



# City of Olympia

## Future City Council Meeting Agendas

### As of April 12, 2019

The Capital of  
Washington State

601 4<sup>th</sup> Avenue E.  
Olympia, WA 98501  
Information: 360-753-8447

[www.olympiawa.gov/councilagenda](http://www.olympiawa.gov/councilagenda)

**Items Scheduled are  
Subject to Change**

## UPCOMING AGENDA ITEMS

### ITEMS TO BE SCHEDULED

#### Council

- A. STUDY SESSION - Maintenance Facility Needs for Public Works and Parks (Rich Hoey, PW) (file # 18-0265)
- B. CONSENT - Approval of a Resolution Authorizing a Contract with the Olympia School District for the School Resource Officer Program (Chandra Brady, OPD)
- C. OTHER BUSINESS - Downtown Sanitation Plan and Downtown Restroom Update (Mark Rentfrow, CPD)
- D. OTHER BUSINESS - Briefing on Business License and Business & Occupation Tax Threshold (Mike Reid, CPD)

#### Finance Committee - 3<sup>rd</sup> Wednesday, 5:30 pm (Jim Cooper - Chair, Jessica Bateman, Lisa Parshley)

- A. Predictable Work Schedules (*General Government Committee*)
- B. Update on Regional Fire Study (*Greg Wright, Fire*)

#### General Government Committee - 4<sup>th</sup> Wednesday, 4:00 pm (Renata Rollins - Chair, Cheryl Selby, Clark Gilman)

#### Land Use and Environment Committee - 3<sup>rd</sup> Thursday, 5:30 pm (Clark Gilman - Chair, Nathaniel Jones, Lisa Parshley)

#### April 23 - 6:00 pm

#### **OLYMPIA METROPOLITAN PARKS DISTRICT BOARD**

- A. Annual elections for President and Vice President
- B. Approve 2020 Advisory Committee Work Plan
- C. Appoint New Citizen Advisory Committee Members (if necessary)

#### April 23 - 7:00 pm

#### **CITY COUNCIL**

- A. **SPECIAL RECOGNITION** - Recognizing Jane LeClergue for Service on the Design Review Board
- B. **SPECIAL RECOGNITION** - Recognizing Dwayne Harkness for Service on the Heritage Commission
- C. **SPECIAL RECOGNITION** - Presentation of the Environmental Protection Agency (EPA) Drinking Water Revolving Fund WATERS Award for the McAllister Wellfield Corrosion Control Facility (*Rich Hoey, Public Works*)
- D. **CONSENT** - Approval of Resolution Authorizing a Ground Lease with New Cingular Wireless PCS, LLC (*Thanh Jeffers, PW*) (File # 19-0282)
- E. **CONSENT** - Approval of a Resolution Sponsoring Behavioral Health Resources Request to Join the Association of Washington Cities Employee Benefit Trust (*Jay Burney, Exec*)
- F. **CONSENT** - Approval of Right-of-Way Acquisition for Henderson / Eskridge Compact Roundabout Project (*Kris Horton, PW*)
- G. **CONSENT** - Approval of Intergovernmental Agreement for EMAC and PNEMA Assistance (*Patrick Knouff, Fire*)
- H. **CONSENT** - Approval of a Resolution Authorizing a Contract with Yakima County for Jail Services (*Chandra Brady, OPD*) (file # 19-0141)
- I. **CONSENT** - Approval of a Professional Services Agreement for the Elliott and Fir Street Reservoir Seismic (*Tim Richardson, PW*) (file # 19-0237)
- J. **CONSENT** - Ann Street Latecomer's Agreement (*Tiffani King, CPD*)
- K. **CONSENT** - Approval of an Ordinance Amending Ordinance (Operating Budget) (*Bill Sampson, Administrative Services*)
- L. **CONSENT** - Approval of an Ordinance Amending Ordinance 7174 (Special Funds) (*Bill Sampson, Administrative Services*)

*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 360.753.8244 by 10:00 a.m. the date 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.*

