



Meeting Agenda

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Tuesday, January 18, 2022

7:00 PM

Online and Via Phone

Register to Attend:

https://us02web.zoom.us/webinar/register/WN_oUPAxEsCS-e4BSNZ1T-6pA

1. ROLL CALL

1.A ANNOUNCEMENTS

1.B APPROVAL OF AGENDA

2. SPECIAL RECOGNITION

2.A [22-0076](#) Special Recognition - Proclamation Recognizing Immigrant and Refugee Advocacy Days

Attachments: [Proclamation](#)

2.B [22-0077](#) Special Recognition - Proclamation Recognizing the One Year Anniversary of the United National Treaty on the Prohibition of Nuclear Weapons

Attachments: [Proclamation](#)

2.C [22-0055](#) Special Recognition - Design Review Board Awards of Merit

3. PUBLIC COMMENT

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

During this portion of the meeting, community members 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 two (2) 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 [22-0070](#) Approval of January 10, 2022 City Council Special Session Meeting Minutes
Attachments: [Minutes](#)
- 4.B [22-0068](#) Approval of January 11, 2022 City Council Meeting Minutes
Attachments: [Minutes](#)
- 4.C [22-0069](#) Approval of Bills Certification
Attachments: [Bills](#)
- 4.D [22-0072](#) Approval of a Resolution to Respond the Climate Emergency, Declaring Olympia's Intent to Electrify City-Owned Facilities and Olympia's Built Environment
Attachments: [Resolution](#)
[Thurston Climate Mitigation Plan](#)
- 4.E [22-0066](#) Approval of a Resolution Appointing Committees to Prepare Local Voters' Pamphlet Statements For and Against Proposition 1 Concerning a Sales and Use Tax Increase Pursuant to RCW 82.14.525 of One-tenth of One Percent To Fund a Cultural Access Program in the City of Olympia
Attachments: [Resolution](#)
- 4.F [22-0056](#) Approval of Labor Contract with the International Union of Operating Engineers Local 612 Operations Supervisors Unit
Attachments: [Contract](#)
[Economic Agreement Summary](#)
- 4.I [22-0087](#) Approval of 2022 Council Meeting Calendar and Committee Assignments
Attachments: [2022 Calendar](#)

4. SECOND READINGS (Ordinances) - None

4. FIRST READINGS (Ordinances)

- 4.G [21-1158](#) Approval of an Ordinance Adopting the 2021 Engineering Design and Development Standards Update
Attachments: [Ordinance](#)
[EDDS Webpage](#)
- 4.H [22-0058](#) Approval of an Ordinance Authorizing Acceptance of a Donation by Providence St. Peter Hospital of \$100,000 to Assist Persons in Transition from Living on Ensign Road Right-of-Way by Providing Access to

Homeless Services

Attachments: [Ordinance](#)

[Donation Letter](#)

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. COUNCIL INTERGOVERNMENTAL/COMMITTEE REPORTS AND REFERRALS**9. CITY MANAGER'S REPORT AND REFERRALS****10. 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 Immigrant and Refugee Advocacy Days

Agenda Date: 1/18/2022
Agenda Item Number: 2.A
File Number:22-0076

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

Title

Special Recognition - Proclamation Recognizing Immigrant and Refugee Advocacy Days

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Proclaim January 26 - 27, 2022 as Immigrant and Refugee Advocacy Days.

Report

Issue:

Whether to proclaim January 26 - 27, 2022, as Immigrant and Refugee Advocacy Day.

Staff Contact:

Susan Grisham, Executive Assistant & Legislative Liaison, 360.753.8224

Presenter(s):

Brenda Rodriguez Lopez, Executive Director, Washington Immigrant Solidarity Network
Ellen Saunders

Background and Analysis:

Organized by the Washington Immigrant Solidarity Network (WAISN) is the largest immigrant-led coalition in the Washington. The gathering of immigrant and refugee rights advocates to virtually attend the Legislative Session is planned for January 26 - 27, 2022. Advocates will be meeting with legislators to voice support for key immigrant rights legislation.

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

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 those 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 attend the virtual legislative session to advocate for legislative measures that will protect immigrants and refugees during and after the pandemic; and

WHEREAS, Pro-immigrant measures are desperately needed to compensate for the weakening and removal of protections at the federal level; and

NOW, THEREFORE, BE IT RESOLVED, the Olympia City Council does hereby proclaim January 26 - 27, 2022 as

IMMIGRANT AND REFUGEE ADVOCACY DAYS

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 18th DAY OF JANUARY 2022.

OLYMPIA CITY COUNCIL

*Cheryl Selby
Mayor*



City Council

Special Recognition - Proclamation Recognizing the One Year Anniversary of the United National Treaty on the Prohibition of Nuclear Weapons

Agenda Date: 1/18/2022
Agenda Item Number: 2.B
File Number:22-0077

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

Title

Special Recognition - Proclamation Recognizing the One Year Anniversary of the United National Treaty on the Prohibition of Nuclear Weapons

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Recognize the one-year anniversary of the United National Treaty on the Prohibition of Nuclear Weapons.

Report

Issue:

Staff Contact:

Susan Grisham, Assistant to the City Manager & Legislative Liaison, 360-753-8244.

Presenter(s):

Bob Delastrada, The Olympia Coalition to Abolish Nuclear Weapons

Background and Analysis:

The United National Treaty on the Prohibition of Nuclear Weapons (TPNW) was adopted on July 7, 2017, after two rounds of negotiations at the UN General Assembly.

The TPNW was ratified on October 24, 2020, when it was entered into by the 50th country, the Republic of Honduras. As a result, the treaty entered into force on January 22, 2021, and nuclear weapons joined the ranks of chemical and biological weapons as weapons of mass destruction prohibited by international law.

The passing of the treaty is a key milestone towards the elimination of nuclear weapons. The proclamation celebrates one year anniversary of the TPNW.

Attachments:

Proclamation

PROCLAMATION

WHEREAS, the City of Olympia is a Nuclear Free Zone; and

WHEREAS, the City of Olympia is part of the world community; and

WHEREAS, national defense policy calls for retaliation in kind for any nuclear attack on the United States; and

WHEREAS, any use of nuclear weapons would result in innumerable deaths and casualties of innocent persons as victims of said use; and

WHEREAS, indiscriminate killing violates International Humanitarian Law and all moral principles at the heart of it's notion of humanity; and

WHEREAS, a conflagration threatening world wide death can result from involuntary errors, accidents or the reckless decisions of world leaders; and

NOW, THEREFORE, BE IT RESOLVED, the Olympia City Council, does hereby proclaim January 22, 2022, as the celebration of the first anniversary of the

**UNITED NATIONS TREATY ON THE PROHIBITION OF NUCLEAR WEAPONS
SIGNED IN THE CITY OF OLYMPIA, WASHINGTON THIS 21st DAY OF JANUARY 2022.**

OLYMPIA CITY COUNCIL

Cheryl Selby, Mayor



City Council

Special Recognition - Design Review Board Awards of Merit

Agenda Date: 1/18/2022
Agenda Item Number: 2.C
File Number:22-0055

Type: recognition **Version:** 2 **Status:** Recognition

Title

Special Recognition - Design Review Board Awards of Merit

Recommended Action

Committee Recommendation:

The City of Olympia Design Review Board seeks Council approval of the recommended award recipients, and special recognition of the recipients, for Design Review Board Awards of Merit.

City Manager Recommendation:

Move to recognize and approve the Design Review Board recommendations for Design Review Awards of Merit.

Report

Issue:

As part of the Design Review Board's Award of Merit Program, over two dozen projects were considered and reviewed for recognition of exemplary architecture, sustainability, and lasting community value. Three projects rose to the level of distinction and merit. The Board asks the Council to approve their recommendations for the award.

Staff Contact:

Catherine McCoy, Associate Planner, Community Planning and Development, 360.570.3776

Presenter(s):

Leonard Bauer, Director, Community Planning and Development
Roussa Cassel, Architect, Design Review Board Member

Background and Analysis:

Proposed in 2007 by Design Review Board volunteer members, the Design Review Award of Merit Recognition Program acknowledges projects that exemplify the intent of the Design Review requirements and guidelines and embody the City's Comprehensive Plan vision for a walkable, accessible, vibrant City.

Since 2007, the Design Review Board has recognized numerous projects ranging from a small private remodel to a large public downtown project - the LOTT Administrative Building. To be eligible

for the award, project applicants (and design teams) typically demonstrate the following:

The Process:

- The project team did not just comply with the Detailed Design Review or Combined Design Review process but went well beyond expectations of submittal and Code requirements.
- The project adheres to the most substantive, if not all, of the Board's recommendations.
- The project has received a Certificate of Occupancy (CoO) since the last round of DRB Awards of Merit, between 2014 and 2016.

The Site:

- Creates a harmonious, pleasing, and easily accessible pedestrian atmosphere.
- Provides pathways that are logical, safe, and visually contrasting (e.g., a crosswalk with colored pavers instead of standard paint lines).
- Allows for adequate vehicular traffic and parking without becoming the dominant element.
- Incorporates smaller elements such as bike racks in an integrated fashion, rather than as an afterthought.
- Includes landscaping that is regionally and site appropriate.

The Building:

- Accentuates the site rather than dominates it, to lessen visual and physical impact.
- Consists of a variety of materials and modulation that is appropriate for the building mass and the level of human activity.
- Uses truly enduring materials.
- Employs colors and features that complement the immediate environment. For projects that have marginal context, such as the downtown Intercity Transit transfer station, the project would be judged on its qualities based on its function and role as a public facility.
- For projects in the downtown area, provides openness and transparency that draws pedestrians for shopping, browsing, walking, and gathering.
- Shows a level of distinction that is appropriate for its surroundings, its neighborhood, and its use. It should also reflect its place in time and culture with contemporary elements, though not required.

