



# Meeting Agenda

## City Council

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

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**Tuesday, February 4, 2020**

**7:00 PM**

**Council Chambers**

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**1. ROLL CALL**

**1.A ANNOUNCEMENTS**

**1.B APPROVAL OF AGENDA**

**2. SPECIAL RECOGNITION**

- 2.A** [20-0108](#) Special Recognition - Proclamation Recognizing African American History Month

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

- 2.B** [20-0077](#) Special Recognition - Proclamation Recognizing Immigrant and Refugee Advocacy Day

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

- 2.C** [20-0075](#) Special Recognition - Why I Go Downtown Marketing Campaign

**3. PUBLIC COMMENT**

*(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 COMMENT (Optional)**

**4. CONSENT CALENDAR**

*(Items of a Routine Nature)*

- 4.A [20-0124](#) Approval of January 21, 2020 City Council Meeting Minutes  
*Attachments:* [Minutes](#)
- 4.B [20-0089](#) Approval of the 2020 Finance Committee Work Plan  
*Attachments:* [Work Plan](#)
- 4.C [20-0105](#) Approval of the 2020 General Government Committee Work Plan  
*Attachments:* [Work Plan](#)
- 4.D [20-0109](#) Approval of the 2020 Land Use and Environment Committee Work Plan  
*Attachments:* [Work Plan](#)
- 4.E [20-0062](#) Approval to Apply for a Grant with Washington Association of Sheriffs and Police Chiefs for Enhancement of the Familiar Faces Program  
*Attachments:* [Program Narrative](#)  
[Budget](#)
- 4.F [20-0110](#) Approval of a Resolution Authorizing an Interagency Agreement with the Department of Enterprise Services for Personnel Training  
*Attachments:* [Resolution](#)  
[Agreement](#)
- 4.G [20-0111](#) Approval of a Resolution Authorizing a Multifamily Housing Tax Agreement Between the City of Olympia and The Easterly LLC  
*Attachments:* [Resolution](#)  
[Agreement](#)
- 4.H [20-0112](#) Approval of a Resolution Authorizing a Multifamily Housing Tax Agreement Between the City of Olympia and Westman Mill  
*Attachments:* [Resolution](#)  
[Agreement](#)
- 4.I [20-0123](#) Approval of a Resolution Opposing an Amendment to the Thurston County Comprehensive Plan Pertaining to Rocky Prairie Zoning  
*Attachments:* [Resolution](#)

#### 4. SECOND READINGS (Ordinances)

- 4.J [20-0030](#) Approval of an Ordinance Amending Olympia Municipal Code 10.16 and 10.20 Related to Parking  
*Attachments:* [Ordinance](#)  
[Amended OMC Updates Table](#)

#### 4. FIRST READINGS (Ordinances) - None

**5. PUBLIC HEARING - None****6. OTHER BUSINESS - None****7. CONTINUED PUBLIC COMMENT**

*(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 African American History Month

**Agenda Date:** 2/4/2020  
**Agenda Item Number:** 2.A  
**File Number:**20-0108

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

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#### **Title**

Special Recognition - Proclamation Recognizing African American History Month

#### **Recommended Action**

##### **Committee Recommendation:**

Not referred to a committee.

##### **City Manager Recommendation:**

Proclaim February 2020 to be African American History Month in the City of Olympia.

#### **Report**

##### **Issue:**

Whether to proclaim February 2020 to be African American History Month in the City of Olympia.

##### **Staff Contact:**

Marygrace Goddu, Arts, Cultures & Heritage Coordinator, Community Planning & Development,  
360.753.8031

##### **Presenter(s):**

Dr. Thelma Jackson, Thurston County resident, educator, and consultant with more than 30 years of experience in education change initiatives, equity and diversity, policy making, cultural competency, community mobilization, and educational transformation. She is currently working with historian Ed Echtle to research and tell the story of Black history in Thurston County.

##### **Background and Analysis:**

African American History Month is an official annual observance in the United States and Canada, calling attention to the important people and events in the history of African diaspora, and the considerable contribution of African Americans to our nation and to our communities.

##### **Attachments:**

Proclamation

**PROCLAMATION**

*WHEREAS, during African American History Month, the many achievements and contributions made by African Americans to our economic, cultural, spiritual, and political development are celebrated; and*

*WHEREAS, in 1976, Black History Month was formally adopted to honor and affirm the importance of Blacks in American History, advance the cause of civil rights and strengthen families, communities, and the nation; and*

*WHEREAS, in 1915, Dr. Carter G. Woodson, a noted Black scholar and son of former slaves, founded the Association for the Study of African American Life and History (ASALH) and initiated Negro History Week in 1926; and*

*WHEREAS, the first kidnapped Africans were brought to this country 400 years ago marking the beginning of legalized slavery that lasted for 250 years, until Emancipation in 1863; and*

*WHEREAS, as a result of their determination, hard work, and perseverance against all odds, African Americans have made valuable and lasting contributions to our community, the state, and the nation; achieving exceptional success in all aspects of society including business, education, politics, science, the military, sports, and the arts; and*

*WHEREAS, the Association for the Study of African American Life and History's 2020 theme, "African Americans and the Vote" emphasizes the significance of African American participation in the electoral process at all levels of society;*

*NOW, THEREFORE, the Olympia City Council does hereby proclaim  
FEBRUARY 2020 to be*

**AFRICAN AMERICAN HISTORY MONTH**

*in the City of Olympia and urges all citizens to recognize the continued need to battle racism and to build a society that is more just, peaceful, and prosperous for all.*

*SIGNED IN THE CITY OF OLYMPIA, WASHINGTON, THIS 4<sup>TH</sup> DAY OF  
FEBRUARY, 2020.*

**OLYMPIA CITY COUNCIL**

*Cheryl Selby  
Mayor*



## City Council

### Special Recognition - Proclamation Recognizing Immigrant and Refugee Advocacy Day

**Agenda Date:** 2/4/2020  
**Agenda Item Number:** 2.B  
**File Number:**20-0077

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

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#### **Title**

Special Recognition - Proclamation Recognizing Immigrant and Refugee Advocacy Day

#### **Recommended Action**

##### **Committee Recommendation:**

Not referred to a committee.

##### **City Manager Recommendation:**

Proclaim February 5, 2020, as Immigrant and Refugee Advocacy Day

#### **Report**

##### **Issue:**

Whether to proclaim February 5, 2020, as Immigrant and Refugee Advocacy Day.

##### **Staff Contact:**

Jay Burney, Interim City Manager, 360.753.8740

##### **Presenter(s):**

Bob Ziegler, Strengthening Sanctuary Alliance

Lin Nelson, Strengthening Sanctuary Alliance

##### **Background and Analysis:**

Organized by Strengthening Sanctuary Alliance, a day-long gathering of immigrant and refugee rights advocates at the Capitol Campus in Olympia is planned for February 5, 2020. Advocates will be meeting with legislators to voice support for key immigrant rights legislation. There will be a rally on the Capitol steps at noon that day.

Strengthening Sanctuary Alliance is a local organization created in 2016. The organization is dedicated to learning skills and working to ensure that the Olympia community is a welcoming supportive place for immigrant and refugee neighbors, friends, co-workers and family members.

In December 2016, the Olympia City Council passed a resolution declaring the City of Olympia a Sanctuary City.

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

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**Attachments:**

Proclamation

**PROCLAMATION**

*WHEREAS, the City of Olympia has prospered throughout its history from the extensive socioeconomic, political, and cultural contributions made by immigrants from every part of the globe; and*

*WHEREAS, we welcome all who enter this country to escape social, religious, political or economic oppression, or in pursuit of its founding promise of a brighter future; and*

*WHEREAS, the City of Olympia is dedicated to the values of inclusivity, diversity and hope; and*

*WHEREAS, the City of Olympia has committed to securing the freedom, rights and dignity of all people who reside here; and*

*WHEREAS, as a declared “Sanctuary City,” the City of Olympia continues to demonstrate its abiding commitment to protecting all immigrants residing here; and*

*WHEREAS, we welcome the advocates for immigrants and refugees from throughout Washington who will be arriving in our city to celebrate “Immigrant and Refugee Advocacy Day,” Wednesday, February 5, 2020, at the State Capitol; and*

*NOW, THEREFORE, BE IT RESOLVED, the Olympia City Council does hereby proclaim the 5th day of February, 2020 as*

**IMMIGRANT AND REFUGEE ADVOCACY DAY**

*in the city of Olympia and urge all residents to join immigrant advocates to petition our elected state representatives to enact legislation to provide state and local government protections to all immigrants and their families in the state of Washington.*

**SIGNED IN THE CITY OF OLYMPIA, WASHINGTON THIS 21<sup>ST</sup> DAY OF JANUARY 2020.**

**OLYMPIA CITY COUNCIL**

*Cheryl Selby  
Mayor*





## City Council

### Special Recognition - Why I Go Downtown Marketing Campaign

**Agenda Date:** 2/4/2020  
**Agenda Item Number:** 2.C  
**File Number:**20-0075

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

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**Title**

Special Recognition - Why I Go Downtown Marketing Campaign

**Recommended Action**

**Committee Recommendation:**

Not referred to a committee

**City Manager Recommendation:**

Recognize Parking and Business Improvement Area (PBIA) Board and the Olympia Downtown Alliance for their work developing the Why I Go Downtown marketing campaign

**Report**

**Issue:**

Whether to recognize PBIA and the Olympia Downtown Alliance for their work developing the Why I Go Downtown marketing campaign.

**Staff Contact:**

Max DeJarnatt, PBIA Staff Liaison, Community Planning & Development, 360.570.3723

**Presenter(s):**

Max DeJarnatt, PBIA Staff Liaison  
Danielle Ruse, PBIA Chair and Owner of August Creative  
Janis Dean, Owner, Popinjay

**Background and Analysis:**

Last September the Parking and Business Improvement Area (PBIA) Board requested that Council allocate \$20,000 of its account balance, including \$15,000 in unspent funds, towards a Downtown Marketing Campaign. An existing marketing contract between the City and the Olympia Downtown Alliance was amended to include this additional scope of work, and the Alliance subcontracted with Mosaic Marketing and Flowstate Creatives to produce multiple video interviews with Downtown residents, visitors, and business owners. Using a phrase originally coined by Meg Martin of Interfaith Works, the "Why I Go Downtown" videos run about a minute each and show a diverse array of perspectives about how Downtown provides a unique and enriching experience. These videos and corresponding photography will be featured on social media, print, and radio through May of 2020.

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

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**Attachments:**

None



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

## City Council

### Approval of January 21, 2020 City Council Meeting Minutes

**Agenda Date:** 2/4/2020  
**Agenda Item Number:** 4.A  
**File Number:**20-0124

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

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**Title**

Approval of January 21, 2020 City Council Meeting Minutes



# Meeting Minutes - Draft

## City Council

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

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**Tuesday, January 21, 2020**

**7:00 PM**

**Council Chambers**

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### 1. ROLL CALL

**Present:** 6 - Mayor Cheryl Selby, Mayor Pro Tem Jessica Bateman, Councilmember Jim Cooper, Councilmember Clark Gilman, Councilmember Dani Madrone and Councilmember Renata Rollins

**Excused:** 1 - Councilmember Lisa Parshley

### 1.A ANNOUNCEMENTS - None

### 1.B APPROVAL OF AGENDA

Mayor Selby noted Item 2B will be moved to February 4.

**The agenda was approved as amended.**

### 2. SPECIAL RECOGNITION

**2.A** [20-0076](#) Special Recognition - Proclamation Recognizing the 50th Anniversary of Ballet Northwest

**The recognition was received.**

**2.B** [20-0077](#) Special Recognition - Proclamation Recognizing Immigrant and Refugee Advocacy Day

**The recognition was postponed to the February 4, 2020 City Council meeting.**

### 3. PUBLIC COMMENT

The following people spoke: Ester Kronenberg, Jerry Dierker, James Wellings, Ellen Dorfman, Danae, Michelle Andrews, Teri Clouse, Cynthia Hahn, Sara Joseph, Chris Van Daalen, Mary Morris, Chris Stearns, Ashly Dale, Madelyn Schwartz, Devin River, Adam St. John, and Barbara Buchan.

### COUNCIL RESPONSE TO PUBLIC COMMENT (Optional)

Interim Community Planning & Development Director Leonard Bauer provided an update on Green Cove subdivision application review process.

Mayor Pro Tem Bateman read a statement from Councilmember Parshley regarding puppy mills. A referral will be brought forward on February 4 to the General Government

Committee for the development of an ordinance related to humane pet sales.

#### 4. **CONSENT CALENDAR**

Councilmember Rollins pulled Item 4H for separate action following the Consent Calendar.

- 4.A [20-0074](#) Approval of January 14, 2020 Study Session Meeting Minutes

**The minutes were adopted.**

- 4.B [20-0073](#) Approval of January 14, 2020 City Council Meeting Minutes

**The minutes were adopted.**

- 4.C [20-0086](#) Approval of Bills and Payroll Certification

Payroll check numbers 92532 through 92546 and Direct Deposit transmissions: Total: \$2,339,384.79; Claim check numbers 3722274 through 3722591: Total: \$4,355,662.12

**The decision was adopted.**

- 4.D [20-0043](#) Approval of a Resolution Authorizing an Interagency Agreement with the WA State Department of Commerce for a Grant to Complete a Regional Housing Action Plan

**The resolution was adopted.**

- 4.E [20-0044](#) Approval of a Resolution Authorizing an Interlocal Agreement with the Cities of Lacey and Tumwater, and the Thurston Regional Planning Council, for Housing Action Plans

**The resolution was adopted.**

- 4.F [20-0060](#) Approval of a Resolution Authorizing an Interlocal Agreement with the Cities of Tumwater, Lacey, and Yelm Allowing Transportation Network Companies to Operate

**The resolution was adopted.**

- 4.G [20-0061](#) Approval of a Resolution Authorizing Amendment No. 1 to the Interlocal Agreement for Consulting Services for a Cable Franchise Renewal

**The resolution was adopted.**

- 4.I [20-0066](#) Approval of Labor Contracts with the International Association of Fire Fighters, Local #468, Including Assistant Chiefs

**The contract was adopted.**

- 4.J [20-0067](#) Approval of a Resolution Approving a Lease Agreement with Senior

Services for South Sound

**The resolution was adopted.**

- 4.K [20-0070](#) Approval of 2020 Council Meeting Calendar and Intergovernmental and Committee Assignments

**The decision was adopted.**

**4. SECOND READINGS (Ordinances)**

- 4.L [20-0031](#) Approval of an Ordinance Related to Alarm Response Fees

**The ordinance was adopted on second reading.**

**4. FIRST READINGS (Ordinances)**

- 4.M [20-0030](#) Approval of an Ordinance Amending Olympia Municipal Code 10.16 and 10.20 Related to Parking

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

**Approval of the Consent Agenda**

**Councilmember Cooper moved, seconded by Mayor Pro Tem Bateman, to adopt the Consent Calendar as amended. The motion carried by the following vote:**

**Aye:** 6 - Mayor Selby, Mayor Pro Tem Bateman, Councilmember Cooper, Councilmember Gilman, Councilmember Madrone and Councilmember Rollins

**Excused:** 1 - Councilmember Parshley

**PULLED FROM CONSENT CALENDAR FOR SEPARATE ACTION**

- 4.H [20-0065](#) Approval of a Resolution Authorizing a Multifamily Housing Tax Agreement Between the City of Olympia and the Laurana

**Mayor Pro Tem Bateman moved, seconded by Councilmember Madrone, to approve the resolution authorizing the multifamily tax exemption with Urban Olympia 5, LLC, and authorize the City Manager to sign the agreement. The motion carried by the following vote:**

**Aye:** 5 - Mayor Selby, Mayor Pro Tem Bateman, Councilmember Cooper, Councilmember Gilman and Councilmember Madrone

**Nay:** 1 - Councilmember Rollins

**Excused:** 1 - Councilmember Parshley

**5. PUBLIC HEARING - None****6. OTHER BUSINESS - None****7. CONTINUED PUBLIC COMMENT - None****8. REPORTS AND REFERRALS****8.A COUNCIL INTERGOVERNMENTAL/COMMITTEE REPORTS AND REFERRALS**

Councilmembers reported on meetings and events attended.

Mayor Selby noted there will not be a regular business meeting next Tuesday.

**8.B CITY MANAGER'S REPORT AND REFERRALS - None****9. ADJOURNMENT**

The meeting adjourned at 8:15 p.m.



## City Council

### Approval of the 2020 Finance Committee Work Plan

**Agenda Date:** 2/4/2020  
**Agenda Item Number:** 4.B  
**File Number:**20-0089

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

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#### **Title**

Approval of the 2020 Finance Committee Work Plan

#### **Recommended Action**

##### **Committee Recommendation:**

The Finance Committee met on January 15 and recommends approval of the 2020 Finance Committee Work Plan

##### **City Manager Recommendation:**

Move to approve the 2020 Finance Committee Work Plan

#### **Report**

##### **Issue:**

Whether to approve the 2020 Finance Committee Work Plan

##### **Staff Contact:**

Debbie Sullivan, Administrative Services Director, 360.753.8499

##### **Presenter(s):**

None - Consent Calendar Item.

##### **Background and Analysis:**

Each year, all Council Committees develop a work plan. The Finance Committee typically submits a basic plan to guide the Committee's work for the upcoming year.

Some highlights of the 2020 work plan include: updating the Financial Management Policy to include the Budget Stabilization Reserve Fund, discussing an update to the City's Indirect Cost Allocation Plan, financial needs to implement the Transportation Master Plan, and a discussion to develop an Economic Development Strategy and policy considerations to support it.

The 2020 Finance Committee work plan allows time throughout the year to respond to emerging issues. Meetings are currently scheduled for the third Wednesday of every month starting at 5:00 pm.

##### **Neighborhood/Community Interests (if known):**



N/A

**Options:**

1. Approve the 2020 Finance Committee Work Plan
2. Direct staff to remove and/or add agenda items

**Financial Impact:**

N/A

**Attachments:**

2020 Finance Committee Work Plan

# Finance Committee

## 2020 Work Plan

### Schedule of Regular and Special Meetings

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

Regular meeting: 3<sup>rd</sup> Wednesday, 5:00 – 7:00 p.m., Olympia City Hall,

Committee Members: Councilmembers Jim Cooper (Chair) and Lisa Parshley, Mayor Cheryl Selby

### January 15

1. 2020 Finance Committee Work Plan (Debbie Sullivan)

### February 26

1. Budget Snapshot: Fund Types (Nanci Lien)
2. Economic Ecosystem Discussion (Mike Reid)
3. Discuss 2021 Public Engagement Process (Stacey Ray)
4. Oral Report – 2019 Year-End Balance (Debbie Sullivan)

### March 18

1. Indirect Cost Allocation Plan Briefing (Debbie Sullivan)
2. Transportation Funding (Mark Russell)
3. Discuss Financial Impact and Options of Downtown Improvement District (Amy Buckler)
4. Discuss Recommendation for 2019 Year-End Balance (Debbie Sullivan)

### April 15

1. Budget Snapshot: Property Taxes (Nanci Lien)
2. Discuss JASCOM 2021 Budget
3. Financial Management Policy Update – Budget Stabilization Reserve Policy (Debbie Sullivan)
4. Discuss Economic Development Strategy and Future Policy Considerations (Mike Reid)

### *Community Conversations – date and location(s) TBD*

### May 20

1. Budget Snapshot: Excise Tax (Nanci Lien)
2. Update on Building Repair and Replacement (Meliss Maxfield)
3. Review Financial Report from the Washington Center for the Performing Arts (Debbie Sullivan)
4. 1<sup>st</sup> Quarter Financial Report (Joan Lutz)

### June 17

1. Budget Snapshot: Revenue Types (Nanci Lien)
2. Multi-year revenue and expense projections
3. Climate Mitigation Plan (Rich Hoey)

**July 15**

1. Briefing on 2021-2026 Preliminary Capital Facilities Plan (Debbie Sullivan)
2. Transportation Master Plan (Mark Russell)
3. Waste ReSources Maintenance Center (Rich Hoey)
4. Public Engagement Results (Stacey Ray)

**August 19**

1. Budget Snapshot: Investments (Nanci)
2. Review 2021 Impact Fees
3. Lifeline Utility Rates (Eric Christensen)
4. 2<sup>nd</sup> Quarter Financial Report

**September 16**

1. Budget Snapshot: Debt (Nanci)
2. Preliminary 2021 Operating Budget (Jay Burney/Debbie Sullivan)
3. Review Utility Rates (Eric Christensen/Gary Franks)
4. Review Development Fee Adjustments (Leonard Bauer)

**October 21**

1. Budget Snapshot: Utility Taxes (Nanci)

**November 18**

1. Budget Snapshot: Tax Increment Financing (Nanci Lien)
2. Discussion of 2021 Preliminary Operating and Capital Budgets
3. 3<sup>rd</sup> Quarter Financial Report (Joan Lutz)

**November**

*Special Meeting if needed for budget discussion*

**December 16**

1. 2021 Work plan (Debbie Sullivan)

**ITEMS TO BE SCHEDULED:**

- Criteria for requesting Council Goal money
- Lee Creighton Justice Center
- Excise Tax
- Annexation Financial Impact Analysis
- Discuss results of ADA study
- Discuss options/ability to leverage the City's Investments
  - No or low interest loans for energy upgrades to housing
- Budget Snapshots
  - General Facility Charges and Fees
  - Comprehensive Annual Financial Report



## City Council

### Approval of the 2020 General Government Committee Work Plan

**Agenda Date:** 2/4/2020  
**Agenda Item Number:** 4.C  
**File Number:**20-0105

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

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#### **Title**

Approval of the 2020 General Government Committee Work Plan

#### **Recommended Action**

##### **Committee Recommendation:**

General Government Committee recommends approval of its 2020 Work Plan with the understanding that the topics and schedule may change throughout the year to accommodate emerging issues.

##### **City Manager Recommendation:**

Move to approve the General Government Committee's 2020 Work Plan with the understanding that the topics and schedule may change throughout the year to accommodate emerging issue.

#### **Report**

##### **Issue:**

Whether to approve the General Government Committee 2020 Work Plan.

##### **Staff Contact:**

Kellie Purce Braseth, Strategic Communications Director, 360.753.8361

##### **Presenter:**

None - Consent Calendar Item.

##### **Background and Analysis:**

The General Government Committee finalized its 2020 Work Plan at its January 22 meeting. The committee's 2020 regular meetings will be held on the fourth Wednesday of each month at 5 p.m.