- M. **CONSENT** - Approval of an Ordinance Amending Ordinance 7175 (Capital Budget) (*Bill Sampson, Administrative Services*)
- N. **CONSENT** - Approval of a Resolution Authorizing an Alley Lease with the Reef Restaurant (*Mark Rentfrow, CPD*)
- O. **OTHER BUSINESS** - Integrated Emergency Management Course Report (*Greg Wright, Fire*)
- P. **OTHER BUSINESS** - Neighborhood Matching Grants (*Marygrace Goddu, CP&D*)
- Q. **OTHER BUSINESS** - Update on 2019 Home Fund Award Process (*Cary Retlin*)

April 24 - 4:00 pm

**GENERAL GOVERNMENT COMMITTEE**

- A. Community Development Block Grant (CDBG) - Program Year 2018 Action Plan (*Keith Stahley, CPD*)
- B. Economic Development Update (*Mike Reid, CPD*)
- C. Mid-Year Retreat Discussion (*Kellie Purce Braseth, Exec*)
- D. DT Ambassador Update (*Mark Rentfrow, CPD*)

April 25 - 5:30 pm

**LAND USE & ENVIRONMENT COMMITTEE**

- A. Downtown Design Guidelines (*Joyce Phillips, CPD*)
- B. Discussion of the Public Process for Input on the Development Review Process (*Leonard Bauer and Tim Smith, CPD*) (File # 19-0248)
- C. Vulnerable Renter Protections (*Cary Retlin, CPD*)

April 30

**CITY COUNCIL - NO MEETING**

May 7 - 7:00 pm

**CITY COUNCIL**

- A. **SPECIAL RECOGNITION** - American legion Officer of the Year Award Recipient (*Chandra Brady, OPD*)
- B. **SPECIAL RECOGNITION** - Center for Court Innovation Award to the City of Olympia (*Diane Whaley, Admin. Svcs.*)
- C. **SPECIAL RECOGNITION** - Historic Preservation Month (*Mary Grace Goddu, CPD*)
- D. **SPECIAL RECOGNITION** - Bicycle Commuter Month Proclamation (*Michelle Swanson, PW*) (file # 19-0258)
- E. **PUBLIC HEARING** - Consideration of a Continuance of the Public Health Emergency Related to Homelessness (*Keith Staley, CPD*)
- F. **CONSENT**- Approval of an ordinance adding the Home Fund Advisory Board to Olympia Municipal Code Chapter 2.100 (*Mark Barber, Legal*)

May 14 - 7:00 pm

**CITY COUNCIL**

- A. **SPECIAL RECOGNITION** - National Corrections Officer Week (*Chandra Brady, OPD*)
- B. **SPECIAL RECOGNITION** - National Police Week (*Chandra Brady, OPD*)

May 15 - 5:30 pm

**FINANCE COMMITTEE**

- A. Budget Snapshot: Comprehensive Financial Annual Report (*Debbie Sullivan, Admin Svcs*)
- B. Lifeline Utility Rate Update (*Eric Christensen, PW*)
- C. Commercial Parking Tax (*Max DeJarnatt, CPD*)
- D. Briefing on Long-Term Debt
- E. Discussion on Olympia Fire Department Level of Service (*Greg Wright and Mike Buchanan, Fire*)
- F. Budget Stabilization Reserve (*Debbie Sullivan, Admin Svcs*)
- G. 2019 First Quarter Budget Report (*Joan Lutz, Admin Svcs*)

- May 16 - 5:30 pm**                      **LAND USE & ENVIRONMENT COMMITTEE**

  - A. Missing Middle Metrics (*Leonard Bauer, CPD*)
  - B. Public Restroom Status Report (*Mark Rentfrow, CPD*)
  - C. Short-Term Rental Status Report (*Leonard Bauer, CPD*)
  - D. CPD Organizational Structure (*Keith Stahley, CPD*)
- May 21 - 7:00 pm**                      **CITY COUNCIL**
- May 22 - 4:00 pm**                      **GENERAL GOVERNMENT COMMITTEE**

  - A. ArCH Work Plan Update (*Jay Burney, Exec*)
  - B. Public Safety/OPD Updates (*Ronnie Roberts, OPD*)
  - C. PBIA Update (*Max DeJarnatt, CPD*)
- May 28**                                      **CITY COUNCIL - NO MEETING**
- June 4 - 7:00 pm**                      **CITY COUNCIL**
- June 8 - 8:30 am**                      **MID-YEAR RETREAT (at LOTT)**
- June 11 - 7:00 pm**                      **CITY COUNCIL**

