,901,896</u> <u>19,998,535</u>	-

Solid Waste Utility	-	11,198,320	10,998,787	199,533
	<u>176,000</u>	<u>11,764,820</u>	<u>11,741,287</u>	
Stormwater Utility	-	5,313,050	5,310,757	2,293
Water/Sewer Bonds	-	2,044,982	2,023,330	21,652
Stormwater Debt Fund	-	123,359	123,359	-
Equipment Rental	-	2,322,434	2,322,434	-
TOTALS	\$2,056,651	\$140,865,651	\$142,559,278	\$363,024
	<u>\$2,614,549</u>	<u>\$141,705,028</u>	<u>\$143,956,553</u>	

Section 2. Administration. The City Manager shall administer the budget, and in doing so may authorize adjustments within the funds set forth in Section 1 above, to the extent that such adjustments are consistent with the budget approved in Section 1.

Section 3. Salaries and Compensation. The salaries and compensation for the City of Olympia employees for the calendar year 2017 shall be as set forth in the "Supplementary Information" section of the 2017 Adopted Operating Budget document, or as the same may be amended by the City Manager as part of his administration of the budget pursuant to Section 2 above.

Section 4. Benefit Cost Sharing. The City Manager is authorized to modify and establish benefit cost sharing for City employees; and such programs may be based, in part, on an employee's start date with the City.

Section 5. Severability. The provisions of this Ordinance are declared separate and severable. If any provision of this Ordinance or its application to any person or circumstances is held invalid, the remainder of this Ordinance or application of the provision to other persons or circumstances shall be unaffected.

Section 6. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

Section 7. Effective Date. This Ordinance shall take effect five (5) days after publication as provided by law.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



DEPUTY CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:



City Council

Approval of Amendment to Ordinance 7057 (Capital Budget)

Agenda Date: 4/4/2017
Agenda Item Number: 4.H
File Number: 17-0323

Type: ordinance **Version:** 1 **Status:** 1st Reading-Consent

Title

Approval of Amendment to Ordinance 7057 (Capital Budget)

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve amending Ordinance 7057 on first reading and forward to second reading.

Report

Issue:

Whether to approve the Amendment to Ordinance 7057

Staff Contact:

Dean Walz, Fiscal Services Director, Administrative Services Department, 360.753.8465

Presenter(s):

None - Consent Calendar Item.

Background and Analysis:

To change the budget the Council must approve a new ordinance amending the budget. Generally, budgetary amendments are made quarterly. On occasion a budget change needs to be made between the quarterly updates and a separate ordinance will come before the Council. These ordinances do not officially amend the budget ordinance, but does provide authorization to expend funds. The attached ordinance reflects ordinances which may have been adopted relating to the budget since the last quarterly update, and other proposed changes to the budget.

No separate ordinances were passed since the adoption of ordinance 7057 relating to the Operating Budget.

Budget Items not previously presented to the Council:

- 1) Appropriation of an additional \$45,000 to be transferred from the Voted Utility Tax Fund to the

Parks Bond Anticipation Note (BAN) Fund for interest on draws on the Parks BAN including the Brentridge purchase. Funding is from Voted Utility taxes.