##### **Neighborhood/Community Interests:**

N/A

##### **Options:**

1. Approve the General Government Committee 2020 Work Plan with the understanding that the topics and schedule may change throughout the year to accommodate emerging issue.
2. Modify the General Government Committee 2020 Work Plan and approve the modified work plan

3. Do not approve the work plan as submitted.

**Financial Impact:**

None

**Attachments:**

Draft General Government Committee 2020 Work Plan



# DRAFT 2020 General Government Committee

## Schedule of Regular and Special Meetings

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

Regular meeting: 4<sup>th</sup> Wednesday, 5:00 – 7:00 p.m., Olympia City Hall,

Committee Members: Councilmembers Renata Rollins (Chair), Clark Gilman, Dani Madrone

**\*Key: CSH = Community, Safety & Health •DT = Downtown •ECON = Economy •ENV = Environment •NBH = Neighborhoods**

Date	Tentative Agenda	Lead Staff	Comp. Plan Goal *	Notes/Debrief
January 22	<ul style="list-style-type: none"> <li>General Govt. 2020 Work Plan Review</li> <li>Advisory Board Recruitment Update</li> <li></li> </ul>	Kellie Braseth Kellie Braseth	Csh	
February 18 <i>Special meeting</i>	<ul style="list-style-type: none"> <li>Advisory Board Candidate Interviews</li> </ul>	Kellie Braseth	csh	<i>Recommendations must be ready for March 24 Council meeting at latest</i>
February 20 <i>Special meeting</i>	<ul style="list-style-type: none"> <li>Advisory Board Candidate Interviews</li> </ul>	Kellie Braseth	Csh	<i>Recommendations must be ready for March 24 Council meeting at latest</i>
February 26	<ul style="list-style-type: none"> <li>Prepare for Annual Meeting with Committee Chairs</li> <li>Economic Development Update (re: CDBG funds)</li> <li>Police Auditor Scoping (OPD update)</li> <li>Eastside Street Crossing</li> </ul>	Kellie Braseth Mike Reid Aaron Jelcick Stephanie Johnson	Csh Econ/DT Csh csh	
March 25	<ul style="list-style-type: none"> <li>Annual Work Plan Review</li> <li>Meeting with Advisory Committee Chairs</li> </ul>	Kellie Braseth Kellie Braseth	csh csh	
April 22	<ul style="list-style-type: none"> <li>Humane Pet Sales Referral</li> <li>Mid-Year Retreat Discussion</li> <li>DT Ambassador Update</li> <li>PBIA Briefing</li> </ul>	Mark Barber Jay Burney/Kellie Amy Buckler Max DeJarnatt	csh  dt dt	<i>Committee Member Madrone absent</i>

Update: January 23, 2020

May 27	<ul style="list-style-type: none"> <li>• Public Safety / OPD Updates</li> <li>• Economic Development Update</li> <li>• Community Development Block Grant (CDBG) – Program Year 2020 Action Plan</li> <li>• CDBG 5-year plan &amp; alignment with Home Fund</li> <li>•</li> </ul>	Aaron Jelcick Mike Reid Cary Retlin  Cary Retlin	csh econ csh  csh/econ	
June 10 <i>Special Meeting</i>	<ul style="list-style-type: none"> <li>• Tenant Assistance Follow up</li> <li>•</li> </ul>	Cary Retlin	econ	
July 22	<ul style="list-style-type: none"> <li>• Scoping Advisory Board Recruitment Process</li> </ul>	Kellie Braseth	csh	
August 26	<ul style="list-style-type: none"> <li>• Public Safety/OPD Update</li> <li>• Economic develop. Update</li> <li>•</li> </ul>	Aaron Jelcick Mike Reid	csh econ	
September 23	<ul style="list-style-type: none"> <li>• Biennial Review of Council Guidelines (done on even years)</li> <li>• Council Annual Retreat Agenda</li> </ul>	Kellie Braseth  Jay Burney		
October 28	<ul style="list-style-type: none"> <li>• DT Ambassador Update</li> <li>• PBIA Update</li> <li>•</li> </ul>	Amy Buckler Max DeJarnatt	dt dt	
November 25 <i>No meeting</i>	<p><b>GGC WILL COMBINE NOVEMBER AND DECEMBER MEETINGS IN 2020</b></p> <ul style="list-style-type: none"> <li>• Public Safety/OPD Update</li> <li>• Economic development update</li> <li>• GG Committee Work Plan for 2020</li> <li>• Scoping Advisory Committee work plan process</li> </ul>	Aaron Jelcick Mike Reid Kellie Braseth Kellie Braseth	csh econ	
December 3 <i>Special Meeting</i>				





## City Council

### Approval of the 2020 Land Use and Environment Committee Work Plan

**Agenda Date:** 2/4/2020  
**Agenda Item Number:** 4.D  
**File Number:**20-0109

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

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#### **Title**

Approval of the 2020 Land Use and Environment Committee Work Plan

#### **Recommended Action**

##### **Committee Recommendation:**

The Land Use and Environment Committee recommends approval of the 2020 Land Use and Environment Committee Work Plan.

##### **City Manager Recommendation:**

Move to approve the 2020 Land Use and Environment Committee Work Plan

#### **Report**

##### **Issue:**

Whether to approve the 2020 Land Use and Environment Committee Work Plan.

#### **Staff Contact:**

Leonard Bauer, Interim Director, Community Planning and Development, 360.753.8206

#### **Presenter(s):**

None - Consent Calendar Item

#### **Background and Analysis:**

The Land Use and Environment Committee has developed the attached work plan for its work in 2020.

#### **Neighborhood/Community Interests (if known):**

Most of the Committee's work items on the attached 2020 Work Plan will be of interest to the whole community.

#### **Options:**

1. Approve 2020 Land Use and Environment Committee Work Plan.
2. Approve specific revisions to 2020 Land Use and Environment Committee Work Plan.
3. Do not approve 2020 Work Plan as proposed, and refer it back to the Land Use and Environment Committee.

**Financial Impact:**

Each item on the 2020 Work Plan will require staff work, which is included within the adopted 2020 City budget. Various work items may also result in additional future financial impacts, if ultimately adopted by the City Council. These impacts will be analyzed as part of consideration by the Committee and City Council.

**Attachments:**

2020 Work Plan

**LAND USE AND ENVIRONMENT COMMITTEE 2020 DRAFT WORK PLAN  
(Last Updated 1/21/2020)**

Meetings are the third Thursday of the month starting at 5:00 PM unless otherwise noted.

<b>Agenda Item</b>	<b>Staff Responsible</b>	<b>Summary</b>
<b>January 16, 2020</b>		
1. LUEC 2020 Work Program*	Leonard Bauer	
2. Scope of Review of City Fees/Regulations to Reduce Effects on Housing Costs	Leonard Bauer/ Cary Retlin/ Multi-department staff	Impact fees, general facilities charges, frontage improvements, parking requirements, permit process, etc. Also include consideration of economic ecosystem study.
<b>February 13, 2020</b>		
3. Homeless Response Plan	Amy Buckler/ Stacey Ray	Briefing
4. Annual Code Enforcement Status Report*	JW Mahone	Briefing
5. Residential Fire Sprinkler Status Report	Kevin Bossard	Briefing
6. Building Codes Update	Larry Merrell	Briefing. Local adoption process for updated state-approved building codes
<b>March 5, 2020</b> <b>****Special Meeting at Olympia HQ Fire Station****</b>		
7. Tenant-Landlord Work Session	Cary Retlin	Discussion
<b>March 26, 2020</b>		
8. Downtown Design Guidelines Update	Joyce Phillips	Briefing
9. Shoreline Master Program Update	Joyce Phillips	Briefing
10. Council referral to OPC to Implement 2ESHB 1923	Joyce Phillips	Briefing
11.		
<b>April 16, 2020</b>		
12. Short-term Rental Regulations	Catherine McCoy/Leonard Bauer	Recommendation
13. Housing Action Plan Briefing	Amy Buckler	Briefing
14. Regional Climate Mitigation Plan Update	Rich Hoey/ Susan Clark	Briefing
15. Reuse of 108 State Avenue (Old Fire Station)	Meliss Maxfield	Briefing. Review of building condition; current use

<b>May 21, 2020</b>		
16. Parking Strategy Implementation Update*	Max DeJarnatt	Briefing
17. Downtown Creative District – Development Code Amendments	Marygrace Goddu/ Stephanie Johnson	Briefing on potential zoning and development code amendments to implement Creative District
18. Downtown Strategy Implementation - Status Report*	Amy Buckler	Briefing
19. Commons at Fertile Ground	Mike Reid	Review of RFP/RFQ for use of city property
20.		
<b>June 18, 2020</b>		
21. EDDS 2020 Update*	Steve Sperr	Briefing
22. Transportation Master Plan	Sophie Stimson	Briefing. Concurrency/impact fee programs also going to Finance Committee
23. MFTE Program Options	Cary Retlin	Recommendation
24.		
<b>July 16, 2020</b>		
25. LOTT Cost of Service Study	Rich Hoey	Briefing
26. Joint Plan Update	Joyce Phillips	Briefing
27. Comp Plan Amendment Process*	Joyce Phillips	Discussion of potential biennial process vs. annual process
28. Mid-year review - Committee Work Plan*	Leonard Bauer	Discussion
29.		
<b>August 20, 2020</b>		
30. Sea Level Rise Response Plan Implementation	Rich Hoey	Briefing. Includes potential new Interlocal Agreement
31. Regional Climate Action Plan	Rich Hoey/ Susan Clark	Briefing
32. Language for inclusion in all RFPs to address the regional climate mitigation/adaption plan recommendations	Mike Reid	Decision
33.		
<b>September 17, 2020</b>		
34. Water System Risk and Resiliency Plan	Eric Christensen	Briefing
35. Neighborhood Centers Review Process	Cari Hornbein	Briefing on Planning Commission's review of

		Neighborhood Centers designated in Comp Plan
36.		
<b>October 15, 2020</b>		
37. Housing Action Plan	Amy Buckler	Briefing
38. Missing Middle Status and Metrics	Leonard Bauer/Joyce Phillips	Briefing
39.		
<b>November 19, 2020</b>		
40. EDDS 2020 Update*	Steve Sperr	Recommendation
41. Water System Plan Update	Eric Christensen	Recommendation
42.		
<b>December 17, 2020</b>		
43. CPD 2021 Work Plan Update*	Tim Smith	Briefing
44. Review LUEC 2021 Work Plan*	Leonard Bauer	Discussion
45.		
<b>TBD</b>		
46. Environmental Assessment of Maintenance Center Property	Rich Hoey	
47. Recycling Update	Gary Franks	
48. Annexation Update	Tim Smith	
49. PSE Franchise Agreement	Fran Eide	
50. Education/outreach program on affordable housing incentives		
51. Urban Agriculture Update		

\*=regular LUEC work program items each year



## City Council

### Approval to Apply for a Grant with Washington Association of Sheriffs and Police Chiefs for Enhancement of the Familiar Faces Program

**Agenda Date:** 2/4/2020  
**Agenda Item Number:** 4.E  
**File Number:**20-0062

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

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#### **Title**

Approval to Apply for a Grant with Washington Association of Sheriffs and Police Chiefs for Enhancement of the Familiar Faces Program

#### **Recommended Action**

##### **Committee Recommendation:**

Not referred to a committee.

##### **City Manager Recommendation:**

Move to approve applying for the grant with Washington Association of Sheriffs and Police Chiefs (WASPC) for enhancement of the familiar faces program.

#### **Report**

##### **Issue:**

Whether to give approval to the Olympia Police Department to apply for a grant with WASPC for enhancement of the familiar faces program.

##### **Staff Contact:**

Chandra Brady, Support Administrator, Olympia Police Department, 360.753.8214

##### **Presenter(s):**

None - Consent Calendar Item.

#### **Background and Analysis:**

House Bill 1767 went into effect on July 28, 2019, to develop the Arrest and Jail Alternatives-Law Enforcement Grant Program. Washington Association of Sheriffs and Police Chiefs in consultation with Law Enforcement Assisted Diversion (LEAD) were tasked with developing and implementing a grant program aimed at identifying and providing interventions and services for criminal-justice involved persons with substance and behavioral health needs.

The existing Olympia Police Department Familiar Faces program uses two Peer Navigators with lived experiences that serve vulnerable populations in the City of Olympia by meeting them where they are and walking alongside them while they overcome obstacles.

The grant would commit the City to provide in-kind staff resources to support the Familiar Faces team. This includes an Outreach Coordinator's liaison time, Walking Patrol officers time working with and referring community members to the programs, and staff time managing the contract and fiscal elements of the grant.

**Neighborhood/Community Interests (if known):**

There are unmet case management needs associated with our community's most vulnerable populations at the mitigation site, the jail, downtown, and in our neighborhoods. The Olympia Police Department's application for the grant funds will be made in partnership with Catholic Community Services and will assign four additional Peer Navigators and a Program Manager to the Familiar Faces program in Olympia. These peers will be assigned to the mitigation site, the jail (for transition services and support), downtown, and to our community policing/neighborhood programs.

**Options:**

1. Approve the Olympia Police Department to apply for the grant - Grant application is reviewed by WASPC and LEAD and considered for funding alongside other program submissions from agencies across Washington State.
2. Don't approve the Olympia Police Department to apply for a grant - Grant application would be withdrawn. Current services would be unaffected.

**Financial Impact:**

The City of Olympia is committing to in-kind contributions as outlined below. There is no financial contribution.

City of Olympia, Olympia Police Department - In Kind \$76,734

<b>Title</b>	<b>Name</b>	<b>Percent time on Project</b>	<b>Amount In Kind</b>
Crisis Response Program Manager	Anne Larson	30%	\$10,592
Sgt Walking Patrol	Amy King	20%	\$8,761
Walking Patrol	Officers	20%	\$52,568
Finance Coordinator	Gina Rogers	10%	\$3,354
Financial Services	AP and AR	1%	\$1,458
<b>Total</b>			<b>\$76,734</b>

**Attachments:**

- Program Narrative
- Budget

## Program Narrative

*“Today, the work I do with members of law enforcement on the relationships that have been built through the tearing down of those dividing lines. We have become colleagues and collaborators who are committed to finding creative solutions for serving our community.*

*Familiar Faces is unlike any program I have ever heard of. It utilizes the strengths and skills that have been born of my experience with the criminal justice system, and with substance abuse disorder, to help direct some of the most “challenging” members of our community into ways of living that no longer drain the resources of our police force and community at large. The Familiar Faces program depends on an entire team of individuals from vastly diverse backgrounds to achieve the amazing outcomes that have been demonstrated thus far.”*

**Familiar Faces Peer Melissa McKee**

## Essential Stakeholders (A)

### **Law Enforcement – Olympia Police Department**

**Contact:** Chief Aaron Jelcick, Interim Chief of Police

**Participation in Program:** Host Familiar Faces Stakeholder meetings at OPD. Support, collaborate coordinate with Downtown Walking Patrol Sgt, Neighborhood Policing Sgt, and Corrections Sgt – in Familiar Faces staff meetings and client communication.

**Responsibilities to the Program:** Ensure that the LEAD principles are adhered to and include officer and front-line supervisor “ownership” in program; operational design and engagement of Familiar Faces clients to peer navigators.

**Resources contributed:** OPD office space for Familiar Faces Program Manager

\*additional info in grant narrative

### **Harm Reduction Practitioners – Interfaith Works (IFW)**

**Contact:** Meg Martin, Executive Director Interfaith Works

**Participation in Program:** Open invitation to Familiar Faces Stakeholder meetings, continued communication flow between Familiar Faces peers and IFW staff

**Responsibility to the Program:** Ensure that the Familiar Faces program continues to adhere to a harm reduction model.

**Resources contributed:** Familiar Faces staff to participate in IFW trainings on harm reduction, trauma informed care and other trainings facilitated by IFW.

### **Local Government – City of Olympia**

**Contact:** Keith Stahley, Olympia Assistant City Manager

**Participation in Program:** City Mitigation Site Manager to attend Familiar Faces Stakeholder meetings and coordinate with Mitigation site Familiar Faces Peer, information and coordination with City Downtown Ambassadors and Homeless Outreach Coordinator.

**Responsibility to the Program:** City Mitigation Site Manager will be responsible for coordinating with Familiar Faces Peer to help facilitate mitigation site client’s connections to services and transition clients out of the Mitigation Site to transitional housing and permanent supportive housing.

**Resources contributed:** Coordination and support of City Downtown Ambassadors and coordination with City Homeless Outreach Coordinator to assist Familiar Faces Peers working in encampments to make connections to individuals and services.



**Public Safety Advocate – TCOMM 911**

**Contact:** Keith Flewelling, Executive Director TCOMM 911

**Participation in Program:** Attend Familiar Faces Stakeholder meetings and continue to coordinate referrals made by dispatchers to the Familiar Faces Team.

**Responsibility to the Program:** Connect Familiar Faces clients when calling 911 to their Familiar Faces Peer Navigator.

**Resources contributed:** Cross-training opportunities at TCOMM for new Familiar Faces Peers and Program Manager.

**Community Based Organization – Community Action Council (CAC)**

**Contact:** Kirsten York, Director of Family Services

**Participation in Program:** Attend Familiar Faces Stakeholder meetings and have Familiar Faces Program Manager attend CAC monthly. Coordinate supportive housing and employment services for Familiar Faces clients.

**Responsibility to the Program:** Connect Familiar Faces clients with Vulnerable Index packet, Coordinated Entry information, Supportive Housing and Supportive Employment Services at CAC.

**Resources contributed:** Familiar Faces staff access to RAGIC – the online housing database.

**Prosecutors – City of Olympia Prosecuting Attorney’s Office**

**Contact:** Rocio Ferguson, Prosecutor

**Participation in Program:** Attend Familiar Faces Stakeholder meetings, and if unable to attend agree to stay up to date on Familiar Faces client activity by weekly monitoring the client contact list and narrative.

**Responsibly to the Program:** Information sharing regarding upcoming court dates and Community Court options. Dedicated to transparency in program functionality and flow of information to other City partners including the Olympia Police Department and the Familiar Faces Program Manager and Peers.

**Resources contributed:** Court dates, case coordination with other jurisdictions and treatment court options.

**Civil Rights Advocates – Thurston County Public Defense**

**Contact:** Larry Jefferson, Thurston County Public Defense, Senior Defense Attorney, Felony Supervisor

**Participation in Program:** Attend Familiar Faces staff meetings and offer legal advocacy and guidance to Familiar Faces clients. Offer coordination with Olympia Police Department for clients incarcerated in Thurston County Sheriff’s Office Jail.

**Responsibly to the Program:** Transparency in program functionality and flow of information to other County partners.

**Resources contributed:** Offer guidance regarding legal challenges that may face Familiar Faces clients. Legal advocacy, guidance and research in mental health areas that Familiar Faces clients may not normally have access to.

**Civil Rights Advocates – City of Olympia Pubic Defense**

**Contact:** Diane Whaley, Public Defense Coordinator/Community Court Executive

**Participation in Program:** Attend weekly Familiar Faces Stakeholder meetings and keep current with client activity lists and contacts.

**Responsibility to the Program:** Open the channel of communication and increase the amount of information that both the public defense case manager and public defenders have on specific frequent utilizers. In turn, personnel in Community Court share information with the Familiar Faces peers.

**Resources contributed:** Community Court will continue to coordinate with the City of Olympia Prosecutors Office and the Familiar Faces peer navigators with alternative treatment options for Familiar Faces clients.

**Public Health Expert – Providence Saint Peter’s Hospital**

**Contact:** Sue Beall, SWSA Director Behavioral Health

**Participation in Program:** Providence St Peter Hospital Community Care MHP will represent as Public Health Expert at Familiar Faces Program stakeholder meetings.

**Responsibility to the Program:** Share a commitment to common goals and have a long history of collaboration with individuals who frequent the downtown Olympia Community Care Center and St Peter Hospital Emergency Department.

**Resources contributed:** Provide guidance to Familiar Faces clients in behavioral health systems and connect clients to appropriate resources at Providence St Peter Hospital and Community Care Center.

**Organization led by and representing Individuals with past justice system involvement – Catholic Community Services (CCS)**

**Contact:** Gabe Ash, MHP and Supervisor Familiar Faces Program

**Participation in Program:** Contracted social service provider for Familiar Faces program. Hires and trains all CCS staff.

**Responsibility to the Program:** Lead program facilitator. Coordinate weekly Familiar Faces stakeholder meetings and coordinate care for Familiar Faces clients.

**Resources contributed:** Transportation, office space, client resources,  
\*see grant narrative for details

**Additional Supporters**

**Individuals with past justice system involvement**

**Contact:** Melissa McKee (Familiar Faces Peer)

**Individuals with past justice system involvement**

**Contact:** Keith Whiteman (Familiar Faces Peer)

**Organization led by and representing Individuals with past justice system involvement Post-Prison Education Program**

**Contact:** Ari Kohn

**Faith-based support (Olympia First Baptist, Reality Church, New Bridge Community Church and Emmanuel Bible Fellowship)**

**Contact:** Theo Yu

**Public Safety Advocate – Thurston County Law and Justice Council**

**Contact:** Patrick O’Connor and Jon Tunheim

**Community Based Organization – Olympia Downtown Alliance**

**Contact:** Todd Cutts, Executive Director

## Project Personnel

### **Olympia Police Department Downtown Walking Patrol**

OPD sergeant and officers working Walking Patrol will be working directly with the Familiar Faces Program. OPD officers assigned to the Walking Patrol specifically requested the position and understand the goals of relationship and trust building within the position. Sgt. Amy King supervises the OPD Walking Patrol and bring over 20 years' experience to the position.

#### OPD Walking Patrol Officers

- Sgt. Amy King
- Officer C. Edwards
- Officer J. Reisher
- Officer E. Tomisk
- Officer J. Sola
- Officer J. Theis
- Officer P. Hutnik

### **OPD Neighborhood Policing Unit**

OPD sergeant and officers working in the Neighborhood Policing Unit will be working directly with the Familiar Faces Program. OPD officers assigned to this unit specifically apply for these positions and understand the goals of relationship building and community engagement required with these positions.

#### OPD Neighborhood Policing Unit

- Sgt. Paul Frailey
- Officer Kory Pearce
- Office George Clark

### **OPD Corrections Department**

- Sgt. Ren Emerson (acting Lt)

### **OPD Outreach Services Coordinator**

- As Outreach Services Coordinator for OPD, Anne Larsen (MPA) manages the Crisis Response Unit and the Familiar Faces program.