  - A. **OTHER BUSINESS** - West Bay Art Crossing Plan (*Stephanie Johnson, Parks*)
  - B. **OTHER BUSINESS** - Home Fund Award Recommendation (*Cary Retlin, CPD*)
- June 18 - 7:00 pm**                      **CITY COUNCIL**
- June 19 - 4:00 pm**                      **GENERAL GOVERNMENT COMMITTEE (SPECIAL MEETING)**

  - A. Municipal Art Plan Status Report (*Stephanie Johnson, Parks*)
  - B. Predictive Scheduling (*Steve Hall, Exec*)
- June 19 - 5:30 pm**                      **FINANCE COMMITTEE**

  - A. Budget Snapshot: Financial Policies (*Nanci Lien, Admin Svcs*)
  - B. Multi-year Revenue and Expense Projections (*Nanci Lien, Admin Svcs*)
  - C. Public Safety Implementation Program Status and 2019 Financial Report (*Chandra Brady, OPD*)
- June 20 - 5:30 pm**                      **LAND USE & ENVIRONMENT COMMITTEE**

  - A. Downtown Strategy Status Report (*Amy Buckler, CPD*)
  - B. Annual Comp Plan Amendments (*Joyce Phillips, CPD*)
  - C. Annual Annexation Report (*Tim Smith, CPD*)
  - D. Boulevard Road Property (*Mike Reid, CPD*)
  - E. Regional Climate Action Plan (*Rich Hoey, Public Works*) (File # 19-0051)
- June 25**                                      **CITY COUNCIL - NO MEETING**
- July 2**                                        **CITY COUNCIL - NO MEETING**
- July 9 - 7:00 pm**                      **CITY COUNCIL**
- July 16 - 7:00 pm**                      **CITY COUNCIL**
- July 17 - 5:30 pm**                      **FINANCE COMMITTEE**

  - A. Budget Snapshot: Internal Controls and Ethics (*Nanci Lien, Admin Svcs*)
  - B. Building Condition Assessment (*Meliss Maxfield, PW*) (file # 19-0219)
  - C. Discussion on Financial Management Policy

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- D. Homeless Response Funding/Expenditure Update
- E. Briefing on 2020-2025 Prem Cap Facilities Plan (Debbie)

July 18 - 5:30 pm

**LAND USE & ENVIRONMENT COMMITTEE**

- A. EDDS Update (*Steve Sperr, PW*) (File # 19-0052)
- B. Joint Plan Update (*Joyce Phillips, CPD*)

July 23 - 7:00 pm

**CITY COUNCIL**

- A. **OTHER BUSINESS** - Briefing on 2020 - 2025 Financial Plan (*Debbie Sullivan, Admin Svcs*)

July 24 - 4:00 pm

**GENERAL GOVERNMENT COMMITTEE**

- A. CDBG Action Plan PY2019 (*Keith Stahley, CPD*)
- B. Economic Development Update (*Mike Reid, CPD*)

July 30

**CITY COUNCIL - NO MEETING**

August 5 - 7:00 pm

**CITY COUNCIL (SPECIAL MEETING)**

August 6

**CITY COUNCIL - NO MEETING**

August 13 - 7:00 pm

**CITY COUNCIL**

August 15 5:30 pm

**LAND USE & ENVIRONMENT COMMITTEE**

- A. Shoreline Master Program Update (*Leonard Bauer, CPD*)

August 20 - 7:00 pm

**CITY COUNCIL**

August 21 - 4:00 pm

**GENERAL GOVERNMENT COMMITTEE (SPECIAL MEETING)**

- A. Public Safety/OPD Update (*Ronnie Roberts, OPD*)

August 21 - 5:30 pm

**FINANCE COMMITTEE**

- A. Budget Snapshot: Indirect Charges (*Nanci Lien, Admin Svcs*)
- B. Briefing on Operating and Capital Budgets (*Debbie Sullivan, Admin Svcs*)
- C. 2019 2nd Quarter Budget Report (*Joan Lutz, Admin Svcs*)