- 2) Appropriation of \$751,749 for remediation at the DOT site on State Street. Funding is from a settlement agreement with the State of Washington.
- 3) Correction to the funding of the Storm Water CIP Fund. The original ordinance adopted in December incorrectly listed \$1,614,910 of funding coming from fund balance of the Fund. This amount should have been included in the revenue column along with other revenues. The \$1,614,910 is for future debt to be issued.
- 4) Appropriation of \$30,000 for sewer repairs on Division Street. Funding is from a legal settlement.
- 5) Appropriation of \$148,111 of unappropriated fund balance of the City Hall Construction Fund. These funds to be used for future obligations of the fund including fund for public art.
- 6) Appropriation of \$360,440 for replacement of existing in-pavement light systems at nine locations. Funding is from a Federal grant through the State of Washington.
- 7) Appropriation of \$84,632 for school speed limit zone, flashing beacons at three locations. Funding is from a Federal grant through the State of Washington and a contribution from the Olympia School District.
- 8) Appropriation of \$799,057 for the roundabout at Boulevard and Morse-Merryman. Funding is from a Federal grant through the State of Washington.
- 9) Appropriation of \$50,000 for the installation of pedestrian crossing flashing beacons at two locations. Funding is from a Federal grant through the State of Washington.
- 10) Appropriation of \$2,300 for the Stevens Field synthetic turf installation project. Funding is from ballfield impact fees. This also includes an appropriation of \$2,300 within the Ballfield Impact Fee account to be transferred to the Capital Improvement Fund.
- 11) Appropriation of \$10,100 for mitigation at the old west side landfill. Funding is from insurance proceeds.

Neighborhood/Community Interests (if known):

None known.

Options:

- 1) Approve ordinance amending Ordinance 7057.
- 2) Do not approve the amending ordinance or re-allocation of budget. The budget items would not be authorized.

Financial Impact:

Total increase in appropriations is \$2,283,689. The sources of funding of these appropriations are noted above.

Attachments:

Ordinance

Ordinance No.

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, RELATING TO THE CAPITAL FACILITIES PLAN FOR THE YEARS 2017-2022 AND AMENDING ORDINANCE NO. 7057.

WHEREAS, the Olympia City Council adopted the "Capital Facilities Plan" (CFP) for years 2017 through 2022 by passing Ordinance No. 7057 on December 13, 2016; and

WHEREAS, the CFP is periodically amended to recognize additional revenue and/or appropriations, as provided for in RCW 36.70A.130(2)(a)(iv); and

WHEREAS, the following amendments need to be made to Ordinance No. 7057;

NOW, THEREFORE, THE OLYMPIA CITY COUNCIL ORDAINS AS FOLLOWS:

Section 1. That certain document entitled the "Capital Facilities Plan," covering the years 2017 through 2022, a copy of which will be on file with the Office of the Director of Administrative Services and available on the City's web site, is hereby adopted as the Capital Facilities Plan for the City of Olympia and is incorporated herein as though fully set forth.

Section 2. Upon appropriation by the City Council of funds therefor, the City Manager shall be authorized to prepare plans and specifications, to take bids, and to make expenditures for the projects set forth in the CFP during the year for which said projects are scheduled; provided, however, that any award of bids and execution of contracts for construction shall be approved as provided in OMC Chapter 3.16.

Section 3. It is anticipated that the funding source and the construction schedule for projects identified in the CFP may be changed over the next year. Such changes shall not constitute an amendment to the Comprehensive Plan for purposes of RCW 36.70A.130.

Section 4. The Director of Administrative Services is hereby authorized to bring forward into fiscal year 2017 all appropriations and allocations not otherwise closed, completed, or deleted from prior fiscal years' capital budgets.

Section 5. The following appropriations are hereby made:

FUND	APPROP. FUND BALANCE	ESTIMATED REVENUE	APPROP.	ADDITIONS TO FUND BALANCE
Impact Fee Fund	\$5,080,938 \$5,083,238	\$800,000	\$5,880,938 \$5,883,238	\$-
SEPA Mitigation Fee Fund	147,360	-	147,360	-
Parks & Recreational Sidewalk, Utility Tax Fund	-	2,975,000 3,020,000	2,975,000 3,020,000	-
Real Estate Excise Tax Fund	831,800	1,200,000	2,031,800	-
Capital Improvement Fund	5,550	16,097,765 18,156,043	16,103,315 18,161,593	-

FUND	APPROP. FUND BALANCE	ESTIMATED REVENUE	APPROP.	ADDITIONS TO FUND BALANCE
City Hall Construction Fund	148,111		148,111	-
Water CIP Fund	1,300,000	4,866,500	6,166,500	-
Sewer CIP Fund	1,429,699	741,301	2,171,000	-
		771,301	2,201,000	
Storm Water CIP Fund	1,614,910	687,690	2,302,600	-
	-	2,302,600		
TOTALS	\$10,410,257	\$27,368,256	\$37,778,513	\$0
	\$8,945,758	\$31,116,444	\$40,062,202	

Section 6. Severability. The provisions of this Ordinance are declared separate and severable. If any provision of this Ordinance or its application to any person or circumstances is held invalid, the remainder of this Ordinance or application of the provision to other persons or circumstances shall be unaffected.