### **Catholic Community Services**

#### **CCS Supervisor**

Program Supervisor, Gabriel Ash (MSW, MHP) is a Mental Health Professional and will provide oversight of the program.

#### **CCS Program Manager**

The Familiar Faces Program Manager serves as an inspirational and insightful leader, responsible for all service provided by the Familiar Faces Program. The Program Manager is the

key person responsible for assuring excellent collaboration and communication with program partners at the Olympia Police Department (OPD). They will communicate daily with OPD staff and will speak to OPD staff on an individual and group basis as needed. They will also be supervising staff who will be providing direct client services. The Program Manager will help Peer Navigators work towards improving the lives of the clients, help clients connect to concrete resources including housing, reduce the negative interactions that clients have with law enforcement, emergency services, businesses, etc.

### **CCS Mental Health Professional**

The Familiar Faces Program will add a Mental Health Professional (MHP) to the team to assist the Familiar Faces Peers in service planning, referrals, and responding to crisis calls. While the clients in the Familiar Faces Program suffer from chronic behavioral health conditions, there are also times of acute crisis where the experience and education of an MHP will be deployed. The MHP will work as part of a team with Familiar Faces Peers, the Olympia Police Department and local social service agencies in providing outreach and engagement services to engender trust and instill a sense of hope. This is a professional position that will also provide case management services including intake evaluation and assessment to determine need for referral to medical providers, alcohol/drug screening and referral and brief intervention, referrals to family treatment, referrals to group treatment services, referrals to individual treatment services counseling and case management.

### **CCS Downtown Peer Navigators (Keith Whiteman and Melissa McKee)**

The role of the Downtown Peer Navigators is to work together with the Familiar Faces Program Manager and OPD officers to help Familiar Faces clients integrate into the community and build linkages to community resources. Keith and Melissa provide non-judgmental and unconditional support to clients and develop customized approaches to fit the client's uniqueness, personality, culture and interest. Peer Navigators utilize motivational interviewing skills to individualize case management plans, connect and guide the clients through supportive services, and transition services to natural and other community supports. At a minimum, Peer Navigators are recognized as a Peer Specialist by DBHR or have the ability to obtain that status within 3 months.

### **CCS Re-Entry Peer Navigator**

The role of the Re-entry Peer Navigator is to work together with the Familiar Faces Program Manager and OPD Corrections officers to help Familiar Faces clients re-integrate into the community and build linkages to community resources. The Re-entry Peer will provide non-judgmental and unconditional support to clients and develop customized approaches to fit the client's uniqueness, personality, culture and interest. The Re-Entry Peer Navigator will utilize motivational interviewing skills to individualize case management plans, connect and guide the clients through supportive services, and transition services to natural and other community supports. At a minimum, Peer Navigators are recognized as a Peer Specialist by DBHR or have the ability to obtain that status within 3 months.

### **CCS Mitigation Site Peer Navigator**

The role of the Mitigation Site Peer Navigator is to work together with the Familiar Faces Program Manager and the City's Mitigation Site Staff and Homeless Outreach Coordinator to help Familiar Faces clients create a path out of the Mitigation Site into the community and build linkages to community resources. The Mitigation Site Peer will provide non-judgmental and unconditional support to clients and develop customized approaches to fit the client's uniqueness, personality, culture and interest. The Mitigation Peer Navigator will utilize motivational interviewing skills to individualize case management plans, connect and guide the clients through supportive services, and transition services to natural and other community supports. At a minimum, Peer Navigators are recognized as a Peer Specialist by DBHR or have the ability to obtain that status within 3 months.

#### **CCS Neighborhood Police Unit Peer Navigator**

The role of the Neighborhood Police Unit Peer Navigators is to work together with the Familiar Faces Program Manager and City of the OPD Neighborhood Police Unit officers and sergeant to help identify Familiar Faces clients create a path into the community and build linkages to community resources. The Neighborhood Police Unit Peer will provide non-judgmental and unconditional support to clients and develop customized approaches to fit the client's uniqueness, personality, culture and interest. The Neighborhood Police Unit Peer Navigator will utilize motivational interviewing skills to individualize case management plans, connect and guide the clients through supportive services, and transition services to natural and other community supports. At a minimum, Peer Navigators are recognized as a Peer Specialist by DBHR or have the ability to obtain that status within 3 months.

#### **CCS Roving/Encampment Peer Navigator**

The role of the Roving/Encampment Peer Navigator is to work together with the Familiar Faces Program Manager and City of Olympia Homeless Outreach staff and Code Enforcement team to help Familiar Faces clients create a path out of encampments into the community and build linkages to community resources. The Roving/Encampment Peer will provide non-judgmental and unconditional support to clients and develop customized approaches to fit the client's uniqueness, personality, culture and interest. The Roving Encampment Peer Navigator will utilize motivational interviewing skills to individualize case management plans, connect and guide the clients through supportive services, and transition services to natural and other community supports. At a minimum, Peer Navigators are recognized as a Peer Specialist by DBHR or have the ability to obtain that status within 3 months.

#### **OPD Crisis Response Unit (CRU)**

The Crisis Response Unit (CRU) Funded by the Public Safety Lev is a mobile, high-functioning team capable of providing emergency mental health and substance use disorder services to Olympia community members experiencing crisis. CRU is staffed by behavioral health specialists and provide free, confidential and voluntary crisis response assistance. The goal of the CRU team is to address the behavioral needs of our community members in crisis with the goal of

connecting individuals in crisis to social services and divert from jail or the hospital. The CRU team operates 7 days a week, from 0700 – 2100 and are on police dispatch. The CRU team works on foot and has a modified Sprinter van to provide mobile outreach and transportation. In the first six months of operations, the **CRU team made over 3000 contacts** in the first 9 months of operation with individuals in Olympia.

### Program Need (B)

Homelessness is the most significant and urgent issue of public concern facing Olympia. In recent years, Downtown Olympia has seen increased homelessness - specifically, a spike in street homelessness and homeless encampments throughout the City. Although homelessness in itself is not a crime, law enforcement is the often first to be called to respond to concerns and behaviors surrounding homelessness. The City is dedicated to addressing the issue of homelessness and OPD plays an important role in addressing this complicated and growing problem. **City of Olympia Homelessness website:**

<http://olympiawa.gov/community/homelessness.aspx>

In May of 2018, a survey of OPD staff was conducted asking questions regarding homelessness, mental illness, substance use and poverty. Just over forty percent of OPD officers and staff completed the online survey and the below information captures a snapshot of the information obtained.

- Almost 42% of OPD officers replied that they encountered a high utilizer (Familiar Face) in crisis 15 or more times during a typical work week
- Over 63% indicated the cause of crisis as a combination of mental illness, substance use disorder, poverty and homelessness
- 53% of officers indicated dayshift as the time of day most crisis calls come in
- 63% of officers indicated that 75% of the individuals in crisis are also homeless
- The most immediate need indicated by 60% of officers was mental health counseling.
- Over 77% of officers indicated that 50% or more of individuals in crisis also have a non-emergency medical issue

In January 2020, a survey was sent out to the current OPD Walking Patrol Officers and OPD Neighborhood Policing Officers about the Familiar Faces Program. Below are the results. It should be noted that there is veteran patrol officer that just transferred to the Neighborhood Policing Unit – he is the outlier and we look forward to tracking if his perspective of the program changes over time.

**Question 1:** Has the Familiar Faces program changed the quality of our Departments contact with members of our community (more or less non-enforcement contact)?

Answer:

- Yes, less law enforcement need – 89%
- Yes, more law enforcement need – 11%

**Question 2:** What barriers exist for individuals in Olympia attempting to achieve stability?

- Housing: 33%
- Career Opportunities: 0%
- Access to Services: 0%
- Addiction: 56%
- All of the Above: 22%
- Other (mental illness, being too sick, lack of desire) 56%

**Question 3:** How often do you work with the Peers/Familiar Faces Program?

- Daily – 22%
- 1-2 times/week – 56%
- Once a month – 11%
- Never – 11%

**Question 4:** On a scale of 1-10 what is your impression of how successful the Familiar Faces Program has been at serving the most vulnerable in our community?

- 5 – 22%
- 7 – 11%
- 9-22%
- 10 – 45%

**Question 5:** How willing are you to make referrals to Familiar Faces when you encounter our most vulnerable community members day-to-day?

- Not willing – 0%
- Willing – 11%
- Very willing – 45%
- Already doing - 11%
- Not enough staff – 33%

The latest survey sent out to the City's Parking and Business Improvement Area (PBIA) indicated that out of 92 respondents "Impacts of Homelessness and Street Dependency" (76) and "Customer perceptions of Downtown being unsafe" (70) were the two highest concerns. (<https://www.surveymonkey.com/results/SM-7VPTWM78L/>)

Since the rollout of the Crisis Response Unit and the Familiar Faces Program, both programs have been highlighted by various media outlets and recognized for their work. Collaborating with all of our City partners and working closely on homeless response plans and programs, OPD recognizes that there needs to be various responses to the individuals we serve and that



the Familiar Faces Program plays a vital role in not only the success of its participants but the City as a whole. When community members are stable the City is a much calmer environment.

Addressing community members in mental health and behavioral health crisis has been a critical need for OPD officers. The City of Olympia passed a Public Safety Levy in November of 2017, which provides funding for OPD Walking Patrol, Crisis Response Unit, Neighborhood Police Officers and Community Court. Additionally, the City hired a Homeless Outreach Response Coordinator in 2018 to help address the City's growing number of unsheltered community members and street dependent citizens. With growing demand on City resources, two additional staff were hired to help address the City's unsanctioned encampments and increasing numbers of community members without adequate housing. Additionally, the City of Olympia passed the Home Fund in February, 2018 funding long-term supportive housing. With the addition of Peer Navigators, a Program Manager and Mental Health Professional working with Familiar Faces, OPD is in a position to have a real impact on homelessness and mental illness because of the combined efforts. Funds and focus the City is leveraging around these is a result of the relationships that OPD Officers have with the City's Familiar Faces community members. Law enforcement often understands better than most when an individual is starting to decompensate, their good days and bad days, activities and history. OPD has seen firsthand the power an officer can have in turning the ship for individuals. Replicating that has always been our goal with the Familiar Faces Program.



Encampment underneath the 4<sup>th</sup> Ave Bridge in Olympia, January 2020

In the past year many of our Familiar Faces clients been either detained by a Designated Crisis Responder (DCR) and held at an Evaluation and Treatment Center (locked facility) or incarcerated at the Olympia Municipal Jail or Thurston County Jail. Because of our strong



relationships with correction officers and staff we are always able to visit with our participants, which is a big deal to them. Everybody likes a visitor and time away from the streets or shelter can be very isolating. It's these times that many of our participants really feel the commitment we've made towards them – to stand with them no matter what. It's because of this valuable lesson learned in the first year of the Familiar Faces Program that we are excited about the opportunity to expand our Familiar Faces Program to reach more community members.



OPD Neighborhood Police Unit Sgt. Paul Frailey and Familiar Faces Peer Keith Whiteman

*"I've had great experiences working with Keith over the last year in our efforts to help MC. MC was incarcerated for repeated phone calls to dispatch related to his mental illness. I've worked with MC for the past few years in attempts to mitigate these issues and keep him out of jail. When MC was eventually arrested and held for an extended period of time, it put me in a very difficult spot. As an officer working for the department that arrested him, the resources I could offer him became limited.*

*Fortunately, I had the opportunity to work with Keith of Familiar Faces. Keith brought a completely new perspective to the issue thanks to his unique life experiences and knowledge of social services. Keith and I worked together to support MC during his incarceration and connect him with resources on the outside. Keith's efforts were instrumental in transitioning MC back into society. Without Keith, I am certain MC would either still be in jail or would have been moved to a less ideal alternative. Keith quickly built a trusting relationship with MC and continues to help him navigate the challenges his mental illness presents.*

*I am incredibly thankful for the Familiar Faces program and Keith. As Law Enforcement Officers, we seek ways to make positive differences in the lives of our community members. Unfortunately, the responsibilities and expectations of our profession sometimes create barriers to our ability to effectively*

*guide needing individuals through the world of social services. Our partnership with Familiar Faces solves this problem. I strongly feel that expanding the Familiar Faces team with more selfless, noble members like Keith Whiteman will be a great benefit to our community in Olympia.”*

**Sgt. Paul Frailey, OPD Neighborhood Police Unit**



Familiar Faces Peer Melissa McKee and OPD Downtown Walking Patrol Sgt. King

*“We saw her everyday often in the same spot but never too far away. Sometimes we had to wake her up, sometimes we just tried to say hello. No matter the reason our attempts were always met with yelling, screaming and accusations that clearly made perfect sense only to her. By the time Familiar Faces (FF) started she was a regular.*

*We hoped for a simple thing like learning her name, the beginning of trying to learn her story and what role we might play in this chapter. We backed off and tried just saying “hello” as we passed. Somedays it worked and somedays our hello fired up an unleashing of angry response. We regularly received calls about her behavior, the yelling, the screaming, the conversations with people only she could hear or see. Knowing that showing up would only escalate things we would observe from a distance, still puzzled about who she was and how we could help.*

*We persisted with the casual hello’s in passing which became more and more tolerable and sometimes even met with a reciprocated hello or good morning. A couple times we dared ask her name. We heard*

*“Jazzy” and “Bethany” and “Eaglehawk” or “God”. Jazzy is what stuck. She settled into a more predictable routine, sleeping in front of the same building most nights and on most days getting herself up and going before we made our daily rounds. On occasion we ventured to ask if she needed anything. It was too much and not met with acceptance or appreciation. Her days were spent walking the same several blocks, over and over and over stopping at each trash can taking what she viewed as valuable and leaving the rest until she came back around again.*

*One weekend while driving into town from my residence miles away from downtown as I looked ahead, I recognized the gait and the cart and knew it was Jazzy looking in trashcans at the end of driveways, miles away from her regular downtown blocks. I passed her and pulled over, concerned for her safety calling CRU and asking them to come out and offer assistance; assistance I knew would likely be declined. It was. When I returned to work on Monday, she had returned to downtown.*

*At some point in this, FF started, and we had introduced them to Jazzy. We told them as much as we knew which was mostly nothing. Initially Charlie began checking in with her daily. Offering help and trying to catch a glimpse of who might be inside the ravaged exterior we saw each day. Charlie moved to CRU and Melissa came on as a new FF. She absorbed Jazzy onto her caseload and began the long, slow work where Charlie left off. We all continued keeping eyes on her, reporting anything that might be helpful in figuring how to best serve her.*

*Melissa reported some particularly poignant moments where once Jazzy accepted a jacket and then, a pair of pants a cup of coffee and then...a hug. This felt momentous for us all. Listening each week to Melissa update the team on her latest interactions with Jazzy was inspiring as Melissa has the sweetest and most intuitive approach. As Jazzy no longer yelled and screamed, businesses stopped calling about her behavior and started calling after noticing the wheel on her cart she pushes around each day was broken. They wanted to buy her a new one but didn't know how to go about giving it to her or if she would even take it. Melissa was the right person to broach the subject. Jazzy agreed to accept a new cart and even specified the precise one she wanted, one exactly like what she had. Jazzy got a new cart.*

***We saw progress. Having re-defined what success (a much need re-definition) looks like, we saw success.*** *And as the days and weeks and seasons passed, we kept saying hello, Melissa kept looking for opportunities to engage, driving downtown on Christmas morning to deliver an item Jazzy earlier said she was willing to accept.*

*Although we knew we were making progress, seeing success the truth is that we still didn't know her story or her name. She still had lots of conversations with people only she sees and hears, she was still sleeping on the street and somewhere presumably maybe someone was wondering about her. Maybe someone knew her story and knew her name.*

*As the year came to an end, officers responded to a call at the downtown McDonald's for a female acting disorderly and refusing to leave when asked. Two officers, both on overtime responded and encountered Jazzy but neither of them knowing it was Jazzy or knowing she is a FF client. Jazzy was uncooperative and continue to refuse to leave. She was arrested and booked nearby at our municipal jail.*

*The following day as Lt. Emerson and Gabe (CCS Supervisor) were connecting with another client in the jail and walked by Jazzy's cell inadvertently looking inside as they passed. They stopped realizing it was*

*Jazzy. Jazzy who had been fingerprinted and was actually Trina. They sounded the call to Melissa and the team. Jazzy was in jail. Jazzy is Trina.*

*Having visited her in jail Melissa assured Trina she (Melissa) wasn't going anywhere; she was in for the long haul. Melissa and I met, and I began using my resources to uncover Trina's story. What we uncovered was that Trina had been missing for 4 years. She had been housed with her boyfriend of 10 years and worked as a custodian at the same job for five. She had struggled with bi-polar and developmental delays taking medication to manage her illness. And time went on the medication likely needed to be changed or maybe Trina missed a dose or two. Either way family began to see some concerning signs and sought help. In each instance she was released only hours later with no real intervention. As she continued to deteriorate in her illness, her Dad died, likely delivering the final blow to her fragile mind. Trina came running out of her house, screaming to her boyfriend about things in the house, that only she could see and left running down the street. He went after her, but she had disappeared wearing only the clothes on her back and a forgotten cash card in her pocket. He filed a missing person complaint and later discovered the card had been used at a restaurant, so he went there looking for clues, but none were found. He made posters and put them up for the next year but there was nothing. He died in 2017.*

*Melissa and I had found Trina's mom, 87 years old and in poor health. At times she sobbed coming to the realization that her little girl has been sleeping on the street and so incredibly ill that she didn't know her name. At times she cried, tears of joy that her little girl had been found, hope that she would get help and anticipated joy of being reunited.*

*As of this writing criminal charges have been dropped. Trina has been detained and is at a hospital receiving much needed care. Just today Melissa reported impressive signs of Trina making eye contact, sharing food with her, being open to being housed and making one small statement about her life before this one. Her story isn't over and I'm confident in the acknowledgments in her book, Melissa's name will be in bold. " Sgt. **Amy King, OPD Walking Patrol Sgt.***

## Program (D)

Through 12 years of providing housing services in Thurston County that began with the opening of Drexel House, CCS has been able to establish collaborating relationships with many service providers in Olympia and Thurston County. CCS connects Drexel House residents to services including BHR, SeaMar, Interfaith Works, Salvation Army, Veterans Affairs, Thurston County Veterans Assistance Fund and others. In addition, they collaborate with other providers to serve their homeless veterans and permanent supportive housing residents in Thurston County Mental Health Court and Thurston County Veteran's Court. CCS collaborates with each of these agencies on an individual basis based on the needs of each resident. CCS plans to leverage each of these working relationships to help support the Peer Navigators in their work with the Familiar Faces participants.

The efforts of the CCS Program Manager and Peer Navigators will also be coordinated with additional behavioral health and chemical dependency organizations based on the level of services needed and in support of client choice which allows for greater outcome success.



Community engagement is a key component of the work that OPD officers and staff are involved with. In 2019 OPD officers attended hundreds of events were active members on numerous roundtables, taskforces, and teams. With Sgt. King dedicated to Walking Patrol and Anne Larsen as Outreach Services Coordinator, Olympia community meetings regarding issues related to homelessness, mental illness, and substance use, have an OPD representative engaged at every meeting.



*“As far back as I can remember (since I was a young child) it was drilled into my brain that “unless someone is dying in front of you, you never call 911.” That lesson that I learned very early in life stuck with me up until pretty recently. You see, throughout my life when the police were called it meant that someone that I cared about or loved was most often going to be taken away in handcuffs and not be seen or heard from for a significant period of time. This socialization process took place over many years; it took place in the free world as well as institutions and it was just the way it was. I simply did not know any other way.*

*Today, I get to work with some of the most amazing human beings that I have ever met, and they just happen to be Police Officers. On a daily basis I find myself collaborating with the Police Department to get people into treatment, detox, mental health/drug court, housing, and shelter programs. Oftentimes our clients end up in places that are not easily accessible, such as Western State Hospital; at times like this it’s the relationships that the Olympia Police Department has built that allow us to access our clients promptly in their darkest hours. It’s becoming clearer every day that in order to reach the population*

*that we are working with we need to work together and in doing so we are changing the culture of Law Enforcement as well as the culture of formerly justice system involved peoples. "*

### **Familiar Faces Peer Keith Whiteman**

### Client Success



Client JR with Sgt. Ren Emerson and Corrections Officer JJ Roberson

### Client JR in a snapshot

- Physically disabled
- Trauma History
- Substance Use Disorder
- History of multiple overdoses
- Aggressive/Assaultive behavior
- In-Patient Treatment 1/18/19 through 3/15/19
- Inpatient Treatment 5/15/19 through 8/7/19
- Exclusion order from Downtown Olympia

- Nominated for the Phoenix Award (Behavior Health Resources)
- Awarded “Rockstar Recognition Award” from Familiar Faces Team
- Paid off court fines
- Traveled home (Midwest) for the holidays and stayed sober
- Currently living in sober housing in Mason County
- Working towards housing in Thurston County

### **Arrests with OPD officers**

10/31/2009 -4/12/19\*

- **13 arrests** before Familiar Faces
- **4 arrests** after Familiar Faces intervention

*\*JR lived out of state between 2010 and 2017. In November of 2010 JR was in a serious train accident which resulted in the loss of both of his arms. He went back to the Midwest to recover.*

**Charges Include:** Assault 3, Pedestrian Interference, Malicious Mischief, Urinating in Public, Criminal Trespass, Drinking in Public - **Use of Force: 2**

### **Referrals to Social Services:**

- Social Security Benefit Card
- Mitigation site
- Telecare
- American Behavioral Health Services
- Northwest Resources
- Home and Community Services (HCS)
- Quixote Village
- Drexel House
- Newalk House
- Community Action Council
- DSHS
- Community Care Center

### **Familiar Faces Contacts:**

- 2018 -21 (November 26, 2018 – December 31, 2018)
- 2019 – 119
- 2020 – 5 (mid- January)



Client KF and OPD Walking Patrol Officer Eddie Tomsik

#### Client KF in a snapshot

- Drug and trauma history
- Dog with aggressive behavior
- Living in downtown Olympia
  - Unsanctioned encampments (B-Ave, Smart lot, 4<sup>th</sup> Ave bridge)
  - Streets, alcoves
  - Sanctioned encampment (Mitigation site)
- Hoarding Food
- Theft/Shoplifting
- Issues with time management & use of resources
- Urgent need for surgery (cancer diagnosis)
- Meal delivery during recovery
- Protection order (KF against neighbors)
- Discharged from Intensive Outpatient Treatment for lack of participation
- Dog neutered and muzzle purchased

KF was homeless, living on the streets, kicked out of the Mitigation Site and trespassed from multiple downtown resources/service providers. In the first three months of becoming a Familiar Faces client KF went to detox, moved into permanent supportive recovery housing, connected with a caregiver and made all assigned Community Court appointments.