August 27

**CITY COUNCIL - NO MEETING**

September 3

**CITY COUNCIL - NO MEETING**

September 10 - 6:00 pm

**OLYMPIA METROPOLITAN PARKS DISTRICT BOARD**

- A. Presentation of Annual Report by Advisory Committee
- B. 2020 Preliminary Budget Preview

September 10 - 7:00 pm

**CITY COUNCIL**

- A. **SPECIAL RECOGNITION** - Proclamation Recognizing World Bone Marrow Donor Day

September 17 - 7:00 pm

**CITY COUNCIL**

September 18 - 5:30 pm

**FINANCE COMMITTEE**

- A. Budget Snapshot: Impact Fees (*Nanci Lien, Admin Svcs*)
- B. Briefing on Operating and Capital Budgets (*Debbie Sullivan, Admin Svcs*)

September 19 - 5:30 pm

**LAND USE & ENVIRONMENT COMMITTEE**

- A. Eco-Districts (*Keith Stahley, CPD*)
- B. Draft Eastside Subarea Plan (*Leonard Bauer, CPD*)
- C. Homeless Response Plan Status Reports (*Amy Buckler/Stacey Ray, CPD*)

- September 24 - 6:00 pm**      **TRANSPORTATION BENEFIT DISTRICT BOARD**
- September 24 - 7:00 pm**      **CITY COUNCIL**
- September 25 - 4:00 pm**      **GENERAL GOVERNMENT COMMITTEE**
- October 1**                      **CITY COUNCIL - NO MEETING**
- October 8 - 7:00 pm**              **CITY COUNCIL**
- October 15 - 7:00 pm**              **CITY COUNCIL**
- October 16 - 4:00 pm**              **GENERAL GOVERNMENT COMMITTEE (SPECIAL MEETING)**
  - A. CDBG PY2019 Action Plan (*Keith Stahley, CPD*)
  - B. Downtown Ambassador Update (*Mark Rentfrow, CPD*)
  - C. Scoping Advisory Board Recruitment Process (*Kellie Braseth, Exec*)
  - D. Economic Development Update (*Mike Reid, CPD*)
  - E. Council Annual Retreat (*Kellie Purce Braseth, Exec*)
- October 16 - 5:30 pm**              **FINANCE COMMITTEE**
  - A. Budget Snapshot: Investment Policy (*Nanci Lien, Admin Svcs*)
  - B. Review Utility Rates (*Gary Franks, PW*) (file # 19-0220)
  - C. Discussion with Utility Advisory Committee (*Rich Hoey, PW*)
- October 17 5:30 pm**              **LAND USE & ENVIRONMENT COMMITTEE**
  - A. Downtown Zoning Recommendations (*Leonard Bauer, CPD*)
  - B. Regional Climate Action Plan (*Rich Hoey, Public Works*) (file # 19-0053)
  - C. Neighborhood Centers (*Leonard Bauer, CPD*)
  - D. Reuse of 108 State Avenue (Old Fire Station) (*Mike Reid, CPD*)
- October 22**                      **CITY COUNCIL - NO MEETING**
- October 29- 5:30 pm**              **STUDY SESSION**  
Hearings Examiner (*Leonard Bauer, CPD*)
- October 29- 7:00 pm**              **CITY COUNCIL**
  - A. **PUBLIC HEARING** - Presentation of the 2020 Preliminary Operating Budget (*Steve Hall, Exec and Debbie Sullivan, Admin Services*)
- November 4 - 6:00 pm**              **OLYMPIA METROPOLITAN PARKS DISTRICT BOARD**
  - A. Report from Advisory Committee on 2020 preliminary budget
  - B. Public Hearing on 2020 preliminary budget resolution
  - C. Public Hearing on 2020 Ad Valorem Tax resolution
- November 4 - 7:00 pm**              **CITY COUNCIL (SPECIAL MEETING)**
  - A. **SPECIAL RECOGNITION** - Proclamation Recognizing Olympia VFW Post 318's 100 Year Anniversary (*Susan Grisham, Exec*)
- November 5**                      **CITY COUNCIL - NO MEETING**