Section 7. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

Section 8. Effective Date. This Ordinance shall take effect five (5) days after publication, as provided by law.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



DEPUTY CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:



City Council

Margaret McKenny Park Playground Selection Update

Agenda Date: 4/4/2017
Agenda Item Number: 6.A
File Number: 17-0330

Type: report **Version:** 1 **Status:** Other Business

Title

Margaret McKenny Park Playground Selection Update

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Receive the update on the selection of a playground for Margaret McKenny Park. Briefing only; No action requested.

Report

Issue:

Whether to receive an update on the selection of a playground for Margaret McKenny Park.

Staff Contact:

Sarah Giannobile, Associate Planner, Olympia Parks, Arts and Recreation (OPARD), 360.753.8020

Presenter(s):

Sarah Giannobile, Associate Planner

Background and Analysis:

Margaret McKenny Park, in southeast Olympia, will be receiving its first playground later this year. The City of Olympia received playground proposals from six different vendors and all the designs include play equipment for age groups 2-5 and 5-12.

We are currently seeking public opinion regarding which playground design Olympia residents prefer. An online survey has been created where participants can view the proposals and read descriptions of the play features before selecting their top choice. A comment section is included in the survey if participants want to share additional information. The survey closes Monday, April 10 and the preferred playground will be announced shortly thereafter. The playground survey is being advertised via social media, a City media release, the Planning E-newsletter, a mailing to the adjacent neighborhood, an e-mail sent to attendees of previous park meetings and a poster kiosk placed in the park.

Neighborhood/Community Interests (if known):

OPARD staff held a public meeting with the adjacent neighborhood in April 2015 to receive input regarding desired park features and improvements. Building a playground was a top priority. In July 2016, a Park Master Plan was developed with playground areas and amenities identified.

Options:

No action requested, briefing only.

Financial Impact:

Site preparation, playground equipment and installation are fully funded.

Attachments:

Playground Designs
[Link to Survey](#)

PlayCraft Systems

To honor the park's namesake, Margaret McKenny, we are providing a playground filled with nature theming without compromising the durability and longevity of commercial playground equipment. Also in keeping with an environmental and regional approach, we are shipping this new structure less than 400 miles from the only manufacturer in the West.

To facilitate safety, we have created two separate zones for different age group users but consolidated them into one play area. The backless benches dividing the kids' play areas are placed outside the safety zones of the equipment, but allow a parent/supervisor to sit facing either direction, as well as provide opportunities for social interaction for any age.

In the 2-5 area, three different types of climbers allow for younger children to approach using hands and feet, then progress as their skills improve. In addition, three slides provide for both individual and parallel play. The forest theme extends from the log slide to the stump climber to the tree toppers providing a source for imaginative play. The 5-12 area contains multiple points of entry to accommodate many children at the same time and extends the physical options to include balance, spinning and upper body components.

Highlights:

- Forest Theme
- Spinmax Tower
- Built-in Seating Areas
- Spring Toy Bear
- Designed for Activity Targets: Balance, Climbing, Spinning, Sliding, Jumping
- Eleven Different Climbers
- Five Different Slides
- Tyke Seesaw
- Fully ADA Compliant
- Designated Play Areas for Different Ages



System Type **R-5**
For Kids Ages **2-12**

Margaret McKenny Park

Project# APS174CBBBA 2/17/2017



The playground system design meets the requirements for access under the Americans with Disabilities Act (ADA) and is designed to be accessible to all children, including those with disabilities.