**Arrests:** Client KF had 2 arrests before becoming a Familiar Faces client (LE activity starting 1/26/2017). No arrests after Familiar Faces. It should be noted the law enforcement had daily contact with KF (multiple times per day) before becoming a Familiar Faces client.



### Referrals:

- Community Care Center
- Purple Heart Rescue (dog trainer)
- Northwest Resources
- Community Court
- Pinnacle Peak
- Prosperity Wellness Center
- Prison Pet Partnership
- Unitarian Congregation
- Medical appointments
- 

### Familiar Faces Contacts:

- 2019 – 100
- 2020 – 2 (mid- January)



OPD Downtown Walking Patrol Sgt. Amy King and Familiar Faces Client MC

### Client MC in a snapshot

- Declining health and mental state since loss of family member
- Mental illness
- Repeated calls to dispatch and other first responders
- Release and reoffend
- Loses housing with Behavioral Health Resources
- Deemed incompetent
- Restored at Western State Hospital

- Trueblood participant in Thurston County
- Restraining order with daughter removed
- Housed at Plum Street Village

**Law enforcement activity starting in 1994.**

**Arrests:** 55 arrests before Familiar Faces, 2 arrests after becoming a Familiar Faces client

**Charges to include:** DUI, telephone harassment, intimidating phone calls, drug paraphernalia, drinking in public, trespass, harassment, and assault.

**Identify best and evidenced based practices that will be utilized -E\_**

Working with identified chronically homeless individuals who can often be service-resistant, especially those who experience both mental illness and substance abuse, takes incredible tenacity. OPD Walking Patrol Officers and CCS Peer Navigators will gain results that programs can only achieve through trust-building and constant, consistent contact through dedicated outreach. The consistency in OPD Walking Patrol officers making contact with Familiar Faces participants, constant and reliable contact through Peer Navigators and supervisory directions from CCS and OPD program managers will foster a program that allows for lasting results.

Engaging homeless communities can be challenging and requires perseverance. All OPD Walking Patrol officers made the deliberate choice to work in Walking Patrol and understand that traditional “success” in law enforcement (arrests, clearing calls, etc.) will not be measured in Walking Patrol. Success will be measured in numerous small victories for the Familiar Faces participants such as; recovering from various setbacks, long-term stabilization, reconnection to family and reentry as a thriving community member.

Peer Navigators and OPD Walking Patrol will be dedicated to making dozens of contacts with our Familiar Faces community members before trust is built and lines of communication are open. OPD Walking Patrol Officers understand and are ready to experience resistance from Familiar Faces community members.

The City of Olympia is home to various and competent service providers that offer vital resources such as housing, food stability, non-emergent medical care, employment development and behavioral health resources. Partnerships with these social service providers will be vital to the success for the Familiar Faces participants. This program will allow for the focused and relentless attention that the Peer Navigators, OPD Walking Patrol Officers and City staff can provide to Familiar Faces participants. Peer Navigators will join Familiar Faces participants as they connect and access resources and services. Often the most service resistant individuals need a companion to attend appointments and services with them, the Peer Navigators in the Familiar Faces Program will do that.

For Familiar Faces community members who participate in this program, release of information would be obtained in order to access of their diagnosis from their behavioral health or substance use provider (Behavioral Health Resources, Northwest Resources, Adult

Behavioral Health Systems, Telecare, Providence, SeaMar, etc.) if they have one. Peer Navigators are trained to identify possible behavioral health and substance use issues. If behavioral health or substance use issues are identified, the Peer Navigator would help Familiar Faces participants connect to an appropriate provider in order for an assessment and diagnosis to be completed. The program will seek to create and follow a coordinated treatment plan that takes into account other wrap-around services they may already be receiving. If the Familiar Faces participants is not receiving other wrap-around services, this program will help them identify and connect with those services based on their needs.

**Evidence-based Practices Deployed by Familiar Faces Program:**

**Harm Reduction:**

<https://www.hri.global/what-is-harm-reduction>

**Peer Support:**

[https://www.samhsa.gov/sites/default/files/programs\\_campaigns/brss\\_tacs/value-of-peers-2017.pdf](https://www.samhsa.gov/sites/default/files/programs_campaigns/brss_tacs/value-of-peers-2017.pdf)

<http://www.mentalhealthamerica.net/sites/default/files/Evidence%20for%20Peer%20Support%20January%202017.pdf>

**Housing and Recovery through Peer Services (HARPS):**

<https://www.dshs.wa.gov/sites/default/files/BHSIA/dbh/Fact%20Sheets/HARPS.pdf>

All Familiar Faces participants will take the Patient Health Questionnaire (PHQ-9) upon intake. The PHQ-9 is a multipurpose instrument for screening, diagnosing, monitoring and measuring the severity of depression. The PHQ-9 incorporates the DSM-IV depression diagnostic criteria with other leading major depressive symptoms into a brief self-report tool. The tool rates the frequency of the symptoms which factors into scoring severity index. Question 9 on the PHQ-9 screens for the presence and duration of suicide ideation. A follow-up, non-scored question on the PHQ-9 screens and assigns weight to the degree to which depressive problems have affected the patient's level of function.

<https://www.integration.samhsa.gov/images/res/PHQ%20-%20Questions.pdf>

A PHQ-9 depression assessment will get an average depression score at the time of starting Peer Navigation Services and at the end of the grant year. The goal is to see a reduction in average depression scores. **SAMHSA sites a lower depression rating as a result of Peer**

**Support:** [https://www.samhsa.gov/sites/default/files/programs\\_campaigns/brss\\_tacs/value-of-peers-2017.pdf](https://www.samhsa.gov/sites/default/files/programs_campaigns/brss_tacs/value-of-peers-2017.pdf)

Service progress will be evaluated and staffed at weekly meeting with Familiar Faces Stakeholder meeting, a multi-disciplinary group that ensures that a range of social service and City partners are focused on homelessness in a coordinated, strategic manner. Every Tuesday morning at 9AM the team meets to review the Familiar Faces caseload.

## Detailed Timeline (F)

### March 15 -April 2020

- Post Neighborhood Policing, Mitigation Site, Re-entry, and Roving Encampment Peer Navigator positions with Catholic Community Services
- Post Program Manager position with Catholic Community Services
- Post Mental Health Professional position with Catholic Community Services
- Meet with Familiar Faces Stakeholder Group, strategize implementation of four new peers into program
- Identify initial Neighborhood Policing, Mitigation Site, Re-entry, and Roving Encampment Familiar Faces participants
- Interview Neighborhood Policing, Mitigation Site, Re-entry, and Roving Encampment Peer Navigators candidates
- Develop expanded Familiar Faces program policies
- Rent office space and order all necessary office supplies for program

### May 2020

- Hire Neighborhood Policing, Mitigation Site, Re-entry, and Roving Encampment Peer Navigators
- Hire Program Manager
- Hire Mental Health Professional
- Training for Neighborhood Policing, Mitigation Site, Re-entry, and Roving Encampment Peer Navigators including cross-training at TCOMM, OPD, and CRU.
- Training for Program Manager
- Training for Mental Health Professional
- Communication to internal and external stakeholders about expanded Familiar Faces Program
- Communication at all OPD briefings, introduction of Program Manager, Mental Health Professional, Neighborhood Policing, Mitigation Site, Re-entry and Roving Encampment Peer Navigators and expanded Familiar Faces program
- Peer Navigators connect with Familiar Faces participants

- Peer Navigators, Program Manager and Mental Health Professional attend and collaborate with local service providers at meetings such as the Vulnerable Index meeting held weekly at the Community Care Center (Providence)
- Monthly report due to WASPC and LEAD NSB

### **June 2020 – June, 2021**

- Peer Navigators are working closely with Familiar Faces participants
- Program Manager Facilitating weekly Familiar Faces Stakeholder meetings, ensuring capacity for Essential Stakeholders and capacity for expanded client list
- Weekly Familiar Faces Stakeholder meeting staffs Familiar Face client's caseloads
- Monthly report due to WASPC and LEAD NSB
- Identification of barriers and create strategies to address needs of Familiar Faces participants
- Identification of caseload capacity and potential overbooking of Essential Stakeholders

### **Challenges and Resolution**

#### **Familiar Faces participants resistant to services**

- *Tenacity and consistent contact by Peer Navigators, OPD Walking Patrol Officers, OPD Corrections officers and City staff*

#### **Lack of appropriate shelter and permanent supportive housing**

- *Utilize available shelter beds at Drexel House, Mitigation Site and Union Gospel Mission, if appropriate.*
- *City of Olympia HomeFund which passed in February 2018 and continued advocating for affordable housing options in the City of Olympia and Thurston County.*
- *Continue to work with Coordinated Entry at Community Action Counsel for rapid re-housing funds and HEN (Housing and Essential Needs) funding.*

#### **Detainment (Evaluation and Treatment Centers)**

- *Peer Navigators will be contacted if a Familiar Faces participant becomes detained by a Designated Crisis Responder (formally CDMHP) and connect with participant at the treatment center.*

#### **Medically Fragile Participants**

- *Advocate for participants in medical settings and continue to monitor their medical health and connect them to medical providers.*



## Familiar Faces Clients (G)

In 2019, the Familiar Faces Program served 26 clients, with two Familiar Faces Peer Navigators. There were a total of 2,372 intentional contacts with clients. For the purposes of this grant, “intentional contact” indicates an interaction that is at least 25 minutes long, often hours long.

With the proposed expanded program, it is estimated that the Familiar Faces program could reach a total client list between 80-90 clients.



Client CB with OPD Sgt. Amy King, Walking Patrol Officers Javi Sola and Patrick Hutnik

The Peer Navigators will provide connections to supports and services that are desired by each individual Familiar Faces participants based on their client-driven service plan. They will also provide peer support counseling services with an emphasis on housing retention, providing advocacy, teaching symptom-management techniques and coordinating services with other behavioral health, substance use and medical providers. Skill teaching, ongoing assessment, coaching towards healthy relationships and other peer support services will be provided.

Services provided by the Peer Navigators will be an intensive, flexible community-based that provides mental health and substance use disorder treatment integrated with primary health care and life skills development. This comprehensive approach will center the participants’ self-determination and individual recovery goals. The Peer Navigators will also provide ongoing coordination with criminal justice system partners in order to support reentry and reduce incarceration and crisis system utilization. The following evidence-based and best practices will be used in this service delivery:

- Motivational Interviewing
- Permanent Supportive Housing from a Housing First Approach
- Assertive Outreach/Engagement
- Trauma-Informed Care
- Harm Reduction
- Integrated Care and Care Coordination
- Culturally Responsive Services

Familiar Faces participants will be referred into the program by the Familiar Faces Partner Group. Variables, including contact with OPD Walking Patrol, Downtown Ambassadors, and Vulnerable Index score will determine who is designated a Familiar Faces participant.

### **Step: 1**

#### **Welcome, Engage, and Assess**

- Dialogue with clients and relate personal experience that will assist in relationship and trust building
- Assess and review the client's ability to communicate their own position and preferences
- Reassure and communicate hopefulness "that they are not alone"
- **Stabilizing Interventions:** Housing assistance, detoxification services, medical care and mental health treatment

### **Step: 2**

#### **Individualized Case Management**

- Assist client in assessing options
- Reach agreement with clients about activities that will contribute to healing and support and communicate that to others
- Provide a range of supportive/helpful interventions and activities as agreed to with the participant and documented in their case management plan
- Adapt activities and interventions to enhance focus on strengths, needs and creativity without changing the basic nature of the case management plan
- Assist participants in analyzing progress toward vision and goals and encourage feedback
- Communicate ideas by using own life as a learning and teaching tool
- Communicate progress and concerns to Familiar Faces Partner Group
- **Prosocial Interventions:** Addiction treatment, reduce delinquent peer affiliations, develop prosocial regimen and structure, and address criminal thinking and adaptive problem-solving skills

### **Step: 3**

#### **Transitioning Services**

- Negotiate and facilitate transitioning to other services and natural support systems, working closely with participant each step of the way

- **Maintenance Needs:** Vocational or educational counseling, life skills training, relapse prevention therapy, long-term recovery services, relapse prevention therapy

Currently we track client engagement with a weekly client engagement spreadsheet and with a weekly client narrative to add supplemental information. The client engagement spreadsheet includes client AKA, client name, Monday – Friday contacts made, and the current location of the client.

The Familiar Faces Peers also keep case notes on each client and folders with important paperwork (copies of State IDs, housing paperwork, benefit paperwork, etc.)

### Data collection and Reporting (H)

All Essential Stakeholders and Familiar Faces personnel agree to comply with any data collection and reporting requirements that are established.



Arrest and Jail Alternatives Law Enforcement Grant Program  
 Budget Worksheet  
 Budget Period March 15, 2020 – June 30, 2020  
 (3.5 Months)

Budget Line Item	A. Grant Funds Requested	B. Secured Additional Funding	C. Total Program Value
1. Salaries and Benefits <i>(Applicant Agency only)</i>	\$0	\$76,734	\$76,734
2. Services and Supplies	\$0	\$0	\$0
3. Professional Services/Public Agency Contracts	\$0	\$0	\$0
4. Community-Based Organization Contracts	\$237,712	\$0	\$237,712
5. LEAD NSB Technical Assistance	\$4,375	\$0	\$4,375
6. Data Collection	\$0	\$0	\$0
7. Fixed Assets/Equipment	\$0	\$0	\$0
8. Other (Travel, Training, etc.)	\$0	\$0	\$0
<b>TOTALS</b>	<b>\$242,087</b>	<b>\$76,734</b>	<b>\$318,821</b>

A. Budget Narrative:

Olympia Police Department will contract with the Catholic Community Services for \$237,712.

LEAD NSB Technical Assistance \$4,375

Total \$242,087

Community Based Organization Contract Budget Line Item #4 Breakdown	Grant Funds Requested
1. Salaries and Benefits <i>(Contracted Agency only)</i> Program Supervision (8%) Program Manager (1 FTE) Peer Support (4 FTE) MHP (1 FTE) Support Staff (20%)	\$124,668
2. Services and Supplies (Computer, office supplies, desks, etc.)	\$18,000
3. Other (Travel, Training, Rent (prepaid 12 month lease), Communications, IT support, printer, etc.)	\$95,044
<b>TOTALS</b>	<b>\$237,712</b>

B. Secured Additional Funding: City of Olympia, Olympia Police Department - In Kind \$76,734

<b>Title</b>	<b>Name</b>	<b>Percent time on Project</b>	<b>Amount In Kind</b>
Crisis Response Program Manager	Anne Larson	30%	\$10,592
Sgt Walking Patrol	Amy King	20%	\$8,761
Walking Patrol	Officers	20%	\$52,568
Finance Coordinator	Gina Rogers	10%	\$3,354
Financial Services	AP and AR	1%	\$1,458
<b>Total</b>			<b>\$76,734</b>



## City Council

### Approval of a Resolution Authorizing an Interagency Agreement with the Department of Enterprise Services for Personnel Training

**Agenda Date:** 2/4/2020  
**Agenda Item Number:** 4.F  
**File Number:**20-0110

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

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#### **Title**

Approval of a Resolution Authorizing an Interagency Agreement with the Department of Enterprise Services for Personnel Training

#### **Recommended Action**

##### **Committee Recommendation:**

Not referred to a committee

##### **City Manager Recommendation:**

Move to approve the resolution authorizing an Interagency Agreement with the Department of Enterprise Services for Government-to-Government training and authorizing the City Manager to execute the agreement.

#### **Report**

##### **Issue:**

Whether to approve a resolution authorizing an Interagency Agreement with the Department of Enterprise Services for Government-to-Government training.

##### **Staff Contact:**

Marygrace Goddu, Senior Planner, Community Planning & Development, 360.753.8031

##### **Presenter(s):**

None - Consent calendar item.

##### **Background and Analysis:**

Government-to-Government training offered by the Governor's Office of Indian Affairs will provide a thorough and cost-effective one-day course for city staff, with the goal of fostering the spirit of cooperation and partnership in the continuing evolution of local-tribal relations.

##### **Financial Impact:**

The City's cost is \$2,000 for a full day of training for up to 25 people. The training would take place at City Hall.

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

---

**Attachments:**

Resolution  
Agreement

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON, APPROVING AN INTERAGENCY AGREEMENT BETWEEN THE CITY OF OLYMPIA AND THE STATE OF WASHINGTON DEPARTMENT OF ENTERPRISE SERVICES FOR PERSONNEL TRAINING.**

**WHEREAS**, the Department of Enterprise Services, Workplace Learning & Performance, Learning Solutions Team (DES) provides specialized personnel training to local agencies; and

**WHEREAS**, the Government to Government Training offered by the Governor's Office of Indian Affairs will provide a thorough, one-day session with the goal of fostering the spirit of cooperation and partnership in the continuing evolution of local-tribal relations; and

**WHEREAS**, the City of Olympia (City) wishes to provide this training opportunity to key officials and staff;

**NOW, THEREFORE, THE OLYMPIA CITY COUNCIL DOES HEREBY RESOLVE** as follows:

1. The Olympia City Council hereby approves the form of Interagency Agreement between the City of Olympia and Department of Enterprise Services for the Government to Government training and the terms and conditions contained therein.
2. The Interim City Manager is authorized and directed to execute on behalf of the City of Olympia the Interagency Agreement, and any other documents necessary to execute said Agreement, and to make any minor modifications as may be required and are consistent with the intent of the attached Interagency Agreement, or to correct any scrivener's errors.

**PASSED BY THE OLYMPIA CITY COUNCIL** this \_\_\_\_\_ day of February, 2020.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

APPROVED AS TO FORM:

  
\_\_\_\_\_  
CITY ATTORNEY

January 15, 2020

**INTERAGENCY AGREEMENT  
BETWEEN  
STATE OF WASHINGTON  
DEPARTMENT OF ENTERPRISE SERVICES  
AND  
CITY OF OLYMPIA**

**THIS AGREEMENT** is made and entered into by and between the Department of Enterprise Services, Workplace Learning & Performance, Learning Solutions Team, referred to as "DES" and the City of Olympia, hereinafter referred to as "AGENCY" pursuant to the authority granted by Chapter 39.34 RCW.

1. IT IS THE PURPOSE OF THIS AGREEMENT to provide training as per Attachment 1 - Schedule of Services and Compensation.
2. Agency's total cost for services contained in this Interagency Agreement - \$2,000.00
3. If any modifications to this agreement are needed, AGENCY must notify DES on or before cancellation date noted in Attachment 1 – Schedule of Services and Compensation. Modifications may incur additional cost to the AGENCY. Failure to notify DES by noted date may result in the AGENCY being charged the contracted amount.

NOW, THEREFORE, in consideration of the terms and conditions contained herein, or attached and incorporated by reference and made a part hereof, the above named parties mutually agree as follows:

**1. STATEMENT OF WORK**

DES shall furnish the necessary personnel and services and otherwise do all things necessary for or incidental to the performance of the work set forth in this Agreement

DES is responsible for:

- A. Assisting in the coordination and delivery of the classes listed in this Agreement;
- B. Providing the facilitator, who will bring all course materials, evaluation forms, and class roster or sign-in sheet for the class;
- C. Overseeing Contractor's contracts and related payments;
- D. Sending LMS generated participant confirmation letters, if pre-registered by the AGENCY;
- E. Updating participants' completions in the LMS if the agency provides participant personnel ID numbers.

AGENCY is responsible for:

- A. Prior to signing the agreement, the AGENCY is responsible for communicating any course customization needs with the facilitator;
- B. Providing reasonable accommodations if persons with disability are attending the class; per the EEOC Guidelines on Reasonable Accommodations, the AGENCY is responsible for providing reasonable accommodation requests to support their participants; DES must be notified of any reasonable accommodation requests no later than the agreement's cancellation date;
- C. Communicating with the facilitator on classroom and equipment needs prior to the agreement's cancellation date.

DES must be notified on or before the cancellation date noted in the Attachment 1 - Schedule of Services and Compensation, if any changes to this Agreement are needed. Failure to notify DES of changes may result in the AGENCY being charged for costs that are not recoverable.

**2. CONSIDERATION**

The AGENCY shall pay DES an amount not to exceed as per Attachment 1 – Schedule of Services and Compensation for the performance of all things necessary or incidental to, the work set forth in the Attachment 1 - Schedule of Services and Compensation. Total costs shall not be increased except by an Amendment to this Agreement.

DES charges the AGENCY a contract administration fee for use of DES established Training Contracts. The cost per session fee is based on the Contractor's Training Contract rate, plus DES's contract administration fee.

**3. BILLING PROCEDURE**

DES shall submit invoices to the AGENCY upon completion of training class. The invoice will indicate clearly that it is for the services rendered in performance under this Agreement and shall reflect the Agreement number.

The AGENCY will promptly notify DES in writing of disputes regarding invoices, or of services which the AGENCY believes do not conform to this Agreement, within thirty (30) days of receipt of invoice. Failure to give written notice within thirty (30) days after receipt of invoice constitutes waiver of any objection to services or invoices.

**4. PAYMENT PRODECURE**

The AGENCY will remit payment to DES within thirty (30) days of receipt of a properly executed invoice.

A late payment charge may be applied to any remaining balance sixty (60) days after invoice. Late payment charges, if any, will be imposed on the unpaid balance at the rate of one percent (1%) per month.

**5. AGREEMENT CHANGES, MODIFICATIONS AND AMENDMENTS**

This Agreement may be changed, modified or amended by written agreement executed by both parties.

**6. CONTRACT MANAGEMENT**

The representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Agreement.

**7. DISPUTES**

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, agreement terms and applicable statutes and rules and make a determination of the dispute. The Dispute Board shall thereafter decide the dispute with the majority prevailing. The determination of the Dispute Board shall be final and binding on the parties hereto. As an alternative to this process, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.

**8. TERMINATION**

Either party may terminate this Agreement upon 10-days prior to the cancellation date noted on Attachment 1 – Schedule of Services and Compensation by written notification to the other party. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

**EXECUTION**

We, the undersigned, agree to the terms of the foregoing Agreement.