This year, the Board recommends three projects receive recognition from the Mayor and Council:

1. The Easterly Apartments - Project Applicants: Aaron & Molly Angelo
2. Views on 5th Mixed-Use - Project Applicant: Ken Brogan
3. The Olympia Intercity Transit Expansion - Project Applicant: Eric Phillips

If the Mayor and Council approve the nominations, the awards will be delivered directly to recipients.

Neighborhood/Community Interests (if known):

An accessible and vibrant City is of interest to all community members.

Options:

1. Move to recognize and approve the Design Review Board recommendations for Design Review Awards of Merit.
2. Do not move to Move to recognize and approve the Design Review Board recommendations

for Design Review Awards of Merit.

3. Move to recognize and approve the Design Review Board recommendations for Design Review Awards of Merit at another time.

Financial Impact:

Costs of administering the Design Review Board Awards of Merit Program are included in the City operating budget.

Attachments:

None



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

City Council

Approval of January 10, 2022 City Council Special Session Meeting Minutes

Agenda Date: 1/18/2022
Agenda Item Number: 4.A
File Number:22-0070

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

Title

Approval of January 10, 2022 City Council Special Session Meeting Minutes



Meeting Minutes - Draft

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Monday, January 10, 2022

6:30 PM

Online and Via Phone

Special Meeting with 22nd Legislative Delegation
Attend: [https://us02web.zoom.us/j/86039058745?](https://us02web.zoom.us/j/86039058745?pwd=cExUVjBpNWIYMjdwZEcvdStrR0o3QT09)
[pwd=cExUVjBpNWIYMjdwZEcvdStrR0o3QT09](https://us02web.zoom.us/j/86039058745?pwd=cExUVjBpNWIYMjdwZEcvdStrR0o3QT09)

1. ROLL CALL

Present: 7 - Mayor Cheryl Selby, Mayor Pro Tem Clark Gilman, Councilmember Jim Cooper, Councilmember Yên Huỳnh, Councilmember Dani Madrone, Councilmember Lisa Parshley and Councilmember Dontae Payne

2. BUSINESS ITEM

2.A [22-0044](#) Meeting with 22nd District Legislative Delegation

Mayor Selby opened the meeting and thanked the 22nd District Legislators for taking time out of their busy schedules to meet with the Council. Senator Hunt, Representative Dolan, and Representative Bateman shared their overview of the year's upcoming legislative session.

Mayor Selby discussed the City's 2022 legislative agenda which supports solutions to critical issues for residents of the Capital City and beyond.

Councilmembers and staff discussed the City's legislative priorities, which are as follows:

- Further State leadership to expand mental health and chemical dependency resources.
- Financial support for emergency and permanent supportive housing from the \$1.9 Trillion American Rescue Plan Act (ARPA) Dollars.
- The use of State property for the homeless and the State to manage encampments on their properties without the use of local jurisdiction resources.
- An amendment to the Residential Landlord-Tenant Act, specifically section RCW 59.18.040(1) exempting facilities established and operated by religious organizations and government entities.
- State leadership and support for renter/tenant protections, including rent stabilization.
- Development of strategies to address income disparity.

Legislators asked clarifying questions and discussed the issues.

The discussion was completed.

3. ADJOURNMENT

The meeting adjourned at 7:42 p.m.



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

City Council

Approval of January 11, 2022 City Council Meeting Minutes

Agenda Date: 1/18/2022
Agenda Item Number: 4.B
File Number:22-0068

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

Title

Approval of January 11, 2022 City Council Meeting Minutes



Meeting Minutes - Draft

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Tuesday, January 11, 2022

7:00 PM

Online and Via Phone

Register to Attend:

https://us02web.zoom.us/webinar/register/WN_kGy1B9zFS3upWAOG5vMD5w

1. ROLL CALL

Present: 7 - Mayor Cheryl Selby, Mayor Pro Tem Clark Gilman, Councilmember Jim Cooper, Councilmember Y  n Hu  nh, Councilmember Dani Madrone, Councilmember Lisa Parshley and Councilmember Dontae Payne

1.A ANNOUNCEMENTS - None

1.B APPROVAL OF AGENDA

The agenda was approved.

2. SPECIAL RECOGNITION

2.A [22-0022](#) Special Recognition - Poetry Reading from City of Olympia Poet Laureate Ashly McBunch

Arts Manager Stephanie Johnson introduced Poet Laureate Ashly McBunch. Poet Laureate McBunch recited a poem about the equity work the City has embarked on.

The recognition was received.

3. PUBLIC COMMENT

The following people spoke: Chris van Daalen, Diane Dakin, Jim Lazar, and Joseph Hiss.

4. CONSENT CALENDAR

4.A [22-0034](#) Approval of January 4, 2022 City Council Meeting Minutes

The minutes were adopted.

4.C [21-1196](#) Approval of a Resolution Authorizing a Renewal of a Lease Agreement with the Low Income Housing Institute for the Plum Street Village Tiny Home Village

The resolution was adopted.

- 4.D [22-0011](#) Approval of a Resolution Authorizing an Interlocal Agreement with the Washington State Department of Transportation for Facilitation of Encampment Cleanup in the State-Owned Right-of-Way Wheeler Avenue Corridor

The resolution was adopted.

- 4.E [22-0043](#) Approval of a Resolution Expressing Support of a Thurston County Home Fund and the Olympia City Council's Intent to Partner with Thurston County Should the County Take Action to Create a Home Fund Pursuant to RCW 82.14.530

The resolution was adopted.

4. SECOND READINGS (Ordinances)

- 4.F [22-0003](#) Approval of an Ordinance Adopting Minor Corrections to Olympia Municipal Code Title 18 Related to Unified Development Code

The ordinance was adopted on second reading.

- 4.G [22-0004](#) Approval of an Ordinance Amending Olympia Municipal Code Chapter 4.02 Related to Police Department Fees for Security Alarm Registration and False Alarm Calls

The ordinance was adopted on second reading.

Approval of the Consent Agenda

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

Aye: 7 - Mayor Selby, Mayor Pro Tem Gilman, Councilmember Cooper, Councilmember Huynh, Councilmember Madrone, Councilmember Parshley and Councilmember Payne

4. FIRST READINGS (Ordinances) - None

PULLED FROM CONSENT CALENDAR FOR SEPARATE ACTION

- 4.B [22-0028](#) Approval of 2021 Amendments to the City Council Guidebook

Councilmember Cooper shared concerns regarding the Guidebook and its current draft. Council discussed the need for the Guidebook to be further edited and refined.

Councilmember Cooper moved, seconded by Councilmember Parshley, to

table the matter and direct staff to create a process to bring forward for future action. The motion carried by the following vote:

Aye: 7 - Mayor Selby, Mayor Pro Tem Gilman, Councilmember Cooper, Councilmember Huynh, Councilmember Madrone, Councilmember Parshley and Councilmember Payne

5. PUBLIC HEARING

5.A [22-0006](#) Public Hearing - 2022-2028 Parks, Arts and Recreation Plan

Parks, Arts and Recreation Director Paul Simmons and Parks Planning & Design Manager Laura Keehan gave an overview of the Draft Parks, Arts and Recreation Plan. They shared accomplishments since the 2016 plan: overview of the planning process; new initiatives related to climate and equity; summary of projects on the horizon, overview of unfunded projects and next steps.

Mayor Selby opened the public hearing at 8:18 p.m. The following people spoke: David Bonauto, Bob Jacobs, Karen Messmer and Jim Lazar. Mayor Selby closed the public hearing at 8:30 p.m.

The public hearing was held and closed.

6. OTHER BUSINESS

6.A [22-0020](#) Approval of a Resolution Responding to the Climate Emergency, Declaring Olympia's Intent to Electrify City-Owned Facilities and Olympia's Built Environment

Climate Program Manager Dr. Pamela Braff gave an overview of the resolution related to the City's intent to electrify city-owned facilities and Olympia's built environment. She highlighted previous resolutions related to climate change leading up to the resolution being considered today and discussed what building electrification entails.

Councilmembers asked clarifying questions and suggested having an emergency work session on climate change. They shared concerns with sections two and five of the resolution and directed staff to come back with amendments on Consent.

Councilmember Parshley moved, seconded by Mayor Pro Tem Gilman, to approve the resolution, with the exception of sections 2 and 5 which will come back to the City Council on approval on January 18. The motion carried by the following vote:

Aye: 7 - Mayor Selby, Mayor Pro Tem Gilman, Councilmember Cooper, Councilmember Huynh, Councilmember Madrone, Councilmember Parshley and Councilmember Payne

7. CONTINUED PUBLIC COMMENT - None

8. COUNCIL INTERGOVERNMENTAL/COMMITTEE REPORTS AND REFERRALS

Councilmembers reported on meetings and events attended.

Councilmember Huynh noted she will be bringing forward a referral regarding the formation of a Youth Council in the near future.

9. CITY MANAGER'S REPORT AND REFERRALS - None

10. ADJOURNMENT

The meeting adjourned at 9:23 p.m.



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

City Council

Approval of Bills Certification

Agenda Date: 1/18/2022
Agenda Item Number: 4.C
File Number:22-0069

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

Title
Approval of Bills Certification

City of Olympia
Expenditure Summary

"I the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claims are just, due and unpaid obligations against the City of Olympia, and that I am authorized to authenticate and certify to said claims", and, "I, the undersigned, do hereby certify under penalty of perjury that claims for employee and officer expenses are just, due and unpaid obligations against the City of Olympia, and that I am authorized to certify said claims".