WARNING: To prevent entrapment, children should not be allowed to climb on the equipment. Children should be supervised at all times.

IMPORTANT: The colors shown are for illustration purposes only. Actual colors may vary. Contact your Playcraft Play for accurate color samples.



Manufactured by Krauss Craft, Inc.

Burke

Burke's design is inspired by the wonderful features of nearby Watershed Park. This playground design resembles the same topography of the park with its system trails and steep sections of walls and climbing opportunities. This inviting structure will be a destination playground and the focus of the park and one that we hope honors Margaret McKenny's visions for the future while preserving the past for all to enjoy.

Highlights:

- The custom design considers children of all ages and abilities the creativity of the magical world of exploration and imaginative play with the movement that focuses on safety.
- In this colorful design, you will find fitness-based equipment that gets kids moving like never before. This design offer opportunities to build cognitive planning and mastering skills and concepts from a variety of play events such as climbing, spinning, swinging, sliding and more.
- The playground encompasses the physical, emotional and social experiences; education and play wrapped into one adventurous structure.
- Educational and Custom play panels feature historical information and images that promote learning.

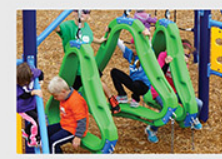
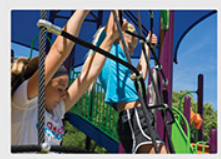
Playful furniture is seamlessly integrated into the play area, combining form and function by creating seating and tabletop surfaces to be utilized by children and caregivers alike.

Burke
PLAY THAT MOVES YOU.



MARGARET MCKENNY PARK

PROPOSAL: 907-98215-1



PlayWorld

Northwest Playground is excited to work with Olympia on another very unique playground after Sunrise Park in 2015! Our design was inspired as a tribute to Margaret McKenny, who championed parks and open space and was a mushroom enthusiast having written multiple books on various fungi. The entire play experience is themed around nature and play events. Overall our design worked to incorporate the coolest nature inspired features for a totally unique park to help Margaret's legacy live on for decades to come.

Highlights:

- Two Tree Fort Themed play structures, one for big kids and another for toddlers
- A Mushroom Forest with climbable Mushrooms, Tree Stumps, Boulders, Leaves and even a Ladybug!
- A few of the events the Big Kids Tree Fort includes are...
 - The Wildwood Climber shaped like tree roots growing up and onto the structure
 - A Rock Climbing Wall
 - Monkey Bars!
 - A spiraling 360 Slide from a 9' perch!
- The Toddler Tree Fort includes a Rock Climber to climb onto the structure and two slides
- Of course we had to incorporate movement so the park includes a Teeter Totter and two Spinners!
- A Custom Sign with a tribute to Margaret McKenny

MARGARET KCKENNY PARK

IHD-034-17A



Kompan

Kompan's NEW Robinia wood collection brings real, live nature back to the playground, with the warm look and feel of real logs, supporting a wide range of physical, social, and pretend play features for toddlers to teens. Like nature it's asymmetrical, open ended and challenging, creating a play environment that is both welcoming and exciting.

With their North American Headquarters in Tacoma, Kompan (of Denmark) is the world's largest designer/manufacturer of commercial play equipment and also the standard bearer for quality design and innovation for nearly 50 years.

The Olympia community may be familiar with Kompan products from LBA Park, which features the Explorer Dome cable structure, which accentuates the design values also present in this proposal.

The natural properties of robinia wood (also called Black Locust) make it an ideal material for playground design in form and function. The un-machined logs are soft and smooth to the touch, unique and attractive in any setting. Furthermore, the natural properties of robinia (see below) further reflect the values of the parks namesake at the same time it makes no compromise on strength and durability, as supported by Kompan's warranty and service agreement.

Remember what it's like to play in the woods?