**Department of Enterprise Services**

**City of Olympia**

\_\_\_\_\_  
Signature  
**RACHAEL STICH**  
Learning Solutions Consultant

\_\_\_\_\_  
Signature  
**STEVEN J. BURNEY**  
Interim City Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Approved as to Form:

  
\_\_\_\_\_  
City Attorney







## City Council

### Approval of a Resolution Authorizing a Multifamily Housing Tax Agreement Between the City of Olympia and The Easterly LLC

**Agenda Date:** 2/4/2020  
**Agenda Item Number:** 4.G  
**File Number:**20-0111

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**Type:** resolution **Version:** 2 **Status:** Consent Calendar

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#### **Title**

Approval of a Resolution Authorizing a Multifamily Housing Tax Agreement Between the City of Olympia and The Easterly LLC

#### **Recommended Action**

##### **Committee Recommendation:**

Not referred to a committee.

##### **City Manager Recommendation:**

Move to approve the resolution authorizing the Multifamily Tax Exemption for The Easterly LLC and authorize the Interim City Manager to sign the agreement.

#### **Report**

##### **Issue:**

Whether to authorize the eight-Year Multifamily Tax Exemption for The Easterly, LLC.

##### **Staff Contact:**

Cary Retlin, Home Fund Manager, Community Planning and Development, 360.570.3956.

##### **Presenter(s):**

None - Consent Calendar Item.

#### **Background and Analysis:**

The Easterly Apartments downtown at 909 Eastside St. SE will create 21 new units of multifamily residential housing in the Multifamily Tax Exemption Downtown Residential Target Area. The project has been reviewed by the Site Plan Review Committee and land use, design and environmental review has been completed. The property is currently under construction. The Easterly LLC is seeking an eight-year tax exemption for 21 market rate units. The tax exemption applies to all qualifying residential units for eight years.

Staff discussed the 12-Year affordable program with the applicant prior to construction beginning, but they were unable to make that program work at this site.

### Background on the MultiFamily Tax Exemption in Olympia

The primary purpose of this program is to promote construction of housing in key areas of the city where we would like to incentivize housing development. State law authorizes the City of Olympia to adopt a multifamily housing tax exemption program (RCW 84.14). The program provisions under Olympia Municipal Code under 5.86 were most recently amended in 2009 to create an eight- and 12-year program for market rate and affordable housing provisions.

The property tax exemption applies to only the increased value of building housing (new construction). The exemption does not apply to the land or costs associated with any non-housing improvements. The units in this project meet all the requirements to be eligible for a tax exemption, including:

- The housing is located in the Target Area, which is one of three designated residential target areas adopted by the City Council (which was modified in 2019 to extend up Harrison and Martin Way);
- 50 percent of the space or more is for permanent residential occupancy;
- Four or more new housing units are created;
- The project complies with the City's comprehensive plan, building and zoning codes;
- The construction/rehabilitation will be completed within three years of approval of the application;
- The property was vacant at least 12 months prior to application; and
- No tenant displacement occurred.

### **Neighborhood/Community Interests (if known):**

This project is within the Downtown Neighborhood Association.

### **Options:**

1. Approve the resolution authorizing the Multifamily Tax Exemption agreement and authorize the Interim City Manager to execute the agreement.
2. Remove this item from the Consent Calendar and provide further direction to staff.
3. Direct staff to take other action.

### **Financial Impact:**

Property taxes will continue to be paid on the underlying property and on non-residential portions of the new construction. The taxed value of the residential improvements will be exempt from Ad Valorem tax for eight years after completion of construction.

### **Attachments:**

Resolution  
Agreement

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON,  
APPROVING A MULTI-FAMILY HOUSING LIMITED PROPERTY TAX EXEMPTION  
AGREEMENT BETWEEN THE CITY OF OLYMPIA AND THE EASTERLY LLC.**

**WHEREAS**, the City has an interest in encouraging new construction or rehabilitation of multi-family housing in Residential Target Areas to increase and improve housing opportunities, and to encourage development densities supportive of transit use; and

**WHEREAS**, pursuant to the authority granted by Chapter 84.14 RCW, the City has designated various Residential Target Areas for the provision of a limited property tax exemption for new multi-family residential housing; and

**WHEREAS**, the City has, through Olympia Municipal Code (OMC) Chapter 5.86, enacted a program whereby property owners may qualify for a Final Certificate of Tax Exemption, which certifies to the Thurston County Assessor-Treasurer that the owner is eligible to receive a limited property tax exemption; and

**WHEREAS**, The Easterly LLC, (hereafter "Applicant") is interested in receiving a limited property tax exemption for constructing 21 units of new multi-family residential housing in the Downtown Residential Target Area; and

**WHEREAS**, Applicant has submitted to the City preliminary site plans and floor plans for new multi-family residential housing to be constructed on property situated approximately at 909 Eastside St SE, Olympia, WA; and

**WHEREAS**, the Director of the Department of Community Planning and Development has determined that the improvements will, if completed and operated as proposed, satisfy the requirements for a Final Certificate of Tax Exemption; and

**WHEREAS**, the Olympia Municipal Code requires an applicant for a limited property tax exemption to enter into a contract with the City, in which the applicant agrees to implement the proposed project on terms satisfactory to the Olympia City Council so as to maintain the eligibility of the improvements for the limited property tax exemption;

**NOW, THEREFORE, THE OLYMPIA CITY COUNCIL DOES HEREBY RESOLVE** as follows:

1. The Olympia City Council hereby approves the form of Multi-Family Housing Limited Property Tax Exemption Agreement between the City of Olympia and The Easterly, LLC and the terms and conditions contained therein.

2. The Interim City Manager is authorized and directed to execute on behalf of the City of Olympia the Multi-Family Housing Limited Property Tax Exemption Agreement, and any other documents necessary to execute said Agreement, and to make any minor modifications as may be required and are consistent with the intent of the Agreement, or to correct any scrivener's errors.

**PASSED BY THE OLYMPIA CITY COUNCIL** this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

APPROVED AS TO FORM:

*Mark Barber*  
\_\_\_\_\_  
CITY ATTORNEY

**MULTI-FAMILY HOUSING  
LIMITED PROPERTY TAX EXEMPTION AGREEMENT**

**THIS AGREEMENT** is effective as of the date of the last authorizing signature affixed hereto. The parties (“Parties”) to this The Easterly, LLC, hereinafter referred to as the “Applicant” and the City of Olympia, Washington, a municipal corporation, hereinafter referred to as the “City”.

**RECITALS**

**WHEREAS**, the City has an interest in encouraging new construction or rehabilitation of multi-family housing in Residential Target Areas in order to reduce development pressure on single-family residential neighborhoods, to increase and improve housing opportunities, and to encourage development densities supportive of transit use; and

**WHEREAS**, the City has, pursuant to the authority granted to it by Chapter 84.14 RCW, designated various Residential Target Areas for the provision of a limited property tax exemption for new multi-family residential housing; and

**WHEREAS**, the City has, through Olympia Municipal Code Chapter 5.86, enacted a program whereby property owners may qualify for a Final Certificate of Tax Exemption which certifies to the Thurston County Assessor-Treasurer that the owner is eligible to receive a limited property tax exemption; and

**WHEREAS**, the Applicant is interested in receiving a limited property tax exemption for constructing twenty one (21) units of new multi-family residential housing in the Downtown Residential Target Area; and

**WHEREAS**, the Applicant has submitted to the City preliminary site plans and floor plans for new multi-family residential housing to be constructed on property situated approximately at 909 Eastside St SE, Olympia, WA and described more specifically as follows:

Assessor’s Parcel #:	78204500400
Legal Description:	Parcel A of City of Olympia Boundary Line Adjustment No. BLA 18-1671-OL as recorded September 27, 2018 under Auditor’s File No. 4650053 Records of Thurston County, Washington
Street Address:	909 Eastside St SE, Olympia, WA

Herein referred to as the “Site”; and

**WHEREAS**, the Director of the Department of Community Planning and Development has determined that the improvements will, if completed and operated as proposed, satisfy the requirements for a Final Certificate of Tax Exemption; and

**WHEREAS**, the Olympia Municipal Code requires an applicant for a limited property tax exemption to enter into a contract with the City, in which the applicant agrees to implement the proposed project on terms satisfactory to the Olympia City Council so as to maintain the improvements' eligibility for the limited property tax exemption;

**NOW, THEREFORE**, in exchange for the City's consideration of the Applicant's request for a Final Certificate of Tax Exemption, the Applicant and the City mutually agree as follows:

1. Each of the recitals set forth above are by this reference incorporated into this Agreement as though fully set forth herein.
2. The City agrees to issue the Applicant a Conditional Certificate of Acceptance of Tax Exemption.
3. The Applicant shall construct on the site multi-family residential housing substantially as described in the most recent site plans, floor plans, and elevations on file with the City as of the date of City approval of this Agreement. In no event shall such construction provide fewer than four (4) new multi-family permanent residential units nor shall it provide fewer than one-half of its total residential units as permanent housing.
4. The Applicant shall complete construction of the agreed upon improvements within three (3) years from the date the City issues the Conditional Certificate of Acceptance of Tax Exemption or within any extension thereof granted by the City.
5. The Applicant shall, upon completion of the improvements and upon issuance by the City of a temporary or permanent Certificate of Occupancy, file with the City's Community Planning and Development Department the following:
  - A. A statement of expenditures made with respect to each multi-family housing unit and the total expenditures made with respect to the entire property;
  - B. A description of the completed work and a statement of qualification for the exemption; and
  - C. A statement that the work was completed within the required three-year period or any authorized extension.
6. Upon the Applicant's successful completion of the improvements in accordance with the terms of this Agreement and on the applicant's filing of the materials described in Paragraph 5 above, and upon the City's approval of a Final Certificate of Tax Exemption, the City shall file the Final Certificate with the Thurston County Assessor-Treasurer.
7. The Applicant shall, within thirty (30) days following the first anniversary of the City's filing of the Final Certificate of Tax Exemption and each year thereafter for a period of eight (8) years, file a notarized declaration with the City's Community Planning and Development Department indicating the following:

- A. An emailed or electronically submitted statement of occupancy and vacancy of the multi-family units during the previous year in Excel spreadsheet format that includes monthly rent by unit and the income of each household at the time of initial occupancy;
  - B. A notarized certification that the property continues to be in compliance with this Agreement and RCW 84.14; and
  - C. A description of any subsequent improvements or changes to the property.
8. If, during the term of any Final Certificate of Tax Exemption, the Applicant converts to another use any of the new multi-family residential housing units constructed under this Agreement, the Applicant shall notify the Thurston County Assessor-Treasurer and the City's Department of Community Planning and Development within sixty (60) days of such change in use. The City may, in its sole discretion, revoke and cancel the Final Certificate of Tax Exemption effective on the date of the Applicant's conversion of any of the multi-family residential housing units to another use.
9. Applicant shall notify the City promptly of any transfer of the Applicant's ownership interest in the Site or in the improvements made to the Site under this Agreement.
10. No rental occupancy will be permitted on a transient basis. This includes rental accommodation that is leased for a period of less than one (1) month.
11. In addition to any other powers reserved to the City by law, the City may, in its sole discretion, cancel the Final Certificate of Tax Exemption should the Applicant, its successors and assigns, fail to comply with any of the terms and conditions of this Agreement.
12. No modifications of the Agreement shall be made unless mutually agreed upon by the parties in writing.
13. The venue for any dispute related to this Agreement shall be in Thurston County Superior Court for the State of Washington.
14. In the event that any term or clause of this Agreement conflicts with applicable law, such conflict shall not affect other terms of this Agreement which can be given effect without the conflicting terms or clause, and to this end, the terms of the Agreement are declared to be severable.



IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

CITY OF OLYMPIA

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Steven J. Burney, Interim City Manager

APPROVED AS TO FORM:

By: Maui Barber  
City Attorney

STATE OF WASHINGTON    )  
                                  )    ss.  
COUNTY OF THURSTON    )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2020, before me, the undersigned a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared Steven J. Burney, to me known to be Interim City Manager of the City of Olympia, a Washington Municipal Corporation, who executed the foregoing instrument and acknowledged the said instrument to be his free and voluntary act and deed of said municipal corporation, for the uses and purposes therein mentioned and on oath stated that he is authorized to execute the said instrument on behalf of the City of Olympia.

WITNESS my hand and official seal the day and year first above written.

\_\_\_\_\_  
Signature  
Print Name: \_\_\_\_\_  
NOTARY PUBLIC in and for the State of  
Washington, residing at \_\_\_\_\_  
My Commission expires: \_\_\_\_\_

THE EASTERLY, LLC  
PROPERTY OWNER(S):

By: [Signature]  
(Signature)  
Print Name: AARON ANGELO  
Title: OWNER  
Date: 1/17/20

By: \_\_\_\_\_  
(Signature)  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

STATE OF WASHINGTON )  
                                  ) ss.  
COUNTY OF CLARK )  
                                  ) ~~THURSTON~~

On this 17 day of January, 2020, before me, the undersigned a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared Aaron Angelo to me known to be the owner of The Easterly, LLC, a Washington Limited Liability Corporation, who executed the foregoing instrument and acknowledged the said instrument to be his/her/their free and voluntary act and deed of said limited liability corporation, for the uses and purposes therein mentioned and on oath stated that he/she/they is/are authorized to execute the said instrument on behalf of The Easterly LLC.

WITNESS my hand and official seal the day and year first above written.



[Signature]  
Signature  
Print Name: Kim J Rexford  
NOTARY PUBLIC in and for the State of  
Washington, residing at Kelso  
My Commission expires: 8-19-23



## City Council

# Approval of a Resolution Authorizing a Multifamily Housing Tax Agreement Between the City of Olympia and Westman Mill

**Agenda Date:** 2/4/2020  
**Agenda Item Number:** 4.H  
**File Number:**20-0112

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

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### Title

Approval of a Resolution Authorizing a Multifamily Housing Tax Agreement Between the City of Olympia and Westman Mill

### Recommended Action

#### Committee Recommendation:

Not referred to a committee

#### City Manager Recommendation:

Move to approve the resolution authorizing the Multifamily Tax Exemption for Westman Mill and authorize the Interim City Manager to sign the agreement.

### Report

#### Issue:

Whether to authorize the Eight-Year Multifamily Tax Exemption for Westman Mill.

#### Staff Contact:

Cary Retlin, Home Fund Manager, Community Planning and Development, 360.570.3956.

#### Presenter(s):

None - Consent Calendar Item.

### Background and Analysis:

Westman Mill downtown at 510 State Ave will create 75 new units of multifamily residential housing in the Multifamily Tax Exemption (MFTE) Downtown Residential Target Area. The project has been reviewed by the Site Plan Review Committee and land use, design and environmental review has been completed. The property is currently under construction. 3<sup>rd</sup> Gen Investment Group 2 LLC is seeking an eight-year tax exemption for those 75 market rate units. The tax exemption applies to all qualifying residential units for eight years.

#### Background on the Multi-Family Tax Exemption in Olympia

The primary purpose of the Eight-Year MFTE program is to promote construction of housing in key areas of the city where the City would like to incentivize housing development. State law authorizes

the City of Olympia to adopt a MFTE program (RCW 84.14). The program provisions under Olympia Municipal Code under 5.86 were most recently amended in 2009 to create an eight- and 12-year program for market rate and affordable housing provisions.

The property tax exemption applies to only the increased value of building housing (new construction). The exemption does not apply to the land or costs associated with any non-housing improvements. The units in this project meet all the requirements to be eligible for a tax exemption, including:

- The housing is located in the Target Area, which is one of three designated residential target areas adopted by the City Council (which was modified in 2019);
- 50 percent of the space or more is for permanent residential occupancy;
- Four or more new housing units are created;
- The project complies with the City's comprehensive plan, building and zoning codes;
- The construction/rehabilitation will be completed within three years of approval of the application;
- The property was vacant at least 12 months prior to application; and
- No tenant displacement occurred.

**Neighborhood/Community Interests (if known):**

This project is within the Downtown Neighborhood Association.

**Options:**

1. Approve the resolution authorizing the Multi-family Tax Exemption agreement and authorize the Interim City Manager to execute the agreement.
2. Remove this item from the Consent Calendar and provide further direction to staff.
3. Direct staff to take other action.

**Financial Impact:**

Property taxes will continue to be paid on the underlying property and on non-residential portions of the new construction. The taxed value of the residential improvements will be exempt from Ad Valorem tax for eight years after completion of construction.

**Attachments:**

Resolution  
Agreement

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON, APPROVING A MULTI-FAMILY HOUSING LIMITED PROPERTY TAX EXEMPTION AGREEMENT BETWEEN THE CITY OF OLYMPIA AND 3<sup>rd</sup> GENERATION INVESTMENT GROUP 2 LLC.**

**WHEREAS**, the City has an interest in encouraging new construction or rehabilitation of multi-family housing in Residential Target Areas to increase and improve housing opportunities, and to encourage development densities supportive of transit use; and

**WHEREAS**, pursuant to the authority granted by Chapter 84.14 RCW, the City has designated various Residential Target Areas for the provision of a limited property tax exemption for new multi-family residential housing; and

**WHEREAS**, the City has, through Olympia Municipal Code (OMC) Chapter 5.86, enacted a program whereby property owners may qualify for a Final Certificate of Tax Exemption, which certifies to the Thurston County Assessor-Treasurer that the owner is eligible to receive a limited property tax exemption; and

**WHEREAS**, 3<sup>rd</sup> Generation Investment Group 2 LLC, (hereafter "Applicant") is interested in receiving a limited property tax exemption for constructing 75 units of new multi-family residential housing in the Downtown Residential Target Area; and

**WHEREAS**, Applicant has submitted to the City preliminary site plans and floor plans for new multi-family residential housing to be constructed on property situated approximately at 510 State Ave NE, Olympia, WA; and

**WHEREAS**, the Director of the Department of Community Planning and Development has determined that the improvements will, if completed and operated as proposed, satisfy the requirements for a Final Certificate of Tax Exemption; and

**WHEREAS**, the Olympia Municipal Code requires an applicant for a limited property tax exemption to enter into a contract with the City, in which the applicant agrees to implement the proposed project on terms satisfactory to the Olympia City Council so as to maintain the eligibility of the improvements for the limited property tax exemption;

**NOW, THEREFORE, THE OLYMPIA CITY COUNCIL DOES HEREBY RESOLVE** as follows:

1. The Olympia City Council hereby approves the form of Multi-Family Housing Limited Property Tax Exemption Agreement between the City of Olympia and 3<sup>rd</sup> Generation Investment Group 2, LLC and the terms and conditions contained therein.

2. The Interim City Manager is authorized and directed to execute on behalf of the City of Olympia the Multi-Family Housing Limited Property Tax Exemption Agreement, and any other documents necessary to execute said Agreement, and to make any minor modifications as may be required and are consistent with the intent of the Agreement, or to correct any scrivener's errors.

PASSED BY THE OLYMPIA CITY COUNCIL this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

APPROVED AS TO FORM:

  
\_\_\_\_\_  
CITY ATTORNEY

**MULTI-FAMILY HOUSING  
LIMITED PROPERTY TAX EXEMPTION AGREEMENT**

**THIS AGREEMENT** is effective as of the date of the last authorizing signature affixed hereto. The parties (“Parties”) to this Agreement are 3<sup>rd</sup> Generation Investment Group 2 LLC, hereinafter referred to as the “Applicant” and the City of Olympia, Washington, a municipal corporation, hereinafter referred to as the “City”.

**RECITALS**

**WHEREAS**, the City has an interest in encouraging new construction or rehabilitation of multi-family housing in Residential Target Areas in order to reduce development pressure on single-family residential neighborhoods, to increase and improve housing opportunities, and to encourage development densities supportive of transit use; and

**WHEREAS**, the City has, pursuant to the authority granted to it by Chapter 84.14 RCW, designated various Residential Target Areas for the provision of a limited property tax exemption for new multi-family residential housing; and

**WHEREAS**, the City has, through Olympia Municipal Code Chapter 5.86, enacted a program whereby property owners may qualify for a Final Certificate of Tax Exemption which certifies to the Thurston County Assessor-Treasurer that the owner is eligible to receive a limited property tax exemption; and

**WHEREAS**, the Applicant is interested in receiving a limited property tax exemption for constructing seventy five (75) units of new multi-family residential housing in the Downtown Residential Target Area; and

**WHEREAS**, the Applicant has submitted to the City preliminary site plans and floor plans for new multi-family residential housing to be constructed on property situated approximately at 510 State Ave NE, Olympia, WA and described more specifically as follows:

Assessor’s Parcel #:	66130000411
Legal Description:	Lot 11 of Olympia Area Rowing Biding Site Plan Third Amendment as recorded February 13, 2018 under Auditor’s File No. 4611194, Records of Thurston County, Washington. Subject to Easement recorded under Auditor’s File No. 4288190, and Easement filed under Auditor’s File No. 4288189 Records of Thurston County, Washington
Street Address:	510 State Ave NE, Olympia, WA

Herein referred to as the “Site”; and

**WHEREAS**, the Director of the Department of Community Planning and Development has determined that the improvements will, if completed and operated as proposed, satisfy the requirements for a Final Certificate of Tax Exemption; and

**WHEREAS**, the Olympia Municipal Code requires an applicant for a limited property tax exemption to enter into a contract with the City, in which the applicant agrees to implement the proposed project on terms satisfactory to the Olympia City Council so as to maintain the improvements' eligibility for the limited property tax exemption;

**NOW, THEREFORE**, in exchange for the City's consideration of the applicant's request for a Final Certificate of Tax Exemption, the Applicant and the City mutually agree as follows:

1. Each of the recitals set forth above are by this reference incorporated into this Agreement as fully set forth herein.
2. The City agrees to issue the Applicant a Conditional Certificate of Acceptance of Tax Exemption.
3. The Applicant shall construct on the site multi-family residential housing substantially as described in the most recent site plans, floor plans, and elevations on file with the City as of the date of City approval of this Agreement. In no event shall such construction provide fewer than four new multi-family permanent residential units nor shall it provide fewer than half of its total residential units as permanent housing.
4. The Applicant shall complete construction of the agreed upon improvements within three (3) years from the date the City issues the Conditional Certificate of Acceptance of Tax Exemption or within any extension thereof granted by the City.
5. The Applicant shall, upon completion of the improvements and upon issuance by the City of a temporary or permanent Certificate of Occupancy, file with the City's Community Planning and Development Department the following:
  - A. A statement of expenditures made with respect to each multi-family housing unit and the total expenditures made with respect to the entire property;
  - B. A description of the completed work and a statement of qualification for the exemption; and
  - C. A statement that the work was completed within the required three-year period or any authorized extension.
6. Upon the Applicant's successful completion of the improvements in accordance with the terms of this Agreement and on the applicant's filing of the materials described in Paragraph 5 above, and upon the City's approval of a Final Certificate of Tax Exemption, the City shall file the Final Certificate with the Thurston County Assessor-Treasurer.
7. The Applicant shall, within thirty days following the first anniversary of the City's filing of the Final Certificate of Tax Exemption and each year thereafter for a period of eight (8) years, file a notarized declaration with the City's Community Planning and Development Department indicating the following:
  - A. An emailed or electronically submitted statement of occupancy and vacancy of the multi-family units during the previous year in Excel spreadsheet format that includes monthly rent by unit and the income of each household at the time of initial occupancy;



- B. A notarized certification that the property continues to be in compliance with this Agreement and RCW 84.14; and
  - C. A description of any subsequent improvements or changes to the property.
8. If, during the term of any Final Certificate of Tax Exemption, the Applicant converts to another use any of the new multi-family residential housing units constructed under this Agreement, the Applicant shall notify the Thurston County Assessor-Treasurer and the City's Department of Community Planning and Development within sixty (60) days of such change in use. The City may, in its sole discretion, revoke and cancel the Final Certificate of Tax Exemption effective on the date of the Applicant's conversion of any of the multi-family residential housing units to another use.
  9. Applicant shall notify the City promptly of any transfer of the Applicant's ownership interest in the Site or in the improvements made to the Site under this Agreement.
  10. No rental occupancy will be permitted on a transient basis. This includes rental accommodation that is leased for a period of less than on (1) month.
  11. In addition to any other powers reserved to the City by law the City may, in its sole discretion, cancel the Final Certificate of Tax Exemption should the Applicant, its successors and assigns, fail to comply with any of the terms and conditions of this Agreement.
  12. No modifications of the Agreement shall be made unless mutually agreed upon by the parties in writing.
  13. The venue for any dispute related to this Agreement shall be in Thurston County Superior Court for the State of Washington.
  14. In the event that any term or clause of this Agreement conflicts with applicable law, such conflict shall not affect other terms of this Agreement which can be given effect without the conflicting terms or clause, and to this end, the terms of the Agreement are declared to be severable.