For Period 11/27/2021 12/4/2021
 For A/P ACH Payments and A/P Checks Numbered 3741478 3741645
 For Other Electronic Payments Dated _____ Through _____

Inclusive in the Amount Totalling

Date 12/8/2021

Finance Director 

Total Approved for Payment
Fund

\$2,957,300.17	001	General Fund
\$0.00	002	Shop Facilities
\$249,042.59	003	Revolving Account Fund
\$0.00	004	Urban Arterial Fund
\$4,254.57	006	Development Fee Revenue
\$3,040.96	007	Parking Fund
\$33,894.69	014	LEOFF 1 OPEB Trust Fund
\$0.00	021	Washington Center Endow
\$0.00	025	Washington Center
\$25,061.69	026	Municipal Arts Fund
\$3,236.86	029	Equip & Facil Replace Res
\$0.00	107	Hud
\$0.00	108	Hud
\$0.00	127	Impact Fees
\$0.00	130	Sepa Mitigation Fund
\$49,850.00	132	Lodging Tax Fund
\$0.00	133	Arts And Conference Fund
\$495,794.63	134	Parks And Rec Sidewalk Ut Tax
\$0.00	135	Parking Business Imp Area
\$0.00	136	Farmers Mrkt Repair/replic
\$0.00	137	Children's Hands On Museum
\$0.00	138	Trans Benefit District
\$0.00	139	Grants Control Fund
\$0.00	140	Reet
\$0.00	141	Oly Metro Park District
\$53,329.98	142	Home Fund
\$0.00	208	Lid Obligation Control
\$0.00	216	4th/5th Ave Pw Trst
\$0.00	223	Ltgo Bond Fund '06-parks
\$861,250.00	224	Utgo Bond Fund 2009 Fire
\$1,428,956.26	225	City Hall Debt Fund
\$364,030.96	226	2010 Ltgo Bond-streetproj
\$0.00	227	Local Debt Fund
\$27,076.08	228	2010b Ltgo Bonds-hocm
\$617,012.50	229	Ltgo Bond Fund 2013
\$761,631.25	230	Ltgo Band Fund 2016
\$1,186,906.87	317	CIP
\$0.00	318	Home Fund
\$0.00	322	4/5th Ave Corridor/bridge
\$0.00	323	CIP Constr Fund - Parks
\$0.00	324	Fire Station 4 Construct
\$0.00	326	Transportation Const
\$0.00	329	Go Bond Project Fund
\$0.00	331	Fire Equipment Replacement Fund
\$158,058.00	401	Water
\$49,259.55	402	Sewer
\$545,728.41	403	Solid Waste
\$10,294.21	404	Storm And Surface Water
\$0.00	407	Storm And Surface Water Mitig
\$0.00	417	W/s Rev Bond Redemption
\$0.00	418	Stormwater Debt Service Fund
\$0.00	427	W/s Rev Bond Redemption
\$5,069.87	434	Storm And Surface Water Cip
\$3,778.44	461	Water Cip Fund
\$994,443.46	462	Sewer Cip Fund
\$0.00	463	Solid Waste/advertising
\$26,940.32	501	Equipment Rental
\$0.00	502	C. R. Equipment Rental
\$250.00	503	Unemployment Compensation
\$210.00	504	Ins Trust Fund
\$19,122.17	505	Workers Compensation
\$0.00	604	Firemen's Pension Fund
\$0.00	605	Customers Water Reserve
\$0.00	621	Washington Center Endow
\$0.00	631	Public Facilities
\$0.00	682	Law Enforcement Record Mgntsys
\$0.00	701	Parks-neighborhood
\$0.00	702	Parks-community
\$741,640.21	703	Parks-open Space
\$0.00	707	Parks-special Use
\$0.00	711	Transportation
\$0.00	720	Schools

Reconciliation of Superior All Checks Register to Expenditure Summary

Data From Central Square All Checks Register			
Description	From Check	to Check	Check Amount
Payroll A/P (vendors) Checks	21370		3,955,414.40
Payroll A/P (vendors) Checks	21371		1,983,178.52
Payroll A/P (vendors) Checks	21378		3,425.05
Payroll A/P (vendors) Checks	21380		619.04
Payroll A/P (vendors) Checks	21381		32.22
Payroll A/P (vendors) Checks	21382		458.21
Payroll A/P (vendors) Checks	21383		799.51
Payroll A/P (vendors) Checks	21384		29,942.01
Payroll A/P (vendors) Checks	21385		4,200.53
Payroll A/P (vendors) Checks	19898		148.50 void eft
Payroll A/P (vendors) Checks			
Payroll A/P (vendors) Checks			
Subtotal			5,978,217.99
Voided Checks			(1,595.36)
EFT			960,606.67
A/P Checks			4,739,235.40
Grand Total			11,676,464.70

Proof 0.00

\$11,676,464.70 GRAND TOTAL FOR WEEK

City of Olympia
Expenditure Summary

"I the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claims are just, due and unpaid obligations against the City of Olympia, and that I am authorized to authenticate and certify to said claims", and, "I, the undersigned, do hereby certify under penalty of perjury that claims for employee and officer expenses are just, due and unpaid obligations against the City of Olympia, and that I am authorized to certify said claims".

For Period 12/5/2021 12/11/2021
For A/P ACH Payments and A/P Checks Numbered 3741646 3741866
For Other Electronic Payments Dated _____ Through _____

Inclusive in the Amount Totaling

Date 12/16/2021
Finance Director 

Total Approved for Payment

	Fund	
\$1,011,645.21	001	General Fund
\$0.00	002	Shop Facilities
\$3,253.47	003	Revolving Account Fund
\$0.00	004	Urban Arterial Fund
\$2,485.83	006	Development Fee Revenue
\$7,393.87	007	Parking Fund
\$12,674.77	014	LEOFF 1 OPEB Trust Fund
\$0.00	021	Washington Center Endow
\$0.00	025	Washington Center
\$1,206.54	026	Municipal Arts Fund
\$1,748.00	029	Equip & Facil Replace Res
\$0.00	107	Hud
\$0.00	108	Hud
\$0.00	127	Impact Fees
\$0.00	130	Sepa Mitigation Fund
\$15,000.00	132	Lodging Tax Fund
\$0.00	133	Arts And Conference Fund
\$0.00	134	Parks And Rec Sidewalk Ut Tax
\$0.00	135	Parking Business Imp Area
\$0.00	136	Farmers Mkt Repair/replc
\$0.00	137	Children's Hands On Museum
\$0.00	138	Trans Benefit District
\$0.00	139	Grants Control Fund
\$0.00	140	Reet
\$0.00	141	Oly Metro Park District
\$48,656.42	142	Home Fund
\$0.00	208	Lid Obligation Control
\$0.00	216	4th/5th Ave Pw Trst
\$0.00	223	Ltgo Bond Fund '06-parks
\$0.00	224	Utgo Bond Fund 2009 Fire
\$0.00	225	City Hall Debt Fund
\$0.00	226	2010 Ltgo Bond-streetproj
\$0.00	227	Local Debt Fund
\$0.00	228	2010b Ltgo Bonds-hocm
\$0.00	229	Ltgo Bond Fund 2013
\$0.00	230	Ltgo Band Fund 2016
\$217,973.52	317	CIP
\$29,330.38	318	Home Fund
\$0.00	322	4/5th Ave Corridor/bridge
\$0.00	323	CIP Constr Fund - Parks
\$0.00	324	Fire Station 4 Construct
\$0.00	326	Transportation Const
\$0.00	329	Go Bond Project Fund
\$0.00	331	Fire Equipment Replacement Fund
\$45,844.53	401	Water
\$14,571.77	402	Sewer
\$1,714.08	403	Solid Waste
\$19,751.39	404	Storm And Surface Water
\$0.00	407	Storm And Surface Water Mitig
\$0.00	417	W/s Rev Bond Redemption
\$0.00	418	Stormwater Debt Service Fund
\$0.00	427	W/s Rev Bond Redemption
\$0.00	434	Storm And Surface Water Cip
\$0.00	461	Water Cip Fund
\$4,151.56	462	Sewer Cip Fund
\$0.00	463	Solid Waste/advertising
\$959.12	501	Equipment Rental
\$0.00	502	C. R. Equipment Rental
\$0.00	503	Unemployment Compensation
\$0.00	504	Ins Trust Fund
\$52,885.44	505	Workers Compensation
\$0.00	604	Firemen's Pension Fund
\$0.00	605	Customers Water Reserve
\$0.00	621	Washington Center Endow
\$0.00	631	Public Facilities
\$0.00	682	Law Enforcement Record Mngtsys
\$0.00	701	Parks-neighborhood
\$0.00	702	Parks-community
\$0.00	703	Parks-open Space
\$0.00	707	Parks-special Use
\$0.00	711	Transportation
\$0.00	720	Schools

\$1,491,245.90 GRAND TOTAL FOR WEEK

Reconciliation of Superior All Checks Register to Expenditure Summary

Data From Central Square All Checks Register

Description	From Check	to Check	Check Amount
Payroll A/P (vendors) Checks	21386	21387	387,635.52
Payroll A/P (vendors) Checks		19898	(148.50) eft void
Payroll A/P (vendors) Checks			
Payroll A/P (vendors) Checks			
Payroll A/P (vendors) Checks			
Payroll A/P (vendors) Checks			
Payroll A/P (vendors) Checks			
Payroll A/P (vendors) Checks			
Payroll A/P (vendors) Checks			
Payroll A/P (vendors) Checks			
Payroll A/P (vendors) Checks			
Payroll A/P (vendors) Checks			
Payroll A/P (vendors) Checks			
Subtotal			387,487.02
Voided Checks			0.00
EFT			666,843.29
A/P Checks			436,915.59
Grand Total			1,491,245.90

Proof 0.00

City of Olympia
Expenditure Summary

"I the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claims are just, due and unpaid obligations against the City of Olympia, and that I am authorized to authenticate and certify to said claims", and, "I, the undersigned, do hereby certify under penalty of perjury that claims for employee and officer expenses are just, due and unpaid obligations against the City of Olympia, and that I am authorized to certify said claims".