Highlights:

- Robinia is an FCS certified and sustainably harvested hardwood.
- Robinia wood is pesticide-free with a high content of natural preservatives.
- Robinia is insect and fungi resistant.
- Robinia resists moisture and decay.
- Dense composition and hardness make Robinia resistant to splintering, as well as water and humidity damage.
- Accessible, universal and inclusive design.
- Activities in this collection for the 2-5 and 5-12 age groups include climbing (upper body), spinning, rocking, sliding, balancing...cultivating agility, strength and navigational skills
- The Wizard Hideaway and Forest Shop offer imaginary play, and social inclusion and cooperation opportunities as well as physical play activities.

KOMPAN

City of Olympia



Landscape Structures

This is a Multi-generational playground for 6 Months – 12 Years Old. Three separate Age Appropriate structures and three Independent Spinning Events. Offering Sensory, Motor, Cognitive Skills,

The Nook House 6–23 Months Old. Offers 20 Play Events from Flower Panels, Hand Spinners, Mirrors, Windows, Climbers, Belts, Balance Rail, Flower Bee Spinner, Alphabet Panel, Seats and Table.

2-5 Age SmartPlay Motion. Packed with 16 interactive activities addressing developmentally-appropriate skills: Inclined Tunnel, Leaf Shape-and-Fit, Wiggle Ladder, Slide, Shape-and-Fit Table, Leaf Trail, Race Car/Roller Track, Numbers Climber, Ring-a-Bell, Marbles, Bongo Panel, Bead Panel, Steering Wheel, Steppers, Alphabet Panel. Play Station with Sifters and Seats.

5-12 Age SmartPlay Venti - Packs 20 exciting activities. Nets, slides, belts and climbers Intelligent Design for older kids that challenges and promotes physical development and strategic thinking, while also creating hangouts. Multiple entry points and an accessible playstructure.

Saddle Spinners Ages 2-12 Years Old – These helps kids learn about cause-and-effect as they use their body weight to spin. Allows kids to shift weight developing better depth perception and balance, kids Love to Spin.

Omni Spin Ages 2 –12 Years Old. ADA Friendly, The high-backed OmniSpin® Spinner offers children of all abilities valuable vestibular sensory stimulation and encourages interactive play.

Highlights:

SmartPlay Nook – 6-23 Months Old

- 20 Play Activities
- Developed with guidance from the National Head Start Association

SmartPlay Motion – 2-5 Year Olds

- 16 Play Activities
- Cognitive Skills; Problem Solving, Strategic Thinking. Motor Skills
- 73% Post - Consumer recycled Permalene

SmartPlay Venti – 5-12 Year Olds

- 20 Play Events
- Un-prescribed Play
- Multiple Entry Points
- Offers: Sensory, Visual, Vestibular, Tactile and Agility
- Spinners – Omni Spin / Saddle Spinners - All Ages Spinner / ADA Accessible

MARGARET MCKENNY PARK

DRAWING NO. 100722-2

PLAYCREATION

PLAYCREATION
PLAYCREATION



PLAY HIGHLIGHTS



GameTime

Everything about this design howls inspiration, fantasy & illusion! SiteLines has specifically created a GameTime park design that will catapult imagination! Just imagine the feeling of being in the middle of the 1989 hit movie, "Honey, I shrunk the Kids". The bigger than life flowers, bee, bird egg, mushrooms & dragonfly will be all the chitter-chatter at the local schools and daycares in town for years to come. A new birthday "Destination Park" as well as a learning environment to capture what Margaret McKenny was most passionate about. SiteLines designed a Nature Themed play area based solely on Margaret McKenny's writings & teaching. The design enhances Margaret's teachings while being interactive & exceeds inclusive ADA play options, all of which are ASTM, CPSC & IPEMA certified.