## City Council

# Approval of a Resolution Opposing an Amendment to the Thurston County Comprehensive Plan Pertaining to Rocky Prairie Zoning

**Agenda Date:** 2/4/2020  
**Agenda Item Number:** 4.1  
**File Number:**20-0123

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

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### Title

Approval of a Resolution Opposing an Amendment to the Thurston County Comprehensive Plan Pertaining to Rocky Prairie Zoning

### Recommended Action

#### Committee Recommendation:

No referred to a committee.

#### City Manager Recommendation:

Move to approve the resolution opposing an amendment to the Thurston County Comprehensive Plan pertaining to Rocky Prairie zoning.

### Report

#### Issue:

Whether to approve the resolution opposing an amendment to the Thurston County Comprehensive Plan pertaining to Rocky Prairie zoning

#### Staff Contact:

Mark Barber, City Attorney, 360.753.8223

#### Presenter(s):

None - Consent Calendar Item.

### Background and Analysis:

Rocky Prairie is a 745-acre parcel of land located 13 miles south of Olympia, 1/3 mile from Millersylvania State Park and next to the Washington State Department of Fish and Wildlife's 800-acre West Rocky Prairie wildlife area.

The parcel is owned by the Port of Tacoma who is working with a company, Northpoint, to develop an industrial cargo center that will send and receive shipments via truck and train. The proposed warehouse would be 6,000,000 square feet and be one of the largest in the northwest.

It is expected the industrial hub will have significant traffic impacts, will cause light, noise and air pollution and have a negative effect on the sensitive wetlands and neighboring West Rocky Prairie Wildlife Area and Millersylvania State Park. Impervious development and pollution would threaten the endangered Oregon-spotted Frog and other threatened or endangered species as well as compromise the aquifer.

The Port of Tacoma is seeking a rezone of the entire parcel to an industrial use. The resolution for consideration opposes an amendment to the Thurston County Comprehensive Plan pertaining to Rocky Prairie zoning.

**Neighborhood/Community Interests (if known):**

There are concerns regarding semi-truck, car and train traffic; impacts of a 24x7 operation; light, noise & air pollution; effects on the aquifer; area wells & wetlands; and impacts on wildlife.

**Options:**

1. Approve the resolution
2. Do not approve the resolution
3. Amend the resolution

**Financial Impact:**

N/A

**Attachments:**

Resolution

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON,  
OPPOSING AN AMENDMENT TO THE THURSTON COUNTY COMPREHENSIVE PLAN  
PERTAINING TO ROCKY PRAIRIE ZONING**

**WHEREAS**, the 745-acre Maytown site (also known as Rocky Prairie) owned by the Port of Tacoma abuts a Washington State Department of Fish & Wildlife preserve with at least six (6) threatened or endangered species; and

**WHEREAS**, the surrounding rural area includes historic and popular Millersylvania State Park with its nearly 500,000 visitors a year, a 1,200-acre undeveloped tree farm, and a wildlife preserve with hunting and hiking; and

**WHEREAS**, the area in question is part of an extensive and valuable wildlife corridor providing needed connectivity for large animals; and

**WHEREAS**, the Rocky Prairie Maytown site is ecologically fragile, has valuable, rare habitat, several at-risk species, and is on a critical aquifer that is part of the Chehalis Basin and Black River Watershed; and

**WHEREAS**, multiple aspects of the NorthPoint proposal are incompatible with the letter and spirit of the Thurston County Comprehensive Plan, the Thurston County Code, and the state Growth Management Act; and

**WHEREAS**, Thurston County staff determined in 2010 after careful study that the site has so many critical areas that Rural Residence 1 house per 20 acres was the proper designation for the Maytown site and industrial development there would not be appropriate;

**NOW, THEREFORE, THE OLYMPIA CITY COUNCIL DOES HEREBY RESOLVE** that it opposes any change to the current rural residential zoning of the Rocky Prairie/Maytown site in the Thurston County Comprehensive Plan.

**PASSED BY THE OLYMPIA CITY COUNCIL** this \_\_\_\_\_ day of February, 2020.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

APPROVED AS TO FORM:

  
\_\_\_\_\_  
CITY ATTORNEY



## City Council

### Approval of an Ordinance Amending Olympia Municipal Code 10.16 and 10.20 Related to Parking

**Agenda Date:** 2/4/2020  
**Agenda Item Number:** 4.J  
**File Number:**20-0030

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

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#### **Title**

Approval of an Ordinance Amending Olympia Municipal Code 10.16 and 10.20 Related to Parking

#### **Recommended Action**

##### **Committee Recommendation:**

Land Use and Environment Committee recommends the proposed changes.

##### **City Manager Recommendation:**

Move to approve the ordinance amending Olympia Municipal Code 10.16 and 10.20 related to parking on second reading.

#### **Report**

##### **Issue:**

Whether to approve proposed parking ordinance changes on second reading.

##### **Staff Contact:**

Max DeJarnatt, Parking Program Analyst, Community Planning & Development, 360.570.3723

##### **Presenter(s):**

None - Consent Calendar Item.

##### **Background and Analysis:**

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

In August 2018, the Land Use and Environment Committee forwarded recommended updates to Olympia's Municipal Code Title 10 to City Council for consideration. This ordinance update was paused pending the development of a South Capitol parking strategy. Additional proposed changes, including the removal of the South Capitol Neighborhood from the Downtown Parking Strategy, were reviewed with the Land Use and Environment Committee last May. Staff also reported proposed parking citation rate increases to City Council on September 24.

Throughout 2019, staff met with the South Capital Neighborhood to develop a specific strategy that addresses the residential parking program and other issues in their neighborhood. Changes

specifically related to the South Capitol will be reviewed with the Land Use Committee prior to City Council and are not included in this round of updates.

A summary of all changes and rate increases is provided in the attachment.

**Neighborhood/Community Interests (if known):**

A 2015 survey of downtown businesses revealed that parking is a top concern for businesses and customers. An overview of pertinent updates was provided to the Parking and Business Improvement Area; Olympia Downtown Alliance; and local organizations serving adults with disabilities (ADA parking interests), including Morningside Services, Community Resources, and Center for Independence.

**Options:**

1. Approve the ordinance as recommended by the Land Use and Environment committee on first reading and forward to second reading.
2. Alter the proposed OMC updates.
3. Do not approve the proposed OMC updates at this time and provide staff guidance.

**Financial Impact:**

Price increases included in the ordinance update, which are related to the residential parking program and citations, are estimated to increase parking revenues by approximately \$90,000 annually.

**Attachments:**

Ordinance

Table of proposed ordinance changes and rate increases



Ordinance No. \_\_\_\_\_

**AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, AMENDING OLYMPIA MUNICIPAL CODE CHAPTERS 10.16 AND 10.20 RELATED TO PARKING.**

**WHEREAS**, the Olympia Downtown Strategy (the Downtown Strategy) was adopted in April 2017, and identified public priorities and realistic, impactful actions to move forward the vision of the Olympia Comprehensive Plan and goals for Downtown Olympia, fostering a rich diversity of downtown places and spaces that will attract and support people who live, work, and play in Downtown Olympia; and

**WHEREAS**, in April 2019, the City of Olympia adopted a Downtown Olympia Parking Strategy for the years 2019-2029 (the Parking Strategy) with the intent of supporting the Downtown Strategy by ensuring citizens have safe, predictable parking; and

**WHEREAS**, staff has proposed amendments to Olympia Municipal Code Chapters 10.16 and 10.20 (the Parking Code), which support the City's goals, strategies, and implementation timelines for parking in Downtown Olympia; and

**WHEREAS**, changes to the Parking Code will also enable Community Planning and Development Parking Services staff to more effectively manage downtown parking; and

**WHEREAS**, this Ordinance is supported by the staff report and accompanying materials concerning the Ordinance, along with documents on file with the City;

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

**Section 1. Amendment of OMC 10.16.** Olympia Municipal Code Chapter 10.16 is hereby amended to read as follows:

Chapter 10.16  
STOPPING, STANDING AND PARKING

10.16.000 Chapter Contents

Sections:

- 10.16.010 Applicability.
- 10.16.020 Parking prohibited at all times on certain streets -- Penalty for violation.
- 10.16.030 Recreational vehicle parking on city streets over 24 hours or between the hours of 3:00 a.m. and 6:00 a.m. prohibited without permit -- Penalty for violation.
- 10.16.050 Parking time limitations -- When applicable.
- 10.16.055 Residential Parking Program Established - Penalty for Violation.
- 10.16.060 Parking adjacent to schools.
- 10.16.070 Free parking ~~areas~~ zones.
- 10.16.080 Free parking limits -- Penalty for Violation.
- 10.16.090 Free parking zones -- Sign posting.
- 10.16.100 Overtime parking prohibited in metered areas -- Penalty for Violation.
- 10.16.110 Parking of motorcycles, motor-driven cycles and mopeds within metered parking spaces.

- 10.16.120 Tampering with parking enforcement process is a violation.
- 10.16.130 Parking meters -- Methods of fee payment: coins, prepaid cards, credit/debit cards, and permits.
- 10.16.140 City parking lots -- Regulations.
- 10.16.150 City parking lots and meters -- Fee schedules.
- 10.16.160 City Parking Lots -- Violations--Penalties.
- 10.16.210 Prohibited parking.
- 10.16.220 General parking prohibitions.
- 10.16.230 Limitations to free on-street parking for those with disability placards.
- 10.16.240 Vanpools -- Definition.
- 10.16.250 Vanpool -- Parking limitation exemptions.
- 10.16.260 Vanpools -- Permits.
- 10.16.270 ~~Penalties~~Delinquent Penalties.
- 10.16.280 Parking Services scofflaw list.
- 10.16.290 Immobilization.
- 10.16.300 Impoundment.
- 10.16.310 Downtown Carpool Parking Program.
- 10.16.320 Parking unregistered or unlicensed vehicles on ROW or other City property

#### **10.16.010 Applicability**

The provisions of this chapter prohibiting the standing or parking of a vehicle shall apply at all times or those times specified in this chapter or as indicated on official signs except when it is necessary to stop a vehicle to avoid conflict with other traffic or in compliance with the directions of a police officer or official traffic-control device.

#### **10.16.020 Parking prohibited at all times on certain streets -- Penalty for violation**

- A. When signs are erected giving notice thereof, no person shall stop, stand or park a vehicle at any time upon streets so posted. Such areas shall be so designated after an engineering analysis is conducted by the City of Olympia and deemed necessary.
- B. Penalties for Violation. Vehicles found in violation of this section, shall incur an infraction of seventy-five and no/100 dollars (\$75.00). A second infraction, after one (1) hour has passed without the vehicle being moved, shall constitute a second restricted parking fine, and a third infraction, after one (1) hour has passed without the vehicle being moved, shall constitute a third restricted parking fine.
- C. A vehicle that has received three (3) consecutive restricted citations and is deemed a hazard to motorists or pedestrians is subject to impound pursuant to OMC 10.16.300.A. 7.

#### **10.16.030 Recreational vehicle parking on city streets over 24 hours or between the hours of 3:00 a.m. and 6:00 a.m. prohibited without permit -- Penalty for violation**

- A. No parking of recreational vehicles on city streets over 24 hours or between the hours of 3:00 a.m. and 6:00 a.m. Notwithstanding any other provision of the Olympia Municipal Code (OMC), no recreational vehicle may park on any city street longer than 24 hours or between the hours of 3:00 a.m. and 6:00 a.m. including holidays and weekends, without a City of Olympia Parking Services issued permit affixed to the front window of the recreational vehicle in a place clearly visible from the outside of the vehicle. Parking the vehicle in another location within the city within the 24 hour period on a city street is a violation of this section.

B. Definitions.

1. Recreational Vehicle: For purposes of this chapter, "Recreational Vehicle" (RV) means a vehicular-type unit primarily designed for recreational camping or travel use that has its own motive power or is mounted on or towed by another vehicle. The units include travel trailers, fifth-wheel trailers, folding camping trailers, truck campers, ~~and motor homes,~~ and conversion vans.

2. Adjacent: For purposes of this chapter, "Adjacent" means in the right-of-way typically used for vehicular parking, on the same side of the street as the residence for which the permit has been issued, in front of or to the side of that residence but within the lot lines of the residence as if the lot lines of the residence extended into the right-of-way.

C. Permit Application and Criteria. To obtain a temporary permit allowing an RV to park in a designated location for up to seven (7) business days within a quarter, the registered owner or operator of the RV must apply to the Parking Services Department of the City of Olympia and meet one of the following criteria for approval:

1. The registered owner or operator of the RV must be a resident with a current physical address within the city of Olympia and the RV must park adjacent to that residence; or
2. The registered owner or operator of the RV must be the visitor of a resident with a current physical address within the city of Olympia and the RV must park adjacent to that residence; or
3. The registered owner or operator of the recreational vehicle is participating as a vendor or sponsor of a Special Event for which a special event permit has been obtained from the City.

D. Validity of Permits. Permits are valid for up to seven (7) business days per vehicle per quarter. Permits are valid only for the dates authorized on the permit and only for the location indicated on the permit. Those who meet the qualifying criteria under (C)(1) or (C)(2) are required to park adjacent to the lot of the sponsoring city of Olympia resident or the permit is invalid. If there is limited or no parking adjacent to the sponsoring resident, Parking Services shall designate an appropriate location nearby and indicate such location on the permit.

E. Penalty for Violation. Penalty for violation is an infraction of seventy-five and no/100 dollars (\$75.00). After three citations for violation of this section, the vehicle may be impounded as provided for in OMC 10.16.300.

**10.16.050 Parking time limitations -- When applicable**

Except as provided in OMC 10.16.030, parking time limitations on city streets and zones shall apply during the hours of eight (8:00) a.m. to five (5:00) p.m. but shall not apply on Saturdays or Sundays or those public holidays enumerated in RCW 1.16.050.

**10.16.055 Residential Parking Program Established – Penalty for violation**

A. There are established residential parking zones within the city, which zones shall be described as follows:

1. Zone 1 - South Capitol Neighborhood: Area bounded by Interstate 5 on the south and the east, by and including Sylvester Street on the west, and by and including 14th Avenue on the north except the areas described in Subsection 2 and 3 below, described as the Capitol Campus Area.
2. Zone 2 - Capitol Campus Area: Area bounded by 14th Avenue on the north, Capitol Way on the east to mid-block between 17th Avenue and 18th Avenue, between the southern end of Sylvester Street and Capitol Way to the south.
3. Zone 3 - Capitol Campus Area: Area bounded by mid-block between 17th Avenue and 18th Avenue, south of the partial alley on the east, to and including 20th Avenue on the south, Capitol Way on the east, and Capitol Lake on the west.
4. Zone 4 - East Jefferson Neighborhood: Area bounded by, but not including, Jefferson Street on the west, the Burlington Northern Railroad on the east, by, but not including, Union Avenue on the north, and bounded on the south by the access road to Interstate 5.
5. Zone 5 - Union Avenue Neighborhood: Area bounded by and including 8th Avenue on the north, by and including, 11th Avenue between Capitol Lake and Jefferson Street on the west and on Union Avenue between Jefferson Street and Plum Street on the south, and by Plum Street on the east.
6. Zone 6 - East Plum Street Area: Area bounded by and including Plum Street on the west and by, but not including, Eastside Street on the east, and by and including State Avenue on the north and by and including 8th Avenue on the south.
7. Zone 7 - Downtown Neighborhood: Area bounded by Capitol Lake/Budd Inlet on the west, by and including Market Street on the north, by, but not including, Plum Street on the east, and by, but not including, 8th Avenue on the south.
8. Zone 8 - Marina Residents: Area bounded by and including Market Street on the north, Budd Inlet on the west, by and including "B" Avenue on the south, and by and including Washington Street on the east.

B. There are established criteria to participate in the Residential Parking Program as set forth below:

1. A resident shall be described as any person(s) who establishes that the person(s) resides in the applicable residential parking zone and that the person(s)' residence is adjacent to a timed or meter parking area.
2. Exemption for vehicles shall be valid only for so long as the person named therein remains the registered owner of the vehicle and so long as that person remains a resident of or visitor to the applicable resident parking zone.
3. No vehicle will be registered until such time as all Olympia parking citations issued to the individual applying for residency are paid in full.
4. There will be a fee of ten dollars (\$10.00) per year, per vehicle registered in the program. Fees for residential parking are as set forth in OMC Chapter 4.70.

54. Vehicle limits are set for each zone as follows:

- a. Zones 1, 2, 3 and 4 may register up to a maximum of four (4) vehicles per household (address) regardless of the number of licensed drivers (residents).
- b. Zones 5, 6 and 7 and 8 may register one (1) vehicle per licensed driver (resident), up to a maximum of four per household (address).
- c. The Parking Services Supervisor is authorized to make allowances for special circumstances or hardship cases in regards to vehicle limits for all zones.

65. Any and all citations issued to the applicant must be paid in full before residential program registration may be issued.

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C. There are established certain requirements and registration documentation to participate in the Residential Parking Program as set forth below:

A resident of one of the zones established herein may apply to the Community Planning and Development Department, Parking Services, for exemption of up to four (4) qualified vehicles. The following must be met and the required documentation must be provided to qualify for an exemption. If a Homeowner, Resident or Agent does not comply with any of the conditions set forth in the required sworn statements in either subsection C(4)(a) or C(5)(a) below, all residents residing at the applicable address will be removed from the residential parking program until such time that the Parking Services Supervisor determines that the conditions and requirements stated herein have been met.

1. Proof of Residency for Renters: Residency shall be proven for the applicable address by showing the following documents:
  - a. Current official mail (such as a utility bill for the applicable address or bank statement); and
  - b. Either a current residential lease (valid rental agreement) or a notarized statement from the applicable homeowner or landlord verifying that the applicant is residing at the applied for address.
2. Proof of Residency for Homeowners: Residency shall be proven for the applicable address by showing current official mail and vehicle registration with matching applicable address.
3. Vehicle Registration Requirements: Residents shall provide all of the documents listed below:
  - a. Current vehicle registration that is registered to the same address or to the same last name;
  - b. Proof of vehicle insurance; and
  - c. A valid driver's license.
4. Home-based Business Affidavit: All residents in all zones must sign a sworn statement that the following is true and correct:

- a. All home occupation permits and licenses have been obtained and are current for home business occupations occurring at the address for which the parking permit is requested.
- b. The resident applying for the parking permit resides either full or part-time at the address for which they are applying.

5. Off-street Parking Affidavit: All homeowners or agents of residences in Zones 1, 2 and 3 must sign a sworn statement that the following is true and correct:

- a. That any existing on-site parking, at the address for which the parking permit is being requested, is not leased or reserved for any person(s) not residing at said address.

6. The Director of the Community Planning and Development Department has the authority to establish an annual residential permit renewal system.

D. There are established residential program guideline requirements within the City, as follows:

- 1. No boats, trailers, campers, recreational vehicles, or buses will be permitted in the Residential Parking Program.
- 2. No vehicles which exceed the size of a parking stall will be permitted in the Residential Parking Program.
- 3. The registered vehicle must be moved at least once every five (5) days.
  - a. Penalty for Violation. A showing that a vehicle with valid Residential Parking Program registration was found parked in that vehicle's registered residential parking zone without moving for five days shall constitute a prima facie presumption that the vehicle has been parked in violation of this section.
  - b. A first infraction shall constitute overtime parking and shall result in a penalty of ~~fifteen~~ twenty ~~and no/100-dollars (\$15.00)~~ and no/100-dollars (\$20.00). If a vehicle is found, pursuant to Section 10.16.055.D.3, parked in the same location 24 hours later, this shall constitute a chain parking violation and result in a penalty of ~~thirty-fourty and no/100-dollars (\$30.00)~~ and no/100-dollars (\$40.00). After three citations for violation of this section, the vehicle may be impounded as provided for in ~~Section OMC 10.16.300~~.
- 4. Vehicles must be currently registered and operable throughout the course of their residency.
- 5. Residents may thereafter park any vehicle that is registered in the Residential Parking Program in any legal on-street parking space within their zones as described below:
  - a. Zone 1 - South Capitol Neighborhood: 1- and 2-hour parking spaces.
  - b. Zone 2 - Capitol Campus Area: 1-hour parking spaces.
  - c. Zone 3 - Capitol Campus Area: 1- and 2-hour parking spaces.