For Period 12/19/2021 12/25/2021
 For A/P ACH Payments and A/P Checks Numbered 3742117 3742367
 For Other Electronic Payments Dated _____ Through _____

Inclusive in the Amount Totaling

Date 1/4/2022 Finance Director 

Total Approved for Payment

Fund	Amount	Description
001	\$1,571,675.84	General Fund
002	\$0.00	Shop Facilities
003	\$88,965.46	Revolving Account Fund
004	\$0.00	Urban Arterial Fund
006	\$22,216.00	Development Fee Revenue
007	\$6,345.06	Parking Fund
014	\$0.00	LEOFF 1 OPEB Trust Fund
021	\$0.00	Washington Center Endow
025	\$111.33	Washington Center
026	\$9,667.79	Municipal Arts Fund
029	\$54,170.26	Equip & Facil Replace Res
107	\$350.00	Hud
108	\$0.00	Hud
127	\$0.00	Impact Fees
130	\$0.00	Sepa Mitigation Fund
132	\$19,988.97	Lodging Tax Fund
133	\$0.00	Arts And Conference Fund
134	\$0.00	Parks And Rec Sidewalk Ut Tax
135	\$5,000.00	Parking Business Imp Area
136	\$0.00	Farmers Mkt Repair/rep/c
137	\$0.00	Children's Hands On Museum
138	\$0.00	Trans Benefit District
139	\$0.00	Grants Control Fund
140	\$0.00	Reet
141	\$0.00	Oly Metro Park District
142	\$3,781.26	Home Fund
208	\$0.00	Lid Obligation Control
216	\$0.00	4th/5th Ave Pw Trst
223	\$0.00	Ltgo Bond Fund '06-parks
224	\$0.00	Utgo Bond Fund 2009 Fire
225	\$0.00	City Hall Debt Fund
226	\$0.00	2010 Ltgo Bond-streetproj
227	\$0.00	Local Debt Fund
228	\$0.00	2010b Ltgo Bonds-hocm
229	\$0.00	Ltgo Bond Fund 2013
230	\$0.00	Ltgo Band Fund 2016
317	\$631,324.37	CIP
318	\$222,775.78	Home Fund
322	\$0.00	4/5th Ave Corridor/bridge
323	\$0.00	CIP Constr Fund - Parks
324	\$0.00	Fire Station 4 Construct
326	\$0.00	Transportation Const
329	\$0.00	Go Bond Project Fund
331	\$0.00	Fire Equipment Replacement Fund
401	\$73,423.04	Water
402	\$40,465.96	Sewer
403	\$44,490.49	Solid Waste
404	\$25,319.98	Storm And Surface Water
407	\$0.00	Storm And Surface Water Mitig
417	\$0.00	W/s Rev Bond Redemption
418	\$0.00	Stormwater Debt Service Fund
427	\$0.00	W/s Rev Bond Redemption
434	\$0.00	Storm And Surface Water Cip
461	\$5,128.82	Water Cip Fund
462	\$213,085.31	Sewer Cip Fund
463	\$7,841.74	Solid Waste/advertising
501	\$204.03	Equipment Rental
502	\$5,268.47	C. R. Equipment Rental
503	\$0.00	Unemployment Compensation
504	\$0.00	Ins Trust Fund
505	\$68,687.83	Workers Compensation
604	\$0.00	Firemen's Pension Fund
605	\$0.00	Customers Water Reserve
621	\$0.00	Washington Center Endow
631	\$0.00	Public Facilities
682	\$172,627.18	Law Enforcement Record Mgntsys
701	\$0.00	Parks-neighborhood
702	\$0.00	Parks-community
703	\$0.00	Parks-open Space
707	\$0.00	Parks-special Use
711	\$0.00	Transportation
720	\$16,344.00	Schools
	\$3,309,258.97	GRAND TOTAL FOR WEEK

Reconciliation of Superior All Checks Register to Expenditure Summary

Data From Central Square All Checks Register

Description	From Check	to Check	Check Amount
Payroll A/P (vendors) Checks	21395		7,418.56
Payroll A/P (vendors) Checks	21396		6,656.85
Payroll A/P (vendors) Checks	21397		8,094.42
Payroll A/P (vendors) Checks	21398		81.21
Payroll A/P (vendors) Checks	21399		365.01
Payroll A/P (vendors) Checks	21400		477.61
Payroll A/P (vendors) Checks	21401		410.22
Payroll A/P (vendors) Checks	21402		460.29
Payroll A/P (vendors) Checks	21403		442.34
Payroll A/P (vendors) Checks	21404		493.54
Payroll A/P (vendors) Checks	21405		596.07
Payroll A/P (vendors) Checks	21406		8,479.45
Payroll A/P (vendors) Checks	21407		18,830.73
Payroll A/P (vendors) Checks	21408		43,687.53
Payroll A/P (vendors) Checks	21409		272.62
Payroll A/P (vendors) Checks	21410		1,067.88
Payroll A/P (vendors) Checks	21411		15,979.47
Payroll A/P (vendors) Checks	21412		42,053.64
Payroll A/P (vendors) Checks	21415		503,751.71
Payroll A/P (vendors) Checks	21417		430.12
		<i>Subtotal</i>	<i>660,069.27</i>

Voided Checks	(269.67)
EFT	652,850.80
A/P Checks	1,996,608.57

Grand Total 3,309,258.97

Proof 0.00

\$0.00 DON'T SUBMIT IF DOESN'T BALANCE

	AP 12/22/2021	AP EDT 12/22/2021	TOTAL
001	685,966.39	885,689.45	1,571,675.84
002			0.00
003	88,965.46		88,965.46
004			0.00
006	46.17	22,169.83	22,216.00
007	2,874.72	3,470.34	6,345.06
014			0.00



City Council

Approval of a Resolution to Respond the Climate Emergency, Declaring Olympia's Intent to Electrify City-Owned Facilities and Olympia's Built Environment

Agenda Date: 1/18/2022
Agenda Item Number: 4.D
File Number:22-0072

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

Title

Approval of a Resolution to Respond the Climate Emergency, Declaring Olympia's Intent to Electrify City-Owned Facilities and Olympia's Built Environment

Recommended Action

City Manager Recommendation:

Move to approve a resolution declaring Olympia's intent to electrify city-owned facilities and Olympia's built environment.

Report

Issue:

Whether to approve a resolution to respond the climate emergency by declaring Olympia's intent to electrify city-owned facilities and Olympia's built environment.

Staff Contact:

Pamela Braff, PhD, Climate Program Manager, City Manager's Office, 360.753.8249

Presenter(s):

Pamela Braff, PhD, Climate Program Manager

Background and Analysis:

Background

In February 2021, Olympia City Council passed a Climate Emergency Resolution, declaring that the climate crisis poses an urgent threat to the health and well-being of our city, country, and planet and that mitigating climate change requires immediate action and long-term commitment.

In February 2021, Olympia also accepted the Thurston Climate Mitigation Plan (TCMP) as the regional framework to substantially reduce local contributions to climate change. The plan identifies more than 70 actions to reduce regional greenhouse gas emissions 45% below 2015 levels by 2030 and 85% below 2015 levels by 2050.

While all actions in the plan are important to achieving regional climate mitigation targets, the TCMP identifies a few strategies with the greatest potential to substantially reduce greenhouse gas emissions through local action. These strategies include:

- Reducing natural gas use (i.e., electrifying buildings).
- Reducing the amount that people drive and increasing fuel efficiency for when they do.
- Storing carbon in soil and plants.

Olympia Council first considered this resolution on January 11, 2022. In response to comments by Council, the resolution has been modified to better address Council Concerns. These changes include considerations for cost constraints and the effective date in Section 2, as well as the date for the work session in Section 5.

Building Electrification

Multiple studies, including Washington's Deep Decarbonization Pathways Analysis, have found that building electrification is the most cost-effective strategy to decarbonize residential and commercial buildings.

Building electrification means using electricity, rather than fossil fuels such as natural gas, for space heating, water heating, and cooking in homes and buildings. As electricity is increasingly produced by non-emitting, renewable sources, such as wind and solar, replacing fossil fuel use in buildings with efficient, all-electric buildings will substantially reduce greenhouse gas emissions from buildings.

Washington already has one of the cleanest, electric grids in the country, and the state is currently on a pathway towards a fully decarbonized electric grid by 2045. Under the Clean Energy Transformation Action (CETA), passed by the state legislature in 2019, utility providers must eliminate coal-fired electricity by 2025, become greenhouse-gas neutral by 2030 (using offsets if necessary), and provide 100 percent renewable energy by 2045.

Supporting state action to generate electricity from 100% renewable sources (i.e., Green our Grid), and electrifying homes and businesses to take advantage of this renewable energy supply (i.e., Shift Energy Sources), are key elements of the TCMP framework. Without a substantial reduction in residential and commercial natural gas consumption (20 percent by 2030 and 50 percent by 2050), it is highly unlikely that Olympia will be able to achieve its greenhouse gas reduction targets.

Neighborhood/Community Interests (if known):

Since the Declaration of Climate Emergency and Acceptance of the Thurston Climate Mitigation Plan in February 2021, community members have continued to urge the City to take immediate action to address climate change. Many community members and advocacy organizations have provided written and/or verbal comment, specifically requesting that Olympia phase out or ban the use of natural gas in all new buildings.

Options:

1. Approve the Resolution to respond to the climate emergency, declaring Olympia's intent to electrify city-owned facilities and Olympia's built environment.
2. Modify the Resolution declaring Olympia's intent to electrify city-owned facilities and Olympia's built environment to better address City Council Concerns.

3. Do Not Approve the Resolution declaring Olympia's intent to electrify city-owned facilities and Olympia's built environment.

Financial Impact:

This resolution does not create new expenditures or allocate funds for future projects. Availability of funding for specific projects will be determined through typical budgeting procedures.

Sections 1 and 2 provide guidance on requirements for new capital projects, These requirements may incur additional costs, which will be evaluated when new capital projects are planned and adopted.

Section 3 directs staff to inventory city-owned facilities that use fossil fuels and evaluate the feasibility of retrofitting existing buildings to become all-electric by 2030. The inventory and preliminary feasibility recommendations will be completed by facilities staff at no additional cost.