- November 12 - 6:00 pm** **OLYMPIA METROPOLITAN PARKS DISTRICT BOARD**  
A. Approval of Resolution Setting the 2020 Ad Valorem Tax  
B. Approval of Resolution adopting the 2020 budget  
C. Approval of Resolution setting 2020 meeting schedule
- November 12 - 7:00 pm** **CITY COUNCIL**  
A. **OTHER BUSINESS** - Preliminary Budget Review
- November 19 - 7:00 pm** **CITY COUNCIL**  
A. **PUBLIC HEARING** - Operating Budget and Capital Facilities Plan (*Nanci Lien, Admin Services*)  
B. **PUBLIC HEARING** - Public Hearing and Approval of an Ordinance Setting the 2019 Ad Valorem Tax (*Nanci Lien, Admin Services*)  
C. **PUBLIC HEARING** - 2021-2026 Six-Year Transportation Improvement Program (TIP)
- November 20 - 4:00 pm** **GENERAL GOVERNMENT COMMITTEE (SPECIAL MEETING)**  
A. Public Safety/OPD Update (*Ronnie Roberts, OPD*)  
B. GG Committee Work Plan for 2020 (*Kellie Purce Braseth, Exec*)  
C. Scoping Advisory Committee Work Plan Process (*Kellie Purce Braseth, Exec*)
- November 20 - 5:30 pm** **FINANCE COMMITTEE**  
A. Budget Snapshot: Governmental Accounting (*Nanci Lien, Admin Svcs*)  
B. Discuss Operating and Capital Budget (*Steve Hall, Exec and Debbie Sullivan, Admin Svcs*)  
C. 2019 3rd Quarter Budget Report (*Joan Lutz, Admin Svcs*)
- November 21 - 5:30 pm** **LAND USE & ENVIRONMENT COMMITTEE**  
A. Missing Middle Status and Metrics (*Leonard Bauer, CPD*)  
B. EDDS Update (*Steve Sperr, Public Works*) (File # 19-0054)
- November 26 - 7:00 pm** **CITY COUNCIL**  
A. **OTHER BUSINESS** - Budget Balancing (*Steve Hall, Exec and Debbie Sullivan, Admin Services*)
- December 3** **CITY COUNCIL - NO MEETING**
- December 10 - 7:00 pm** **CITY COUNCIL**  
A. **CONSENT** - Approval of an Ordinance Related to the Operating Budget (*Debbie Sullivan, Admin Svcs*)  
B. **CONSENT** - Approval of an Ordinance Related to the Capital Facility Plan and Capital Funds (*Debbie Sullivan, Admin Svcs*)  
C. **CONSENT** - Approval of an Ordinance Related to Special Funds (*Debbie Sullivan, Admin Svcs*)  
D. **CONSENT** - Approval of an Ordinance Related to Transportation Impact Fees (*Debbie Sullivan, Admin Svcs*)  
E. **CONSENT** - Approval of an Ordinance Related to Park Impact Fees (*Debbie Sullivan, Admin Svcs*)  
F. **CONSENT** - Approval of an Ordinance Related to Utility and Charges (*Debbie Sullivan, Admin Svcs*)  
G. **CONSENT** - Approval of a Resolution Adopting the 2021-2026 Transportation Improvement Plan (TIP) (*David Smith, PW*) (file # 19-0265)
- December 17 - 7:00 pm** **CITY COUNCIL (Last Meeting of the Year)**

**Items Scheduled are  
Subject to Change**

**December 18 - 5:30 pm**

**FINANCE COMMITTEE**

- A. Budget Snapshot: TBD (*Nanci Lien, Admin Svcs*)
- B. Draft 2020 Work Plan (*Debbie Sullivan, Admin Svcs*)

**December 19 - 5:30 pm**

**LAND USE & ENVIRONMENT COMMITTEE**

- C. CPD Work Plan Update 2020 (*Leonard Bauer, CPD*)
- D. Review LUEC 2020 Work Plan (*Keith Stahley, CPD*)
- E. Homeless Response Plan Status Updates (*Amy Buckler/Stacey Ray, CPD*)

**December 24**

**CITY COUNCIL - NO MEETING**

**December 31**

**CITY COUNCIL - NO MEETING**

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