- d. Zone 4 - East Jefferson Neighborhood: 2-hour parking spaces and 9-hour meters.
- e. Zone 5 - Union Avenue Neighborhood: 2-hour parking spaces and 9-hour meters.
- f. Zone 6 - East Plum Street Area: 90-minute parking spaces and 9-hour meters.
- g. Zone 7 - Downtown Neighborhood: 9-hour meters.
- h. Zone 8 - Marina Residents: 9-hour meters.

6. Failure to comply with these requirements may result in removal from the Residential Parking Program.

E. There are established guidelines for visitor(s) of residents as follows:

1. All residents in Zone 1 who participate in the Residential Parking Program may apply for an exemption for their visitor's vehicle.

a. Visitor exemptions will only be issued for guests of people residing at the household (address). Exemptions shall be valid only for so long as the visitor remains a visitor to the applicable resident parking zone, not to exceed ten (10) business days.

b. Visitor exemptions are unlimited.

c. Parking Services must be notified of the resident's name and the visitor's vehicle information (including license plate, vehicle make, model, color, and location) for each visitor exemption.

2. All residents in Zones 2 and 3 who participate in the Residential Parking Program may apply for an exemption for their visitor's vehicle.

a. Visitor exemptions will only be issued for guests of people residing at the household (address). Exemptions shall be valid only for so long as the visitor remains a visitor to the applicable resident parking zone, not to exceed ten (10) business days.

b. Visitor exemptions will be limited to two vehicles per month January 1 through April 30.

c. Visitor exemptions May 1 through December 31 are unlimited.

d. Parking Services must be notified of the resident's name and the visitor's vehicle information (including license plate, vehicle make, model, color, and location) for each visitor exemption.

3. All residents in Zones 4, 5, 6, 7 and 8 who participate in the Residential Parking Program may apply for an exemption for their visitor's vehicle.

a. Visitor exemptions shall only be issued for guests of people residing at the household (address). Exemptions shall be valid only for so long as the visitor remains a visitor to the applicable resident parking zone, not to exceed ten (10) business days.

~~b. Visitors parking at 9-hour meters after 8:00 a.m. Monday through Friday must pay the meter for that day. Visitors are not eligible for a visitor's exemption until the next business day.~~

eb. Parking Services must be notified of the resident's name and the visitor's vehicle information (including license plate, vehicle make, model, color, and location) for each visitor exemption.

4. The Parking Services Supervisor can authorize an extension on the exemption period on visitor permits for licensed caregivers of disabled residents.

F. There are established enforcement procedures which shall be described as follows:

1. ~~The City Manager~~Director of Community Planning and Development or their designee shall establish methods and procedures to implement the provisions of this section. The methods and procedures shall be designed to provide parking time limit exemptions to residents of the streets named above in an efficient and equitable manner in accordance with all applicable laws.

2. No person shall stop, stand, or park any vehicle on the streets within any of the residential parking zones created by this chapter for a consecutive period of more than one hour, or as indicated for a particular street in ~~Section OMC 10.16.050~~, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, except recognized holidays, and except as may be provided for resident and visitor parking set forth by this chapter.

#### **10.16.060 Parking adjacent to schools**

A. The City of Olympia is authorized to erect signs indicating no parking upon that side of any street adjacent to any school property when such parking would interfere with traffic or create a hazardous situation.

B. When official signs are erected indicating no parking upon the side of a street adjacent to any school property, no person shall park a vehicle in any such designated place.

#### **10.16.070 Free parking ~~areas~~zones**

A. The City Manager is authorized to designate within Olympia two (2) hour, one (1) hour, and 90-minute free parking ~~areas~~zones. Signs shall be erected to designate these ~~areas~~zones.

B. During a single business day, a vehicle may be parked in the free parking ~~areas~~zone for up to the maximum time posted in any one ~~stall~~zone.

C. Fifteen-minute meters may be installed where deemed necessary in the downtown area, to accommodate short-term parking needs of customers. No more than two (2) fifteen-minute meters will be installed on any block face.

#### **10.16.080 Free parking limits -- Penalty for Violation**

A. No person shall park any vehicle on streets or within zones designated as timed parking for a consecutive period of more than the indicated limits set forth pursuant to ~~Section OMC 10.16.050~~, or otherwise in this chapter.



B. A showing that a vehicle was found parked in any on-street parking spaces within any one residential parking zone for more than the allotted time, shall constitute a prima facie presumption that the vehicle has been parked in violation of this section. It shall be no defense that the vehicle has been moved from one parking space to another within the parking zone if the vehicle remains in the zone at the end of the applicable time limit.

C. A first infraction shall constitute overtime parking and shall result in a penalty of ~~fifteen-twenty and no/100~~ dollars (~~\$15.00~~20.00). If a vehicle is found, pursuant to ~~Sections~~ OMC 10.16.055 through 10.16.110, parked within the areas designated herein for a second or subsequent consecutive timed period, same shall constitute chain parking and result in a penalty of ~~thirty-forty and no/100~~ dollars (~~\$30.00~~40.00).

D. When a vehicle is found parked within Residential Zone 2 designated pursuant to OMC 10.16.055.A.2 for a second, third or fourth subsequent consecutive timed period, each occurrence shall constitute an additional chain parking violation and shall result in an additional penalty of ~~thirty-forty and no/100~~ dollars (~~\$30.00~~40.00) for each of the second, third or fourth subsequent chain parking violations.

#### **10.16.090 Free parking zones -- Sign posting**

Appropriate signs shall be erected in established timed parking zones to reasonably inform the public of parking regulations enacted herein. Neither failure of a person to observe any sign nor the nonexistence of a sign in a particular location shall be a defense to any violation of ~~Sections~~ OMC 10.16.020 through 10.16.110.

#### **10.16.100 Overtime parking prohibited in metered areas -- Penalty for Violation**

A. No person shall park a vehicle in any metered space for a consecutive period of time longer than ~~that the limited period of time for which parking is lawfully time permitted in for the that~~ metered zone in which such parking meter is located, irrespective of the number or amounts of the coins deposited or time purchased in such meter.

B. A first infraction of this section shall constitute an expired meter violation if the meter is unpaid, or an overtime violation if the meter is paid, and result in a penalty of ~~fifteen-twenty and no/100~~ dollars (~~\$15.00~~20.00). If the first infraction is an expired meter violation, a second infraction, without the vehicle being moved, shall constitute an overtime parking ~~fine violation and result in a penalty of fifteen-twenty and no/100~~ dollars (~~\$15.00~~20.00), and a third infraction shall constitute a chain parking violation and result in a penalty of ~~thirty-forty and no/100~~ dollars (~~\$30.00~~40.00). If the first infraction is an overtime violation, a second infraction, without the vehicle being moved, shall constitute a chain parking violation, which shall and result in a penalty of ~~thirty-forty and no/100~~ dollars (~~\$30.00~~40.00).

#### **10.16.110 Parking of motorcycles, motor-driven cycles and mopeds within metered parking spaces**

A. Notwithstanding any provisions of the Model Traffic Ordinance as ~~A~~adopted in this title or any other provisions of this chapter, more than one (1) motorcycle, as defined in RCW 46.04.332 and/or moped, as defined in RCW 46.04.304, may be parked within a single metered parking space within the city so long as the meter is not allowed to expire and subject to the following additional provisions:

1. That no more than three (3) motorcycles, motor driven cycles and/or mopeds be allowed within a single metered parking space and that same are parked so as not to unreasonably interfere with other such vehicles; and
  2. That the vehicles be parked at an angle with the rear tire touching the curb and in a manner so as not to interfere with traffic; and
  3. That any violation would result in a citation being given to all the vehicles then parked; and
  4. That each vehicle must comply with the relevant time limit established for that parking metered space.
- B. In all other regards, the vehicles must comply with all other appropriate traffic and/or parking regulations.
- C. No vehicles other than motorcycles, motor driven cycles and mopeds shall park in a parking stall designated and signed as motorcycle parking only.
- D. Penalties for violation. Vehicles found in violation of this section shall incur an infraction of forty and no/100 dollars (\$40.00).

**10.16.120 Tampering with parking enforcement process is a violation**

A. It shall be a violation of this chapter for a person to erase chalk marks placed on tires of vehicles by enforcement officers of the city to enforce the provisions of this chapter or to tamper with any other enforcement process implemented by the officials, with the intent of circumventing that enforcement process or the provisions of this chapter.

B. No unauthorized person shall remove a meter hood that has been installed by a representative of the City of Olympia Parking Services.

C. No person shall move a sign that has been placed by a representative of the City of Olympia Parking Services.

~~BD.~~ The penalty for violation of this section shall be ~~thirty~~ forty and no/100 dollars (~~\$30.00~~40.00).

~~CE.~~ No person other than the ~~City Manager or the Manager's agent~~ Director of Community Planning and Development or their designee shall remove the ~~boot immobilization device~~ described in OMC Section 10.16.290, Immobilization, from any vehicle on which it has been installed.

~~DE.~~ No person shall move any vehicle after it has been ~~booted immobilized~~ but before the ~~boot immobilization device~~ has been removed by the ~~City Manager or the Manager's agent~~ Director of Community Planning and Development or their designee.

~~EG.~~ In any prosecution for violation of this section, upon proof that the defendant owned the vehicle at the time the ~~boot immobilization device~~ was installed and that the ~~boot immobilization device~~ was removed or the vehicle moved before the vehicle was removed from the scofflaw list, it shall be a rebuttable presumption that the accused removed the ~~boot immobilization device~~ or moved the vehicle or aided, abetted, or advised the person who did so.

FH. Making unauthorized photocopies or replicas of parking permits is a violation of this section.

**10.16.130 ~~Parking meters~~Device regulated parking – Metered parking -- Methods of fee payment: coins, prepaid cards, credit or debit cards, and permits~~No parking when payment has expired~~**

A. No person shall park a vehicle in any parking meter space alongside of and next to which a parking meter has been installed during the restricted and regulated time applicable to the parking meter zone in which such meter is located unless a United States coin or coins of the appropriate denomination as indicated on the parking meter shall have been deposited therein, or shall have been previously deposited or credited therein for an unexpired interval of time, and the meter has been placed in operation. A person may place any parking meter in operation through the use of a valid prepaid fee card or, in the case of credit card capable parking meters a valid credit or debit card, or in the case of nine-hour parking meters, by the purchase of a valid nine-hour parking meter permit issued by the Community Planning and Development Department, Parking Services. No person shall leave their vehicle in a space that requires payment past the time for which their payment has expired.

B. No person shall permit a vehicle within his/her control to be parked in any parking metered space during the restricted and regulated time applicable to the parking meter zone in which such meter is located while the parking meter for such space indicates by signal that the lawful parking time in such space has expired. This provision shall not apply to the act of parking or the necessary time which is required to deposit immediately thereafter acceptable form of payment in such meter.

C. The ~~Supervisor of Community Planning and Development Department, Parking~~ Director of Community Planning and Development or his or her ~~their~~ designee is hereby authorized to sell nine-hour parking meter permits for use ~~only at spaces regulated by~~ in designated nine-hour parking meters ~~spaces~~. The permit fee and its duration shall be set by the ~~City Manager~~ Director of Community Planning and Development or their designee and filed with the ~~City Council~~ Clerk.

DE. Any violation of this section relating to parking meters shall constitute an infraction pursuant to ~~Section OMC 10.24.050~~ and shall result in a penalty of ~~fifteen-twenty and no/100 dollars (\$15.00-20.00)~~.

**10.16.140 City parking lots -- Regulations**

A. When signs are erected giving notice thereof, no person shall stop, stand or park a vehicle within any city-maintained parking lots for a period of time longer than indicated, contrary to any restrictions or without paying the applicable parking fee established pursuant to ~~Sections OMC 10.16.140 through OMC 10.16.160~~ 150.

B. Senior permit must be displayed and visible in windshield for parking in The Olympia Center on-site lot.

C. City parking lots may only be used for parking, unless an activity is expressly authorized by a City-issued permit, lease, or unless the activity is conducted by the City. A city-issued permit includes but is not limited to a right of way obstruction permit under OMC 12.24.100, a temporary use permit under OMC 18.06.060 ~~(Z)~~ or a festival event permit under OMC 12.72.030.

D. The penalties for violation of this section shall be the penalties as set forth in OMC 12.24.160(B).

**10.16.150 City parking lots and meters metered parking -- Fee schedules**



~~A. —The City Manager—~~Director of Community Planning and Development or their designee is authorized to establish and post a fee schedule, where applicable, for city owned and/or managed parking lots and for metered parking to implement the above parking regulations by the installation of appropriate signs and/or collection devices. ~~The City Manager—~~Director of Community Planning and Development or their designee shall file the fee schedule,~~and any changes~~ with the ~~City Council~~Clerk.

~~B. — The City Manager—~~Director of Community Planning and Development or their designee is authorized to establish ~~and post fee schedules for parking lots and meters~~metered parking. ~~The City Manager—~~Director of Community Planning and Development or their designee shall file the fee schedules and any changes with the ~~City Council~~Clerk.

#### **10.16.160 City Parking Lots -- Violations -- Penalties**

A. Failure to pay fees in hourly/daily municipal lots pursuant to ~~Sections OMC~~ OMC 10.16.140 and 10.16.150 shall constitute a parking infraction and shall result in an overtime penalty of ~~fifteen—twenty and no/100~~ twenty and no/100 dollars (~~\$15.00~~20.00). Stopping, standing, or parking a vehicle for a second or subsequent time period shall result in a chain parking violation and an infraction penalty of ~~thirty—forty and no/100~~ forty and no/100 dollars (~~\$30.00~~40.00) will be issued.

B. It shall be no defense that a vehicle has been moved from one parking space to another within the parking lot if the vehicle remains in the lot at the end of the applicable time limit.

C. Leased Lots. Stopping, standing, or parking a vehicle without a valid permit shall result in an infraction penalty of ~~thirty—forty and no/100~~ forty and no/100 dollars (~~\$30.00~~40.00).

D. Towing of Vehicles from Municipal Lots – Non-Permit Holders. Vehicles without a valid, applicable leased lot permit ~~abandoned—parked~~ in city-owned lots for a period of forty-eight (48) hours shall be towed upon direction of the Director of Community Planning and Development ~~Director or their designee~~.

E. Overnight Camping. Overnight camping in city-owned or city-maintained lots is ~~not permitted~~prohibited.

F. Moving Requirement for Permit Holders. Vehicles with a valid, applicable leased lot permit must move the vehicle every forty-eight (48) hours within the lot or be subject to an infraction penalty of ~~thirty—forty and no/100~~ forty and no/100 dollars (~~\$30.00~~40.00). Not moving a vehicle for a second or subsequent forty-eight (48) hour time period shall result in a chain parking violation and an infraction of ~~thirty—forty and no/100~~ forty and no/100 dollars (~~\$30.00~~40.00). After three citations for violation of this section within a five (5) day period, the vehicle may be impounded as provided for in ~~Section OMC~~ OMC 10.16.300.

#### **10.16.210 Prohibited parking**

A. Vehicles must park within pavement markings which indicate parking stalls.

B. In areas that are posted, "BACK IN PARKING ONLY," vehicles must back into the parking stall.

C. Parking- non-city vehicles is prohibited in areas designated and signed for city vehicles only.

~~D. Vehicles found in violation of this section shall incur an infraction of fifteen—twenty and no/100~~ forty and no/100 dollars (~~\$15.00~~20.00).

#### 10.16.220 General parking prohibitions

A. No person shall stop, stand or park a vehicle, except when necessary to avoid conflict with other traffic or in compliance with the directions of a peace officer or traffic control device, in any of the following places:

1. On a sidewalk or planting strip;
2. In front of a public or private driveway or within five (5) feet of the curb radius leading thereto, except in the parking meter zone or elsewhere where official parking meters, signs or pavement markings designate a parking space nearer a driveway;
3. Within an intersection;
4. Within six hundred (600) feet of any place in the city where a fire is in progress;
5. On a crosswalk;
6. Within thirty (30) feet upon the approach to any flashing beacon, stop sign, or traffic control signal located at the side of a roadway, except in the parking meter zone or elsewhere where official parking meters, signs, or pavement markings designate a parking space nearer such beacon, sign or signal;
7. Within thirty feet of the nearest rail of a railroad crossing;
8. Within fifty feet of the driveway entrance to any fire or police station or on the side of a street opposite the entrance to any fire station within seventy-five feet of said entrance when proper signs are posted;
9. Within twenty feet of a crosswalk at an intersection except in the parking meter zone or elsewhere where official parking meters, signs or pavement markings designate a parking space nearer a crosswalk;
10. Alongside or opposite any street excavation or obstruction when such stopping, standing, or parking would obstruct traffic;
11. On the roadway side of any vehicle stopped or parked at the edge or curb of a street (double parking);
12. Upon any bridge or other elevated structure upon a highway, or within a highway tunnel or underpass;
13. At any place where official signs prohibit stopping;
14. Within fifteen feet of any fire hydrant;
15. On any street in such manner as to block or interfere with the free use of the street, or any alley or driveway;

16. Within thirty feet of a posted bus stop sign;
17. In any marked or designated bus zone; ~~and~~
18. Along one side of a street or highway in a direction opposite to the traffic flow (facing the wrong direction);<sub>;</sub>
19. Alongside yellow curb or yellow stripe;<sub>;</sub>
20. Within or blocking any alley;<sub>;</sub> or
21. In a parking meter space that has been reserve hooded for construction or other special circumstances.

~~B. Penalties for Violation. Vehicles found in violation of this section, except subsection A14 of this section, shall incur an infraction of seventy-five and no/100 dollars (\$75.00). A second infraction, without the vehicle being moved for a period of one (1) hour, shall constitute a second restricted parking fine-penalty of seventy-five and no/100 dollars (\$75.00), and a third infraction, without the vehicle being moved for a period of one (1) hour, shall constitute a third restricted parking fine-penalty of seventy-five and no/100 dollars (\$75.00).~~

C. Pursuant to OMC 10.16.300 Section A. 7, a vehicle that has received three (3) consecutive citations and has been deemed a hazard to motorists or pedestrians shall be impounded.

D. Pursuant to OMC 10.16.300 Section A. 8, a vehicle that has occupied a parking space for twenty-four (24) hours after the meter has been hooded or the space has been barricaded shall be impounded.

### **10.16.230 – Limitations to free on-street Parking for those with disability placards**

A. Those vehicles displaying a special parking placard or special license plate issued for disabled parking pursuant to Chapter 46.19 RCW may park free in any non-reserved, on street pay parking space for a maximum of four hours, where the four hour time limit is posted.

B. The time limit shall not apply to on street parking signed with the symbol designating that space for disabled parking only.

C. Penalty for this violation shall be covered under OMC 10.16.080.C and OMC 10.16.100.B.

### **10.16.240 Vanpools -- Definition**

For purposes of Sections OMC 10.16.240 through 10.16.260, the term "vanpool" shall mean a ride-sharing vehicle as defined in RCW 46.74.010, to wit: A passenger motor vehicle with a seating capacity not exceeding fifteen persons including the driver while being used for commuter ride sharing or for ride-sharing for the elderly and the handicapped. Definitions of other terms set forth in RCW Chapter 46.74 are also incorporated in this section by reference as though fully set forth.

#### **10.16.250 Vanpool -- Parking limitation exemptions**

With a proper permit issued pursuant to this chapter, vanpools, while being used in the manner described in RCW 46.74, shall be exempt from the following:

- A. Payment at any nine hour parking meter located in the downtown area;
- B. Compliance with parking time limitations established in residential areas.

#### **10.16.260 Vanpools -- Permits**

The ~~City Manager~~ Director of Community Planning and Development or their designee is instructed to establish rules and regulations for the issuance of parking exemption permits for vanpools operating in accord with RCW 46.74 and this chapter. ~~Said Parking exemption~~ rules may include time limitations for ~~said permits and a fee therefore.~~

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#### **10.16.270 ~~Penalties~~ Delinquent Penalties**

Any penalty imposed for a violation of any section in this chapter (including any sections of State law adopted by reference) that remains unpaid to the Olympia Municipal Court or a payment schedule therefore is not arranged through the Olympia Municipal Court within ~~thirty-five (3015)~~ days of being assessed are subject to increase and/or additional penalties as follows:

- A. The penalty for failure to respond to a notice of traffic infraction related to parking shall be the amount of the infraction automatically increased by 100%, not to exceed a maximum of twenty-five and No/100 dollars (\$25.00);
- B. If the penalty imposed for a violation of any section of this chapter, as increased, is not paid within sixty days of the date it was imposed:
  - 1. The original unpaid balance plus any additional penalty will be turned over to a collection agency for collection and is subject to additional collection charges; and
  - 2. The person assessed the penalty may be placed on the scofflaw list pursuant to OMC 10.16.280, and the person's vehicle may be subject to immobilization and/or impoundment thereunder.

#### **10.16.280 Parking Services' Scofflaw List**

- A. Creation of Scofflaw List. As frequently as practicable, the ~~Supervisor of the Olympia Municipal Court Services or his or her designee ("Supervisor")~~ Director of Community Planning and Development or their designee shall prepare and update the scofflaw list consisting of vehicles involved in ~~eight (8)~~ three (3) or such greater number of parking tickets unpaid more than ~~sixty (60)~~ thirty (30) days after their issuance that the Supervisor shall determine is efficient to include on the scofflaw list.
- B. Civil Penalties to Cover Administrative Costs. There is hereby imposed upon the owner of every vehicle on the scofflaw list a civil penalty in the amount specified in OMC Section 4.60.020 "Vehicle Immobilization and Impoundment Costs, Fees, and Civil Penalties," to cover costs of administering the scofflaw list. There is also hereby imposed upon the owner of every vehicle on the scofflaw list that is immobilized or impounded

hereunder a civil penalty in the amount specified in OMC Section 4.60.020 "Vehicle Immobilization and Impoundment Costs, Fees, and Civil Penalties," to cover the additional administrative costs of immobilization and/or impoundment.