Attachments:

Resolution
Thurston Climate Mitigation Plan

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON, TO RESPOND TO THE CLIMATE EMERGENCY, DECLARING THE INTENT OF THE CITY TO ELECTRIFY CITY-OWNED FACILITIES AND OLYMPIA’S BUILT ENVIRONMENT

WHEREAS, climate change is an existential crisis posing one of the most serious threats to the existence of humanity and all species on the planet; a threat that intersects and compounds all other crises facing humanity and our earth; and

WHEREAS, the 11th United Nations Intergovernmental Panel on Climate Change (“IPCC”) report from October 2018 states that we must cut greenhouse gas emissions in half by 2030 to limit devastating global warming and avoid a climate catastrophe; and

WHEREAS, in 2018, the City of Olympia adopted Resolution No. M-1976 adopting common targets to reduce communitywide greenhouse gas emissions 45 percent below 2015 levels by 2030, and then 85 percent below 2015 levels by 2050. In 2019 these goals were placed in the Comprehensive Plan via amendment; and

WHEREAS, in 2019, in collaboration with Olympia High School students, Olympia approved a Resolution Expressing a Commitment to Protect the Youth of this Community from the Risks of Climate Destruction (M-2045), which among other things committed the City to achieve net zero emissions by 2040; and

WHEREAS, in February 2021, the City passed a Resolution Declaring a Climate Emergency (M-2194). A declaration that challenges our regional partners and community members to “to help further the Thurston County Climate Mitigation Plan through partnership with local jurisdictions and other entities” and to “adopt a lens of climate change and climate equity” in planning, zoning, permitting, budgeting, expenditures, ordinances, and all other city efforts, policies, and practices to further climate action efforts and our accepted regional climate mitigation plan; and

WHEREAS, in February 2021, the City accepted the Thurston Climate Mitigation Plan (TCMP), committing the City to working with Thurston County, the cities of Lacey and Tumwater and the Thurston Regional Planning Council to substantially reduce regional greenhouse gas emissions; and

WHEREAS, a Greenhouse Gas Inventory Report for Calendar Years 2015 – 2019 found that Thurston County greenhouse gas emissions have increased 15% since 2015, and the built environment was responsible for 63% of all emissions in 2019; and

WHEREAS, in Washington State, homes and buildings are the single fastest growing source of carbon pollution, up 50 percent since 1990, and now account for 27 percent of Washington’s carbon emissions; and

WHEREAS, natural gas consumption represents the second largest source of greenhouse gas emissions from the built environment in Thurston County and the Thurston Climate Mitigation Plan identifies reducing natural gas use as a key strategy to achieve the most substantial reductions in local greenhouse gas emissions; and

WHEREAS, methane leaks during the production, processing, transmission, and distribution of natural gas can be substantial, releasing a potent greenhouse gas with 84 times the warming potential of carbon dioxide; and

WHEREAS, the United States and other leading economies recently agreed to the Global Methane Pledge to reduce Methane emissions 30 percent by 2030; and

WHEREAS, in 2019, Washington State passed the Clean Energy Transformation Act (CETA), which sets milestones for electric utilities to transition toward a 100% clean electricity. Under CETA, utilities must eliminate coal-fired electricity from their mix by 2025, become greenhouse-gas neutral by 2030 (using offsets, if necessary), and provide 100 percent renewable energy by 2045; and

WHEREAS, Olympia must take additional measures to decarbonize, transitioning from fossil fuel powered space-heating, water-heating, and cooking equipment to all-electric buildings powered by affordable, renewable electricity; and

WHEREAS, electrification will improve indoor air quality and overall health, by eliminating natural gas combustion inside homes that produces harmful indoor air pollution; and

WHEREAS, there are well-documented risks to respiratory health from gas stove pollution, and infants and children are particularly vulnerable to respiratory illnesses associated with gas stove pollution; and

WHEREAS, lower-income households are more likely to suffer from health impacts from outdoor and indoor air pollution, which are exacerbated when exposed to pollution from gas stoves; and

WHEREAS, electrification is widely recognized as a powerful strategy to address both climate change and poor air quality in the frontline communities most vulnerable to climate impacts; and

WHEREAS, every new building relying on fossil fuels for heating, cooling, and cooking will have a negative impact on the climate for decades to come and require additional investments to be retrofitted to electric systems as the climate emergency worsens; and

WHEREAS, in June of 2021, the Olympia City Council supported a referral to require the electrification of all new City-owned buildings and major renovations of existing City buildings; and

WHEREAS, in June of 2021, the Olympia City Council supported a referral directing staff to develop a scope, schedule, and budget to conduct a regional cost assessment of requiring non-fossil fuel sourced heating and power in new commercial and residential development in the City; and

WHEREAS, the City has the opportunity to lead by example to make decisive, transformative, and sustainable changes in its municipal energy consumption, and can significantly lower the City's greenhouse gas emissions and overall carbon impact; and

WHEREAS, citywide building electrification is necessary to achieve Olympia's greenhouse gas reduction targets, and such actions will also improve public health and increase the quality of life throughout the City;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OLYMPIA, that the City of Olympia recognizes the global and local benefits of accelerating the transition to all-electric buildings throughout the City; and be it

FURTHER RESOLVED as follows:

Section 1. The City Manager is directed to electrify all newly constructed City-owned buildings and major renovations of existing City buildings, except where exemptions are necessary due to physical space limitations, availability of technology, or cost constraints. Additional upfront costs of five percent (5%) or less shall not be considered a cost constraint. Exemptions must be approved by the City Council and exempt buildings should be built in a manner to support the easy transition to electric systems at any time during the life of the building. This policy will become effective January 12, 2022.

Section 2. The City Manager is directed to require the electrification of all new projects and major renovations of existing buildings receiving City funding of \$50,000 or more, a donation of City property with an appraised value of \$50,000 or more, or a sale of City-owned property where the difference between the appraised value and sale price is \$50,000 or more, except where exemptions are necessary due to physical space limitations, availability of technology, or cost constraints. Council may consider the total cost of construction and operating costs in determining the issue of cost constraints. Exemptions must be approved by the City Council and exempt buildings should be built in a manner to support the easy transition to electric systems at any time during the life of the building. This policy will become effective following a work session to discuss citywide electrification on or before April 1, 2022.

Section 3. The City Manager is directed to inventory City-owned facilities that use fossil fuels and evaluate the feasibility of retrofitting existing buildings to become all-electric by 2030. The inventory and evaluation will make use of existing reports and data to prepare preliminary feasibility recommendations by January 1, 2024.

Section 4. The City of Olympia will encourage the Washington State Legislature and State Building Code Council, and other local entities, such as Thurston County, neighboring cities, school districts, and major institutions, to join in this step to address regional greenhouse emissions from our built environment, by adopting similar building electrification policies to invest in clean energy assets.

Section 5. The City Manager is directed to schedule a City Council work session no later than April 1, 2022, to discuss policy pathways and potential challenges to citywide electrification of all new buildings

PASSED BY THE OLYMPIA CITY COUNCIL this _____ day of _____ 2022.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

Mark Barber

CITY ATTORNEY



Climate change is already affecting our communities. Impacts like hotter summers, wildfire smoke, and flooding endanger our homes and affect public health and local business.

Thurston County and the cities of Lacey, Olympia, and Tumwater worked with staff from the Thurston Regional Planning Council to craft a strategic framework for reducing climate polluting greenhouse gases while maintaining—and even improving—our quality of life.

Let's work together to save energy, act on climate change, and build a stronger community.

Additional Information:

Subscribe to receive
CLIMATE ACTION
updates & notifications

Calendar

Mon Jan. 24

Climate Action Steering Committee

Mon Feb. 28

Climate Action Steering Committee

[View All](#)

News Flash

October 2021 Project Update: Meetings and

Community Updates

 [Enable Google Translate](#)

- [Final Plan, December 2020](#)
- [City of Lacey: Sustainability](#)
- [City of Olympia: Climate Response](#)
- [City of Tumwater: Climate Change](#)

The Climate Action Steering Committee will meet October 25.

[Read on...](#)

September 2021 Project Update: Meetings and Community Updates
The Climate Action Steering Committee will meet September 27.

[Read on...](#)

August 2021 Project Update: Meetings and Community Updates
The Climate Action Steering Committee will meet August 23rd.

[Read on...](#)

[View All](#)

Contact Us

Allison Osterberg, Senior Planner

climate@trpc.org

Thurston Regional Planning Council

2411 Chandler Court SW

Olympia, WA 98502

Ph: 360-956-7575



City Council

Approval of a Resolution Appointing Committees to Prepare Local Voters' Pamphlet Statements For and Against Proposition 1 Concerning a Sales and Use Tax Increase Pursuant to RCW 82.14.525 of One-tenth of One Percent To Fund a Cultural Access Program in the City of Olympia

Agenda Date: 1/18/2022
Agenda Item Number: 4.E
File Number:22-0066

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

Title

Approval of a Resolution Appointing Committees to Prepare Local Voters' Pamphlet Statements For and Against Proposition 1 Concerning a Sales and Use Tax Increase Pursuant to RCW 82.14.525 of One-tenth of One Percent To Fund a Cultural Access Program in the City of Olympia

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve the Resolution appointing committees to prepare local voters' pamphlet statements for and against Proposition 1 concerning a sales and use tax increase pursuant to RCW 82.14.525 of one-tenth of one percent to fund a cultural access program in the City of Olympia.

Report

Issue:

Whether the Council should approve a Resolution appointing no more than three persons each to serve on committees to prepare the Official Local Voters' Pamphlet statements for and against Proposition 1, which will appear on the Special Election ballot on April 26, 2022, concerning a sales and use tax increase pursuant to RCW 82.14.525 of one-tenth of one percent, to fund a cultural access program in the City of Olympia.