Highlights:

- **Flower Toppers:** Designed to mimic the wildflowers Margaret wrote about, which adds to any child's imagination. These specially designed fire-resistant & baseball bat proof flowers can be seen from afar and the kids will soon be saying "Can we go to the Flower Park"!
- **Bee:** Because you can't have wildflowers without bee's, your wildflower playground will be abuzz with this educational play sculpture! Realistic and tactile design make it a kid and family favorite, while offering a fantasy experience the kids will learn balance as they traverse from the bee to the whimsical flower.
- **Mushroom Path:** Specifically used after Margaret's writings of Fungi, this amusing climber is sure to be a hit. It's 3 tiered levels will offer challenge as well as courage to the inquisitive children.
- **Mushroom Spinner:** This will be the hit of the playground, twirl around while getting an upper body workout. A great Multi-generational component that encourages children & adults to work together to spin each other.
- **Butterfly Climber:** Where there's wildflowers, butterflies are sure to follow. A great climbing addition to the nature and wildflower theme. Offers to build confidence as well as strength climbing up to the 5' deck.
- **Dragon Fly Teeter Totter:** Provides a comfortable seating surface on the wings for children to work together to teeter back in forth for hours of fun! This piece offers a tactile & vestibular experience while learning to work together.
- **Curvy Benches:** These are used specifically as a colorful obstacle between the 2-5 area & 5-12 area for all to take a break from their activities or supervise the playful participants.
- **Rockin' Robin:** A very large Bird Egg that offers a rocking vestibular stimulation to all abilities.
- **Harmonic Chime:** Music is the universal language, not matter your ability; every great park should have chimes for all to enjoy, young or old!
- **Fun Fact Signs:** We have provided 4 educational signs around the perimeter to carry on Margaret's teachings for facts about Birds, Bee's, Butterflies & Mushrooms. A great teaching tool!
- **Margaret McKenny Custom Sign:** Also included with our design is a custom sign to display the history of the park and Margaret McKenny's legacy, the park's namesake.





Margaret McKenny Playground

***IMPORTANT* This survey is open to Olympia residents only. Vendors, their employees, friends and family may not participate in this vote.**

Margaret McKenny Park is getting a playground and we need your help picking a design!

We received the following six playground proposals, all of which offer unique play experiences for age groups 2-5 and 5-12 and are accessible for children with disabilities.

Look over the designs below and view their complete descriptions [here](#).

Once you've decided which you like best, vote for your favorite at the bottom of this page. The winning design will be installed in Margaret McKenny Park later this year! **Voting will close on Monday, April 10th 2017.**

Please note that the colors you see are not set, so if you have a specific color in mind please let us know in the comment section.

Thank you for participating in this process and we look forward to seeing your input. If you have any questions please don't hesitate to contact me:

Sarah Giannobile, Parks Planner
360.753.8020
sgiannob@ci.olympia.wa.us

Design #1 - Playcraft Systems



Wiply System Type **R-5** | **Margaret McKenny Park**
For Kids Ages **2-12** | Project# **APS174CBBBA** | 2/17/2017

 This playground system design meets the requirements for access under the Accessibility Guidelines when properly installed over accessible surfacing.

 **WARNING:** An impact absorbing safety surface is required under and around all playground equipment.

PLAYCRAFT SYSTEMS
Manufactured by Krauss Craft, Inc.

IMPORTANT! The colors shown are for illustration purposes only. Actual colors may vary. Contact your Playcraft Rep for accurate color samples.

Design #2 - Burke



MARGARET MCKENNY PARK

PROPOSAL: 907-98215-1



Design #3 - PlayWorld



Design #4 - Kompan



Design #5 - Landscape Structures



Design #6 - GameTime



* 1. Which of these 6 designs would be your first choice for Margaret McKenny Park?

- Design #1 - Playcraft Systems
- Design #2 - Burke
- Design #3 - PlayWorld
- Design #4 - Kompan
- Design #5 - Landscape Structures
- Design #6 - GameTime

2. Is there anything you'd like to tell us about why you chose the

design you did?

Powered by



See how easy it is to [create a survey](#).