C. Notice. The Supervisor shall give notice by first class mail to the registered owner of each vehicle on the scofflaw list, stating that the vehicle is on the scofflaw list and:

1. The date and the nature of each ticket overdue and the amount due on each;
2. That a scofflaw list fee in the amount specified in subsection B of this section has been imposed to cover administrative costs;
3. The total amount currently due;
4. A specific deadline for response, no less than ten (10) days after the date of mailing;

The notice required by this subsection ~~of this section~~ is sufficient if mailed to the address provided by the Washington State Department of Licensing; provided, however, that if the Supervisor is unable, after exercising due diligence, to discover any mailing address, then notice is sufficient if it is published once in a newspaper of general circulation in the city, posted on the vehicle, or personally served on the vehicle owner or driver, or provided by any other means reasonably calculated to provides notice to the vehicle owner or driver.

D. That the owner shall, by said deadline, respond to the notice. Response shall be by paying the total amount due.

E. That if the vehicle owner fails to respond within the prescribed time period, the listed vehicle will be subject to immediate immobilization or impoundment pursuant to the procedures in OMC ~~Section 10.16.290~~, payment of the civil penalties imposed under subsection B above, and payment of the costs of immobilization, towing and storage.

F. If the vehicle owner or an agent of the owner pays the fines and fees, including the amount(s) specified in OMC ~~Section 4.60.020~~ "Vehicle Immobilization Impoundment Costs, Fees, and Civil Penalties", and all towing and storage charges, the Supervisor shall remove such vehicle from the scofflaw list. If any parking ticket not included on the scofflaw list for which the owner is liable becomes overdue before the owner or agent appears to pay, such subsequent tickets shall also be paid before the vehicle is removed from the scofflaw list.

G. The owner of a vehicle that is subject to the procedures of this section ~~and OMC Section 10.16.290, Immobilization,~~ and OMC ~~Section 10.16.300~~, Impoundment, is entitled to a hearing in the Olympia Municipal Court pursuant to RCW 46.55.120(2)(b) to contest the validity of the immobilization, impoundment or the amount of towing and storage charges. Any request for a hearing and the resolution thereof shall be as set forth in RCW 46.55.120(3), which is hereby adopted by reference as said provisions now exist or are hereafter amended.

H. Vehicles on the scofflaw list are not eligible to purchase city leased lot parking permits.

#### **10.16.290 Immobilization**



A. If the owner of a vehicle to whom notice has been sent pursuant to OMC 10.16.280.C fails to respond to the notice within the deadline therein specified by paying all fines, fees, towing, storage and administrative charges then due, including but not limited to the amount(s) specified in OMC ~~Section~~ 4.60.020 "Vehicle Immobilization and Impoundment Costs, Fees, and Civil Penalties" so that the vehicle can be removed from the scofflaw list under OMC 10.16.280.F, then, at the discretion of a Parking Services Field Representative of the Community Planning and Development Department or a police officer, such vehicle may be immobilized by installing on such vehicle a device known as a "boot immobilization device," which immobilizes the vehicle either by clamps and locks on to a wheel of the vehicle and impedes movement of such vehicle, or by attaching to the vehicle's windshield in such a manner to obscure the view of the driver, thereby preventing legal operation of the vehicle.

B. The person installing the boot-immobilization device shall leave under the windshield wiper or otherwise attach to such vehicle a notice advising the owner that such vehicle has been ~~booted-immobilized~~ by the City of Olympia for failure to pay ~~eight (8) three (3)~~ or more uncontested parking tickets within ~~sixty (60) thirty (30)~~ days of their issuance, that release of the boot-immobilization device may be obtained by paying the fines, fees and civil penalties due, that unless such payments are made within two (2) business days of the date of the notice, the vehicle will be impounded, and that it is unlawful for any person to remove or attempt to remove the boot-immobilization device, to damage the boot-immobilization device, or to move the vehicle with the boot-immobilization device attached.

C. No parking restriction otherwise applicable to the vehicle applies while the vehicle is immobilized by an boot-immobilization device installed under the provisions of this section.

D. Before the vehicle may be released from immobilization, the vehicle owner or an agent of the owner shall pay all fines and fees then due, including but not limited to the amounts specified in OMC Section 4.60.020 "Vehicle Immobilization and Impoundment Costs, Fees, and Civil Penalties." Upon such payment, the vehicle shall be removed from the scofflaw list, and the Supervisor or designee shall promptly authorize the removal of the boot-immobilization device from the vehicle. If any parking ticket not included on the scofflaw list for which the owner is liable becomes overdue before the owner or agent pays, such subsequent tickets shall also be paid before the vehicle may be removed from the scofflaw list or released from immobilization.

### **10.16.300 Impoundment**

A. At the discretion of a Parking Services Field Representative of the Community Planning and Development Department or a police officer, the following vehicles may be impounded:

1. A vehicle that was involved in ~~twelve-five (125)~~ or more parking tickets that are unpaid ~~sixty-thirty (60) thirty (30)~~ or more days after the date of their issuance, where the registered owner of the vehicle was sent a notice pursuant to OMC 10.16.280.C and the owner fails to respond to the notice within the deadline therein specified by paying all fines, fees, towing, storage and administrative charges so that the vehicle can be removed from the scofflaw list under OMC 10.16.280.F; or

2. A vehicle that was immobilized pursuant to OMC Section 10.16.290 and the vehicle's owner failed to pay all fines, fees, and administrative charges within two (2) business days of the date the vehicle was immobilized so that the vehicle can be removed from the scofflaw list under OMC 10.16.280.F; or

3. A vehicle that has received three citations for parking in violation of OMC Section 10.16.030 "Recreational Vehicles..." within any one calendar year and for which notice of impoundment has been securely attached to and conspicuously displayed on the vehicle twenty-four (24) hours prior to such impoundment; or

4. A vehicle that has received three (3) consecutive citations for parking in violation of OMC Section 10.16.055.D.3, "Residential Parking Program..." and for which notice of impoundment has been securely attached to and conspicuously displayed on the vehicle twenty-four (24) hours prior to such impoundment; or

5. A vehicle that has received three (3) consecutive citations for parking in violation of OMC Section 10.16.160.F, "City Parking Lots..." and for which notice of impoundment has been securely attached to and conspicuously displayed on the vehicle twenty-four (24) hours prior to such impoundment; or

6. As otherwise authorized by the Model Traffic Code as adopted by reference in the Olympia Municipal Code;:

7. A vehicle that has received three (3) consecutive restricted citations and/or is deemed a hazard to motorists or pedestrians;

8. A vehicle that has occupied a metered parking space twelve (12) hours after the meter/s have been hooded/barricaded/sandwich boarded for reservation; or

9. A vehicle that has occupied a load zone for twenty-four (24) hours and has received three (3) consecutive load zone violation citations.

B. The Parking Services Field Representative or police officer, as applicable, shall use the uniform impound authorization and inventory form provided for by administrative rule by the Washington State Patrol pursuant to RCW 46.55.075.

C. If a vehicle has been impounded pursuant to OMC 10.16.290, before the vehicle may be released from impound, the vehicle owner or an agent of the owner shall pay all fines and fees then owing, including but not limited to the amounts specified in OMC-Section 4.60.020 "Vehicle Immobilization and Impoundment Costs, Fees, and Civil Penalties", and all towing and vehicle storage charges. Upon such payment, the vehicle shall be removed from the scofflaw list. If any parking ticket not included on the scofflaw list for which the owner is liable becomes overdue before the owner or agent pays, such subsequent tickets shall also be paid before the vehicle may be removed from the scofflaw list or released from impoundment.

D. If a vehicle has been impounded for a violation of OMC 10.16.030, 10.16.055, or 10.16.160 the vehicle may be immediately released from impound upon payment of all impound, tow and any other charges due the tow company.

#### **10.16.310 Downtown Carpool Parking Program**

A. There is hereby established a Downtown Carpool Parking Program (Program) within the City of Olympia downtown core. Program members who are properly registered and in compliance with the requirements of

this chapter are hereby authorized to park ~~free of~~without meter charges in any parking space equipped with a nine-hour meter within the downtown core.

B. The City Manager or his/her designee is hereby authorized to establish policies and procedures by which to administer the Program.

C. Definitions:

1. Downtown core: The area in the City of Olympia within the boundaries of Market Street to the North, 16th Street/Maple Park Avenue to the South, Capitol Lake/Budd Inlet to the West, and Eastside Street to the East.

2. Carpool: Two or more individuals who reside outside of the downtown core as defined in this chapter and who are each employed within the downtown core, commuting together in one vehicle to their respective places of employment.

D. Requirements and responsibilities for participation in the Downtown Carpool Parking Program.

1. The following requirements must be met in order to participate in the Program:

a. Each carpool member must individually:

i. Submit all required information to the Community Planning and Development Department, Parking Services;

ii. Reside outside of the downtown core and submit any required proof of residency;

iii. Be a current employee or employer of a business in the downtown core and submit the required proof of such status;

iv. Timely pay the required administrative per-person fee to participate in the program;

v. Obtain from Parking Services a proper permit and display such permit together with at least one other member's permit on the dash of the carpool vehicle in plain view from the outside of the vehicle to be eligible to park free of nine (9) hour meter charges for that day;

vi. Immediately notify Parking Services of any change in status and provide current information.

vii. Renew permit before the first day of the next month to maintain active permit status.

b. Each carpool driver must:

i. Submit all required driver and vehicle information to the Community Planning and Development Department, Parking Services and pay any required fees;

- ii. Ensure that at least two (2) carpool member permits are displayed on the dash of the carpool vehicle in plain view from the outside of the vehicle in order to be eligible to park free of nine-hour meter charges for that day;
- iii. Maintain and provide proof of a valid vehicle registration and insurance for the vehicle participating in the Program;
- iv. Maintain and provide proof of a valid driver's license;
- v. Immediately notify Parking Services of any change in status and provide current information.

E. Violations/Penalties. Failure to follow any of the requirements of this chapter constitutes a violation and may result in any one or a combination of the following:

1. Suspension from the Program for a period of time established by the ~~Parking Services Operations Supervisor~~ Director of Community Planning and Development or their designee;
2. Denial of continued and/or future participation in the Program;
3. An infraction of ~~thirty~~ forty and no/100 dollars (~~\$30.00~~40.00) to the registered vehicle owner for each violation.

**10.16.320 Parking unregistered or unlicensed vehicles on ROW or other City property**

A. No person shall park a vehicle on city right of way or other city property unless a valid license plate is properly affixed to the vehicle and such license plate displays current registration tabs in compliance with Washington state law.

B. The penalties for violation shall result in an infraction of thirty and no/100 dollars (\$30.00).

**Section 2. Amendment of OMC 10.20.** Olympia Municipal Code Chapter 10.20 is hereby amended to read as follows:

Chapter 10.20  
MISCELLANEOUS REGULATIONS

10.20.000 Chapter Contents

Sections:

- 10.20.010 One-way streets and alleys.
- 10.20.020 Emerging from alley or driveway.
- ~~10.20.030 Parking meter operation and revenue control.~~
- 10.20.040 Curb-loading zone designation, taxi zones and ~~bus stops~~ passenger and freight.
- ~~10.20.050 Safety belts — State law adopted by reference.~~
- ~~10.20.060 Wearing of safety belts — Penalty.~~
- 10.20.090 Civil Citation Authority -- Parking Services Field Representatives.
- 10.20.100 State law adopted by reference.



#### **10.20.010 One-way streets and alleys**

Upon those streets and parts of streets and in those alleys described in Schedule I attached to Ordinance 2727, on file in the office of the city clerk treasurer designated by the City as one way, vehicular traffic shall move only in the indicated direction when signs indicating the direction of traffic are erected and maintained at every intersection where movement in the opposite direction is prohibited, and a vehicle passing around a rotary traffic island shall be driven only to the right of such island.

#### **10.20.020 Emerging from alley or driveway**

No vehicle shall back into or out of an alley or driveway, except when ~~same the alley or driveway~~ is obstructed.

No driver shall enter any street at any point other than a street intersection at a rate of speed exceeding five miles per hour, nor operate a vehicle in excess of fifteen miles per hour in any alley.

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#### **~~10.20.030 Parking meter operation and revenue control~~**

~~The operation, maintenance and collections of parking meters and enforcement of ordinances relating thereto shall be under the jurisdiction of the City Manager or his or her designee.~~

#### **10.20.040 Curb-loading zone designation taxi zones and bus stops – passenger and freight**

The Director of Community Planning and Development ~~Director or his or her their~~ designee is authorized to determine the location of passenger and freight curb-loading zones including taxi zones, and shall place and maintain appropriate signs indicating the same and stating the hours during which the provisions of this section are applicable. A time limit of fifteen (15) to thirty (30) minutes shall be established in the said areas.

A. No person or business shall be granted the right, use or franchise for vehicle parking ~~or on~~ any portion of the surface area of any public highway to the exclusion of any other like person or business.

B. Loading zones shall be used with permit for the express purpose of loading/unloading passengers or merchandise, as indicated by posting of signs. Misuse shall result in the issuance of an infraction.

C. Merchandise is defined as large/bulky items that are in excess of ten (10) pounds.

D. ~~Penalty for Violation. Any violation of this section shall constitute an infraction and result in a penalty of seventy-five and no/100 dollars (\$75.00). A first infraction of this section shall constitute a violation and result in a penalty of seventy-five and no/100 dollars (\$75.00). A second infraction without the vehicle being moved for a period of thirty (30) minutes shall constitute a second violation and result in a penalty of seventy-five and no/100 dollars (\$75.00). A third infraction without the vehicle being moved for a period of thirty (30) minutes shall constitute a third violation and result in a penalty of seventy-five and no/100 dollars (\$75.00).~~

E. A vehicle that has occupied a load zone and has received three (3) consecutive load zone violation citations within one (1) business day shall be impounded pursuant to OMC 10.16.300.A. 9.

**~~10.20.050 Safety belts -- State law adopted by reference~~**

~~RCW 46.61.688, adopted as Chapter 152, Section 1, Laws of 1986, is adopted by reference as though fully set forth herein.~~

**~~10.20.060 Wearing of safety belts -- Penalty~~**

~~Any violation of RCW 46.61.688, as incorporated by reference above, shall constitute a traffic infraction, governed by the provisions of RCW Chapter 46.63 and OMC Chapter 10.24 of this code.~~

**10.20.090 Civil citation authority -- Parking Services Field Representatives**

City of Olympia Parking Services Field Representatives may issue civil citations for violation of the following:

- OMC Section 10.16.020 Parking prohibited at all times on certain streets-Penalty for violation

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- OMC Section 10.16.030 Recreational vehicle parking on city streets over 24 hours or between the hours of 3:00 a.m. and 6:00 a.m. prohibited without permit – Penalty for violation
- OMC Section 10.16.055 Residential Parking Program Established
- OMC Section 10.16.060 Parking adjacent to schools
- OMC Section 10.16.070 Free parking ~~areas~~zones
- OMC Section 10.16.080 Free parking limits-Penalty for violation
- OMC Section 10.16.100 Overtime parking prohibited in metered areas -- Penalty for Violation
- OMC Section 10.16.110 Parking of motorcycles, motor-driven cycles and mopeds within metered parking spaces
- OMC Section 10.16.120 Tampering with parking enforcement process is a violation
- OMC Section 10.16.130 Parking meters-Methods of fee payment: coins, prepaid cards, credit/debit cards and permits
- OMC Section 10.16.140 City parking lots-Regulations
- OMC Section 10.16.210 Prohibited parking
- OMC Section 10.16.220 General parking prohibitions
- OMC Section 10.16.240 Vanpools-Definition
- OMC Section 10.16.250 Vanpool-Parking limitation exemptions
- OMC Section 10.16.260 Vanpools-Permits
- OMC ~~Chapter~~ Section 10.18.020 Truck and Trailer Parking In Residential Areas – Unlawful in residential areas
- OMC Section 10.20.040 Curb-loading zone designation taxi zones and bus stops
- RCW 46.16.381 Special parking for disabled persons -- Penalties -- Enforcement.
- ~~RCW 46.55.085~~ Law enforcement impound — ~~Unauthorized vehicle in right-of-way~~
- RCW 46.08.182 Electric vehicle charging stations – Signage – Penalty.

**Section 3. Corrections.** The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance, including the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

**Section 4. 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 5. Ratification.** Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

**Section 6. Effective Date.** This Ordinance shall take effect thirty (30) days after publication, as provided by law.

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MAYOR

**ATTEST:**

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CITY CLERK

**APPROVED AS TO FORM:**



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DEPUTY CITY ATTORNEY

**PASSED:**

**APPROVED:**

**PUBLISHED:**

## Summary of Parking Ordinance Changes

Chapter	Section	Item	Suggested Change	Explanation
10.16.020	Parking prohibited at all times on certain streets	B & C	Additional penalties and option to impound vehicle	Increase disincentives for illegal parking
10.16.030	Recreational vehicle parking on city streets over 24 hours or between the hours of 3:00 a.m. and 6:00 a.m. prohibited without permit	B.1	Adding 'conversion vans' to list	New type of vehicle not currently covered in OMC
10.16.055	Residential Parking Program <b>See Parking Strategy 5.4</b>	B.4 & D.3.b	Change fee from \$10/year to \$60/year for zones within Downtown boundary (4, 5, 7, and 8)	Per strategy, on-street downtown parking should be comparable to off-street market rates to prioritize short term use at the curb and encourage off-street parking for residential long-term use.
10.16.070	Free parking areas	Section header, A, & B	Changing 'area' to 'zone', adding 'one hour' to list of zones	The term 'zone' is industry standard. 'Area' comes across as amorphous.
10.16.110	Parking of motorcycles, motor-driven cycles and mopeds within metered parking spaces	C.1 & C.2	Restricting parking to motor driven cycles only and adding penalty.	This prohibits small cars from using motorcycle stalls
10.16.120	Tampering with parking enforcement process is a violation	B & C	Specifying meter hoods and signs as enforcement process and replacing "boot" with "immobilization device"	Needed explicit prohibition on tampering with signs and meter hoods, and boots may be joined by 'barnacles', which affix to the windshield.
10.16.130	Parking Meters - Methods of fee payment: coins, prepaid cards, credit or debit cards, and permits Related to Parking Strategy 1.1	Header	changing 'parking meters' to 'metered parking'. Also cleaning up overly-complicated language.	Allows for broader use of payment devices, including mobile pay-by-phone options.
10.16.140	City parking lots -- Regulations		Specifying that Senior permits are required for parking at the Olympia Center on-site lot	clears up confusion about who is allowed to park at lot
10.16.150	City parking lots and meters - Fee schedules		changing 'parking meters' to 'metered parking'	Allows for broader use of payment devices, including mobile pay-by-phone options.
10.16.210	Prohibited parking	C	Add city-vehicle designated spaces to prohibited parking	Need explicit prohibition on parking in spaces reserved for city vehicles
10.16.220	General parking prohibitions	A.21, B, C and D	Add meter hoods, cones, and barricades to list of prohibited parking, remove exception to subsection A14 (fire hydrant), specifying "one hour" as period between citations, and allowing for impoundment for hazardous vehicles after 3 citations or 24 hours after a meter was hooded	Need explicit prohibition on parking at barricades and meter hoods, clarifying fee for parking at a fire hydrant, and enabling parking services to move hazardous vehicles
10.16.230	Disabled parking <b>See Parking Strategy 7.3</b>	New Ordinance	Add ordinance establishing time limits for disabled parking at meters and in timed zones	Without a time limit, disabled placards function as a universal parking permit, encouraging misuse. The 4-hour limit is consistent with State Law.



Chapter	Section	Item	Suggested Change	Explanation
10.16.270	Penalties		shortening timeframe for latefees	This relates to shortening timeframe for immobilization and impoundment (10.16.280-300)
10.16.280	Parking Services' Scofflaw List	A & G	A) Reducing number of tickets from eight to three, and time period from sixty to thirty G) Remove "and OMC Section 10.16.290, Immobilization,"	A) constraining the number of tickets and days prevents the excessive accumulation of citations which often leads to fine amounts greater than the value of the vehicle, leading to abandonment. G) A hearing for an immobilized vehicle would prevent vehicle from being impounded, leaving it on the street for days, if not weeks.
10.16.290	Immobilization See Parking Strategy 1.1	A, B, C, and D	A-D) Changing "boot" to "immobilization device" and describe barnacle B) Reducing number of tickets from eight to three, and time period from sixty to thirty	A-D) Immobilization technology changing to include other methods of immobilizing vehicles B) constraining the number of tickets and days prevents the excessive accumulation of citations which often leads to fine amounts greater than the value of the vehicle, leading to abandonment.
10.16.300	Impoundment	A.1 & A.7-9	A.1) Reducing number of tickets from twelve to five, and time period from sixty to thirty A.7-9) Adding hazardous vehicles with 3 consecutive restricted citations, 12 hour hooded meters, and vehicles in load zones with 3 consecutive citations over 24 hours	A.1) constraining the number of tickets and days prevents the excessive accumulation of citations which often leads to fine amounts greater than the value of the vehicle, leading to abandonment. A.7-9) Having the authority to impound allows business to continue, reduces chaos.
10.16.310	Downtown Carpool Parking Program	A, D.1.a.vii.	Changing "free of" to "without" and requiring permit renewal by first of following month.	"free" can give the false impression that the permit is free, and the code needed specificity pertaining to the renewal deadline.
10.16.320	Expired or improper license plates	New Ordinance	Prohibits parking in right-of-way with improperly displayed plates	RCW requires valid registration to operate vehicle, but it is often difficult to catch operators in the act. \$30 penalty encourages responsible vehicle ownership
10.20.040	Curb-loading zone designation taxi zones- passenger and freight	Header, B, D, and E	Adding "with permit", removing "bus stops", adding chain violations, and option to impound	Loading zones are important to the movement of products and services. Restricting access via permits, increasing the penalties, and adding the option to impound an offending vehicle will return the flow of commerce back to normal faster.
10.20.100	State Law adopted by reference	adding/updating RCW	Add 46.55.113 - Removal by police officer - definition	RCW authorizes police to impound vehicles on the right of way with expired tabs over 45 days or illegally occupying a handicap parking stall or commercial loading zone

## Updated Fine Table

*Fine increases were reported to City Council September 24th*

<b>Citation</b>	<b>Current</b>	<b>Proposed</b>
Expired Meter	\$15	\$20
Overtime Parking	\$15	\$20
Chain Parking	\$30	\$40
Improper Motorcycle Parking	\$30	\$40
Tampering	\$30	\$40
Unpermitted Lease Lot	\$30	\$40
Prohibited parking 10.16.210	\$15	\$20
Restricted Parking	\$75	\$75
Carpool Violation	\$30	\$40
Expired Registration	New	\$30