Staff Contact:

Jay Burney, City Manager, 360.753.8447
Mark Barber, City Attorney, 360.753.8338

Presenter(s):

None - Consent Calendar Item.

Background and Analysis:

RCW 29A.32.280 requires that for each ballot measure from a unit of local government that is included in a local voters' pamphlet, the legislative authority of that jurisdiction (the Olympia City Council in this instance) shall, not later than the resolution deadline, formally appoint a committee to prepare arguments advocating voters' approval of the measure and shall formally appoint a committee to prepare arguments advocating voters' rejection of the measure. The Council shall appoint persons known to favor the measure to serve on the committee advocating approval and shall, whenever possible, appoint persons known to oppose the measure to serve on the committee advocating rejection. Each committee shall have not more than three members, however, a committee may seek the advice of any person or persons. If the legislative authority of a unit of local government fails to make such appointments by the prescribed deadline (February 25, 2022), the County Auditor shall whenever possible make the appointments.

Neighborhood/Community Interests (if known):

The City Council has identified persons known to favor the ballot measure. Efforts are continuing to identify persons who may advocate against the ballot measure.

Options:

1. Approve the proposed Resolution to submit to the County Auditor.
2. Do not submit any names to the County Auditor of persons advocating for or against Proposition 1 at the Special Election on April 26, 2022.

Financial Impact:

There is no financial impact related to this item.

Attachments:

Resolution

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON, RELATING TO THE APPOINTMENT OF PERSONS TO PREPARE VOTERS' PAMPHLET STATEMENTS FOR AND AGAINST THE CULTURAL ACCESS PROGRAM BALLOT PROPOSITION SCHEDULED TO APPEAR BEFORE VOTERS AT THE APRIL 26, 2022, SPECIAL ELECTION CONCERNING A SALES AND USE TAX INCREASE AT THE RATE OF ONE-TENTH OF ONE PERCENT TO BE USED FOR A CULTURAL ACCESS PROGRAM PURSUANT TO RCW 82.14.525

WHEREAS, the City Council of the City of Olympia, Washington (the "City") has determined that it is in the interest of the City and its residents to submit a proposition to the voters at a Special Election on April 26, 2022, concerning an additional sales and use tax at the rate of one-tenth of one percent pursuant to RCW 82.14.525, for a cultural access program; and

WHEREAS, RCW 29A.32.280 provides for the preparation of statements for and against each local ballot measure by committees of not more than three persons each, composed of persons known to favor or oppose the ballot proposition;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. In accordance with RCW 29A.32.280, the arguments advocating approval of the ballot proposition concerning an additional sales and use tax at the rate of one-tenth of one percent pursuant to RCW 82.14.525, to be used for a cultural access program in the City of Olympia, shall be prepared by the following persons, who shall comprise the "Statement For" committee:

"Statement For" Committee:

Name

1. Parfait Bassale
2. Richenda Richardson
3. Cheryl Selby

Section 2. In accordance with RCW 29A.32.280, the arguments advocating disapproval of the ballot proposition concerning an additional sales and use tax at the rate of one-tenth of one percent pursuant to RCW 82.14.525, to be used for a cultural access program in the City of Olympia, shall be prepared by the following persons, who shall comprise the "Statement Against" committee:

"Statement Against" Committee:

Name

1. Council makes no appointments regarding "Against" Committee members.
- 2.
- 3.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON, AT A REGULAR OPEN PUBLIC MEETING this _____ day of January, 2022.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

Mark Barber

CITY ATTORNEY



City Council

Approval of Labor Contract with the International Union of Operating Engineers Local 612 Operations Supervisors Unit

Agenda Date: 1/18/2022
Agenda Item Number: 4.F
File Number:22-0056

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

Title

Approval of Labor Contract with the International Union of Operating Engineers Local 612 Operations Supervisors Unit

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve the labor agreements with the Operating Engineers Local 612 and authorize the City Manager to execute the agreements.

Report

Issue:

Whether to approve the labor contracts between the City of Olympia and the Operating Engineers Local 612.

Staff Contact:

Linnaea Jablonski, Human Resources Director, 360.753.8309

Presenter(s):

None - Consent Calendar Item

Background and Analysis:

The labor agreements with the eleven (11) Operations Supervisors covered by the Operating Engineers Local 612 expired on December 31, 2021. The contract covers Operations Supervisors City's Public Works Department. The new agreement has been ratified by the Union and City staff is now bringing it forward for approval.

The new proposed contract for Council consideration is attached.

The contract has a three-year term that will expire on December 31, 2024. Significant changes to the contracts are in the areas of wages.

Wages

Wage increases for these contracts will be based on 90% of CPI-U with a 1% minimum and a 4% maximum wage increase. Adding an additional 3% base wage increase on January 1, 2022, an additional 1.5% on January 2023 and 1% on January 1, 2024.

Medical/Dental/Vision Benefits

All medical/dental/vision benefits remain the same.

Neighborhood/Community Interests (if known):

None known.

Options:

1. Move to approve the labor agreements with the International Union of Operating Engineers and authorize the City Manager to execute the agreements.
2. Do not approve the labor agreements with the Olympia as proposed and direct staff as to next steps.
3. Move to approve the labor agreements with the International Union of Operating Engineers as amended by Council and authorize the City Manager to execute the agreements.

Financial Impact:

The cost to the City for implementing this contract in 2022 is \$189,818, which is equal to what was already included in the 2022 Operating Budget. A summary of the economic agreement summary is attached.

Attachments:

Contract
Economic Agreement Summary

LABOR AGREEMENT BY & BETWEEN

THE CITY OF OLYMPIA, WASHINGTON
INTERNATIONAL UNION OF OPERATING ENGINEERS

Local # 612

OPERATIONS SUPERVISORS UNIT

1/1/2022-12/31/2024

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2022 - 2024 AGREEMENT

By & Between
THE CITY OF OLYMPIA, WASHINGTON
And
INTERNATIONAL UNION OF OPERATING ENGINEERS, Local #612
OPERATIONS SUPERVISORS UNIT

PREAMBLE

This Agreement is a successor agreement entered into by the City of Olympia, Washington, hereinafter referred to as the “Employer” or “City”, and International Union of Operating Engineers, Local 612, representing Operations Supervisors working for the City in the Public Works Department in general services, transportation, water resources and waste resources divisions. This agreement governs all terms lawful for negotiations between the parties including, but not limited to wages, benefits and working conditions.

ARTICLE 1- RECOGNITION

1.1 The City recognizes the Union as the exclusive bargaining representative for the purposes of establishing wages, hours and other conditions of employment for all full-time and regular part-time operations supervisors of the City of Olympia, Public Works Department in general services, transportation, water resources and waste resources, excluding confidential employees and all other employees. This is in accordance with the decision issued by PERC November 17, 2010. PERC Case 23561-E-10-3595.

When any new operations supervisor position is created in the Public Works Department, the parties will meet to determine if that position will be included in the bargaining unit consistent with the position’s duties, responsibilities, confidentiality, and general organizational structure of the Department. In the event agreement cannot be reached, either party may petition the PERC for unit clarification pursuant to [WAC Title 391-35](#).

ARTICLE 2- UNION SECURITY

2.1 The City shall recognize the IUOE as the sole and exclusive bargaining representative in all matters concerning wages, hours, and other conditions of employment for all employees described in the recognition clause.

The Employer shall remain neutral when communicating with employees about Union membership and direct the employee to discuss union membership with a union staff representative. Such neutrality does not preclude the Employer from informing its employees that while they are a member of the Union whether they pay dues to the Union or not is up to the employee and the employee’s job is not dependent on paying Union dues.

Whomever (Employer or Union) receives the original signed “Union membership and authorization document”, shall forward a copy (electronic or hardcopy) to the other party. For current Union members and those who choose to join the Union, the Employer shall deduct monthly once each month all Union dues and fees uniformly levied and shall continue to do so

for such time and on conditions set forth in the authorization for payroll deduction regardless of the employee's continued membership in the Union. The Employer shall transfer amounts deducted to the Union.

The Employer shall honor the terms and conditions of each employee's authorization for payroll deductions and shall continue to deduct and remit Union dues and fees to the Union until such time as the Union notifies the Employer that the dues authorization has been properly terminated in compliance with the terms of the payroll deduction authorization executed by the employee.

Indemnification and Hold Harmless. The Union agrees to indemnify and save the Employer harmless against any and all liability which may arise by reason of any action taken by the Employer to comply with the provisions of this Article, including reimbursement for any legal fees or expenses incurred in connection with such action. The Employer will promptly notify the Union in writing of any claim, demand, suit or other form of liability asserted against it relating to its implementation of this Article. [If requested by the Union in writing, the Employer will surrender any such claim, demand, suit or other form of liability to the Union for defense and resolution

2.2 New Employee Orientation. The Employer agrees to notify the Union staff representative and Local Union President in writing of any new positions and new employees.

ARTICLE 3 – UNION-MANAGEMENT RELATIONS

3.1 All collective bargaining with respect to wages, benefits, hours, and working conditions of employment shall be conducted by authorized representatives of the Union and authorized representatives of the Employer. Agreement reached between the parties to this contract shall become effective when signed by authorized representatives of the Employer and of the Union. The City of Olympia Policies, effective September 2013, shall apply to members of this bargaining unit. The parties agree that should the City amend, modify, adopt or change any such policies that it is understood that the Union will be notified in writing of the effective date of the change and that these changes be negotiated as they pertain to bargaining unit members. Should there be any conflict between City rules, regulations or policy and this Agreement, the Agreement shall prevail.

3.2 City Policies for Personnel Administration will be available for review, either electronically or at a central location accessible to all members of the bargaining unit.

3.3 The Employer agrees to furnish suitable bulletin boards in convenient places in each work area to be used by the Union. The Union shall limit its posting of notices and bulletins to such bulletin boards. Such posting shall not include derogatory or inflammatory or defamatory information.

3.4 Union activities will not interfere with the work of employees and shall be performed only with permission of the Supervisor, usually 24 hours in advance or by mutual agreement, to minimize any impacts on Employer operations.

3.5 Authorized representatives of the Union shall have full and free access to the public premises of the Employer at any time during working hours to conduct Union business; provided, however, that such conduct of Union business shall cause no disruption of the work required to be performed by employees. The Union shall give reasonable advance notice to the Employer of any such Union activity.

3.6 The Union shall provide the Department Directors with a current list of all stewards.

ARTICLE 4 – NON-DISCRIMINATION

4.1 Neither the Employer, Union nor any employee shall in any manner unlawfully discriminate against any employee on the basis of race; color; religion; creed; sex; marital status; national origin; age; or sensory, mental or physical handicaps or disabilities.

4.2 No employee shall be discriminated against because of membership or lack thereof or lawful activity in the Union, provided such activities are not carried on so as to interfere with the normal work process.

4.3 City Policies prohibiting discrimination and harassment shall be adhered to by members of the bargaining unit.

ARTICLE 5 - MANAGEMENT RIGHTS

5.1 The Employer retains the exclusive right to reserve all powers and authority to manage its operations in an effective manner, subject only to the limitations expressly stated in this Agreement. The following management rights and responsibilities are examples, not intended as all-inclusive:

5.1.1 Establish, enforce and modify reasonable rules and regulations for the operation of the Department and the conduct of its employees.

5.1.2 Determine and change Department budget, methods of operation, procedures, location, facilities, materials and equipment.

5.1.3 Recruit, hire, layoff, promote, assign, classify, evaluate, appoint, transfer, discipline, discharge, or suspend employees in accordance with City of Olympia Policies.

5.1.4 Determine the number of personnel, the allocation of work assignments, including the number to be assigned any particular work, work schedules and the personnel, methods and processes by which work is to be performed

5.1.5 Determine mental, physical and performance standards.

5.1.6 To schedule and assign work and determine the duties to be performed by employees.

5.1.7 Determine the need for additional education courses, training programs, on-the-job training, or class training, assign employees to such duties for periods to be determined by the Employer.

5.1.8 Take any action as may be necessary to carry out the mission of the City and to deal with emergencies as declared by the Emergency Management Director, Mayor, County, Governor, or President.

5.2 The Employer agrees those Employer rules, regulations, policies and procedures adopted which affect working conditions and performance may be subject to the grievance procedure as to whether or not there has been a violation of such rule, regulation, policy or procedure. In the event there is a conflict between the terms of this Agreement and any Department rule, regulation or policy, the terms of this Agreement shall govern.

5.3 The Employer agrees that for the life of this Agreement, it will not subcontract or outsource bargaining unit work, except as historically been a practice of the Employer, without first notifying the Union of its plans, meet with the Union representatives and explore alternatives with the Union that would meet the City's interests. The Employer and the Union will discuss the effects of any such decision upon employees covered by this Agreement.

ARTICLE 6 – GRIEVANCE PROCEDURE

6.1 A grievance is defined as a dispute arising during the term of this Agreement involving the interpretation, application, or alleged violation of an employee's rights and privileges as set forth herein. It is agreed that the grievance procedure is the exclusive remedy for the redress of any grievance by any employee covered by this Agreement.

6.2 A determined effort shall be made by all parties to resolve the dispute at the lowest possible level. The Employer agrees to allow reasonable time during working hours to employees and a steward for investigation and processing of a grievance.

Step One:

An employee or group of employees who thinks they are aggrieved shall consult with a Union Representative and they shall, within ten (10) working days of the occurrence discuss the facts with the employee's supervisor. The supervisor shall provide a proposed solution, which may be in writing, to the grievance within ten (10) working days of the discussion.

Step Two:

If the aggrieved employee(s) is/are not satisfied with the supervisor's proposed solution, the employee and the Union may put the facts of the grievance in writing and submit the grievance to the Public Works Director within ten (10) working days of the supervisor's response or failure to respond. The grievance shall contain the factual allegations surrounding the occurrence, the specific articles of the contract alleged to be violated, and the proposed remedy sought by the grievant. The Public Works Director shall reply to the employee and the Union in writing within ten (10) working days after receipt of the written grievance.

Step Three:

If the aggrieved employee and the Union are not satisfied with the Public Works Director's response, the grievance and all supporting documentation and information shall be submitted to the City Manager within ten (10) working days of the receipt of the department director's response or the department director's failure to respond. The City Manager shall meet with the grievant, the Union and other concerned parties, and shall

respond in writing with a decision within ten (10) working days of receipt of the grievance.

Step Four:

If the Union is not satisfied with the response at Step 3, it may, by written notification to the City Manager within ten (10) working days of receipt of the answer at Step 3, request arbitration. The Employer and the Union will attempt to agree on a neutral arbitrator to hear the grievance, and with mutual agreement may submit multiple grievances to the same arbitrator. If the parties are unable to reach agreement on an arbitrator the parties shall request the American Arbitration Association to provide a list of seven (7) arbitrators. The parties shall alternately strike names from the list, a coin flip determining which party strikes the first name. The last remaining name shall be requested to hear the grievance.

6.3 Each party shall be responsible for compensating its own representation (e.g. legal representation and witnesses). The arbitrator's findings shall be final and binding on the parties. Cost of the arbitrator shall be shared equally by the parties.

6.4 The time limit expressed throughout this procedure may be waived or extended by mutual agreement of the parties in writing. The steps in the grievance procedure may be eliminated by mutual consent. Failure on the part of management to respond within the prescribed time limits shall be construed as a negative answer, which shall allow the processing of the grievance at the next appropriate step.

6.5 Should the employee or the Union fail to take a grievance to the next step within the prescribed time limits, the grievance shall be deemed abandoned.

6.6 There shall be no unlawful discrimination or disciplinary action against an employee or witness for an employee because of their use of the grievance procedure.

ARTICLE 7 - HOURS OF WORK AND OVERTIME EXEMPTION

7.1 Supervisors in the bargaining unit shall generally work forty (40) hours per week schedules. Furthermore, the supervisory nature of their position qualifies as an Executive Exemption under the Fair Labor Standards Act, and thus are salaried employees who are not paid overtime. In lieu of overtime pay, informal paid leave may be taken in recognition of the time demands of the positions, as outlined in Policy 13 (Leave) .

7.2 Supervisors in the bargaining unit are generally responsible to maintain continuous, uninterrupted service within their respective areas of responsibility. As such, and given the periodic emergency nature of their work, if the business need arises (as determined by their supervisor) a take-home or duty vehicle is authorized.

ARTICLE 8 - PAID HOLIDAYS

8.1 The following holidays are recognized and observed by the City as paid holidays for regular full-time employees in the bargaining unit:

New Year's Day	Labor Day
Martin Luther King's Birthday	Veterans Day
President's Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Independence Day	Christmas Day
Juneteenth	

8.2 In addition to the above specified holidays, a member may designate one (1) non-cumulative personal holiday in each calendar year, provided that the member has been continuously employed or is scheduled to be continuously employed by the Department for at least six (6) months.

8.3 Bargaining unit members shall have the holiday off and receive their regular compensation for each holiday. In the event that any listed holiday falls on a scheduled day off, the closest regularly scheduled workday shall be given as a holiday in lieu of the normal holiday.

8.4 City employees shall receive one (1) additional non-cumulative personal holiday if the City as a whole reaches Well City Status.

ARTICLE 9 - VACATIONS

Vacation for supervisors will be in accordance with [City Policy 13.4.2 Vacation](#). It is understood that if the City proposes changes to this guideline, that these changes will be negotiated as they pertain to bargaining unit members.

Each January 1, the maximum accrued vacation leave bank is 480 hours.

ARTICLE 10 - SICK LEAVE

10.1 Sick Leave for supervisors will be in accordance with [City Policy 13.4.3](#). It is understood that if the City proposes changes to this guideline, that these changes will be negotiated as they pertain to bargaining unit members.

10.2 Management and the Union agree that either party may reopen this Article on July 1, 2019 to discuss what management has learned about the cost to the City of the Union proposed “sick leave cash out” and to talk about different strategies to recognize employees that have not used sick leave over long periods of time.

ARTICLE 11 –EDUCATION AND CERTIFICATIONS

The parties agree that it is in their best interests to provide opportunities for employees to gain additional education in areas relating to their employment with the City. The city agrees to reimburse an employee for tuition expenses, subject to written approval in advance by the Public Works director and in accordance with City Policy, Department policy and available funds. The employee must submit proof of satisfactory completion of the course, and such proof shall be placed in the employee’s personnel file.

Certifications required by the Employer by City, State or Federal government/regulation will be paid for by the Employer including any training needed to obtain and maintain such certifications. This includes any renewal fees.

The City agrees to make contributions to the International Union of Operating Engineers National Training Fund in the amount of \$0.05 (five cents) per hour based on a 173 hour work month. Said contributions shall be made to the Locals 302 and 612 of the International Union of Operating Engineers Construction Industry Funds, Welfare and Pension Admin. Serv. Inc. on or before the fifteenth (15th) day of the month following the month in which hours were worked.

All IUOE Local 612 members covered by this agreement are eligible for training based on Course availability and Business Manager approval.

ARTICLE 12 - INSURANCE

Health and Welfare Benefits are available through the [Association of Washington Cities \(AWC\) Benefit Trust](#). The available medical plans through the AWC Benefit Trust are the Regence HealthFirst 250 Plan and Group Health \$20 Co-pay Plan.

12.1 The City will pay 95% of the cost of medical insurance for regular full-time employees and 85% of the cost of medical insurance for employee spouse and dependents for employees in Insurance Plan 1.

12.2 The City shall designate Medical Insurance Plan 2 for new employees hired on or after January 1, 2014. For Medical Insurance Plan 2 the City will contribute 95% of the employee cost of the lowest base medical premium and 85% of the cost of the lowest base medical premium for the employee's spouse and dependents. The Employee may elect either insurance option, (Regence or Group Health) but the employee shall pay any cost in excess of lowest base premium thru premium payroll deduction.

12.3 Employees who are currently in one of the insurance plans and opt out of the City's Medical Insurance Plan shall receive \$250 per month in lieu of any City provided medical insurance benefits provided Federal or State law allows. Any newly hired full time employee will be given the opportunity to opt out of insurance coverage upon proof of insurance coverage. However, if a married employee couple is covered by City insurance, neither employee may receive the \$250 opt out provision for refusing the City's insurance.

12.4 To ensure the City is maximizing its employer provided benefits, it is important to treat employees fairly and ensure employees understand their coverage. Accordingly, the City thru its insurance provider may conduct a Dependent Eligibility Audit.

12.5 The City shall pay the full family premium for a dental insurance and vision plan. Employees will be covered by the Washington Dental Incentive Plan E and the Orthodontia Plan III. Employees will be covered by the Full Family, \$25.00 deductible vision plan. The orthodontia and vision plan premiums are paid 100% by the City for the employee, spouse and dependents.

12.6 Life Insurance: The City agrees to pay for term life insurance of \$20,000 (twenty thousand dollars) coverage for each employee and one thousand dollars (\$1,000) for a spouse and each dependent child, and to make available through payroll deduction additional life insurance coverage for spouses and dependents of employees.

12.7 Long Term Disability: The City shall pay for a long term disability insurance plan providing a minimum 50% base salary replacement and a 180-day waiting period. An optional program to enhance this benefit is available to employees at their own expense.

12.8 The City agrees to pay a prorated share of the premium cost of medical, dental, vision and orthodontia insurance for each regular part-time benefits eligible employee based on the authorized F.T.E. of the regular part-time employee's position. For example, a 0.50 F.T.E. regular part-time benefits eligible employee shall have half of their medical premium paid.

The above benefits and levels of coverage shall be applicable to all Regular employees in the bargaining unit. New employees shall make required selections of benefits at New Employee Orientation.

ARTICLE 13 RETIREMENT

13.1 Retirement: Employees shall be covered under the applicable Washington State Public Employees Retirement System (PERS) plan and Social Security.

13.2 Employees shall be afforded the option to participate in the ICMA 457 Deferred Compensation Loan Program. Members must follow the City's established guidelines and procedures for application, repayment and terms. The City will observe all federal laws pertinent to this program. Members' failure to repay loan amounts and delinquency of loans could jeopardize the continued availability of the loan program and possibly the tax-exempt status of the entire plan. The IRS may amend/modify or eliminate the guidelines of the program at any time. Should the program be discontinued, any outstanding loans would continue but no future loans would be granted. Should the City determine that it cannot continue with the program, they will discuss first with the Union; ultimately, however, the City may discontinue this program at any time and for any reason.

13.3 ICMA Roth IRA: Employees shall be afforded the option to participate in the IMCA Roth IRA as made available by the City.

13.4 Upon retirement from the City, eligible employees will receive a cash out for their unused sick leave balance on a one (1) for four (4) hours basis up to one hundred hours (100). All retirements will be verified with the Department of Retirement Services (DRS). All funds will be contributed to a Health Reimbursement Arrangement (HRA) for each employee.

ARTICLE 14 – EMPLOYEE RIGHTS

14.1 The Employee personnel records shall be accessible to the concerned employee, selected City officials as authorized by the City Manager, and Union representatives, except as otherwise required by law. Personnel files shall contain only information directly relevant to the employee's employment with the City. Employees may examine the file and shall have the right to rebut, in writing, any items in the file, and to grieve any item to the level of the City Manager. The item may be grieved to arbitration when the employee suffers a direct financial loss as a result of the discipline.

14.2 If an investigatory interview meeting with an employee is called, which the employee reasonable believes could result in disciplinary action or other adverse consequences, the employee may request and have a Union Representative present.

14.3 Administration of employee records, discipline and discharge for supervisors will continue to be in accordance with City Policies as they pertain to employee discipline and discharge.

ARTICLE 15 – PROBATION

15.1 Administration of probationary periods of employment for supervisors will continue to be in accordance with City Policies as they pertain to probation periods. During probation, supervisors in the bargaining unit shall not have access to the grievance procedure regarding discipline and discharge.

15.2 In-house Operations Supervisor positions will be posted ‘in-house’ to the bargaining unit members prior to being posted to the general public.

ARTICLE 16 – LAYOFF, RECALL, & PROMOTION

Administration of layoff, recall from layoff and promotion for supervisors will continue to be in accordance with City Policies as they pertain to layoff, recall and employee promotions.

The City will notify the Union and proceed in accordance with City Policy in advance of implementation of any reorganization within the Public Works Department, which would result in the termination, layoff or reassignment of bargaining unit employees. Once the Union and At-Risk employees are notified, the parties will meet and confer for the purpose of discussion regarding the effects upon employees.

ARTICLE 17 – SENIORITY

The term “seniority” shall be inoperative for supervisors in accordance with City Policy as it pertains to the employee’s length of service.

ARTICLE 18 – WAGES

2022, 2023 & 2024 Pay Ranges shall be adjusted as follows:

The 2022 – COLA shall be 4.0%.

On January 1, 2022, the City will give a wage adjustment (increase) of three percent (3%).

The January 1, 2023 COLA shall be 90% of Seattle-U CPI (based on July 1, 2021 through June 30, 2022 CPI figures), with a minimum of 1% and a maximum of 4%;

On January 1, 2023, the City will give a wage adjustment (increase) of one and one-half percent (1.5%).

The January 1, 2024 COLA shall be 90% of Seattle-U CPI (based on July 1, 2022 through June 30, 2023 CPI figures), with a minimum increase of 1% and a maximum increase of 4%

On January 1, 2024, the City will give a wage adjustment (increase) of one percent (1%).

ARTICLE 19 – LONGEVITY PAY

Longevity pay shall be granted to bargaining unit members beginning with their completion of five (5) years of continuous service with the City. Eligible employees shall be paid in a lump sum on the first pay day following the employee’s anniversary date, in the following manner:

Years	5-9	10-14	15-19	20+
Amount	.75%	1.25%	1.75%	2.25%

ARTICLE 20 – EQUIPMENT, UNIFORMS, & CDLS

20.1 The Employer will supply all safety equipment, rain gear and gloves if appropriate.

20.2 Uniforms: Uniforms will be provided as per the most current [Public Works Department Policy on Employee Uniforms](#). A copy of the Policy has been provided to the Union. The parties agree that should the City amend, modify, adopt or change any such policies that it is understood that the Union will be notified in writing of the effective date of the change and that these changes be negotiated as they pertain to bargaining unit members.

20.3 The City will issue all bargaining unit members a \$150.00 per year payment for the purchasing of required safety footwear. This shall be paid in the January 20th paycheck, each year.

20.4 Commercial Driver’s Licenses (CDL): Operations Supervisors are not required to have a CDL. If an Operations Supervisor elects to maintain a CDL, the CDL Fees shall be borne by the employer including the required health exam. The choice of vendor and rates will remain the decision of the City. If the employee wishes to use a medical service other than the contracted vendor, the City will reimburse only up to the amount contracted with the City-selected vendor; the employee will be responsible for charges in excess of the contracted amount.

ARTICLE 21– SAFETY

21.1 The City agrees to provide a clean and sanitary work environment.

21.2 The City and employees will comply with all state and federal laws to ensure worker safety.

21.3 The City shall pay for Hepatitis A, B, DPT, and tetanus inoculation for all employees potentially exposed to those diseases.

ARTICLE 22 – CIVIL LIABILITY

The City shall comply with all laws respecting the civil liability of employees in the performance of their duties.

ARTICLE 23 – SAVINGS CLAUSE

23.1 If any Article, or part thereof, of this Agreement or any addenda thereto should be held invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any Article should be restrained by such tribunal, the remainder of this Agreement and addenda shall not be affected thereby, and the parties shall enter into immediate collective bargaining negotiations to arrive at a mutually satisfactory replacement of such Article or addenda.

23.2 It is agreed between the parties that nothing in this Agreement intends to abrogate existing monetary benefits as set forth in City Policy and not specifically referred to in this Agreement.

ARTICLE 24 – NO STRIKE, NO LOCKOUT

24.1 The City and the Union recognize that the public interest requires the efficient and uninterrupted performance of all city services and to this end pledge their best efforts to avoid or eliminate any conduct contrary to this objective. Neither the Union nor the City shall cause, engage in, or sanction any work stoppage, slow down, action in sympathy, or other interference with City functions.

24.2 The City shall not constitute any lockout of its employees during the term of this Agreement.

24.3 An employee's failure to cross a primary picket line established by some other Union and sanctioned by the Executive Secretary of the Union where the employee may be subject to bodily harm will not be cause for discipline for such failure.

ARTICLE 25 – ENTIRE AGREEMENT

The Agreement expressed and referred to herein in writing constitutes the entire Agreement between the parties and no express or implied or oral statements shall add to or supersede any of its provisions.

ARTICLE 26 – TERM OF AGREEMENT

This Agreement shall become effective upon the date signed and dated by the authorized representatives of both parties and shall remain in full force and effect until December 31, 2024.

Either party shall file written notice with the other of its desire to amend, modify or terminate this Agreement, not later than sixty (60) days nor more than 90 days before expiration of the current agreement. In such case, the parties shall promptly meet for the purpose of negotiating a successor Agreement.

IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THIS AGREEMENT THIS
___ DAY OF _____ 2022.

FOR THE CITY OF OLYMPIA

FOR LOCAL #612, INTERNATIONAL
UNION OF OPERATING ENGINEERS

Steven Jay Burney, City Manager

Jake Dunthorn, IUOE, Business Manager

Linnaea Jablonski, HR Director

Kevin Tedrick, IUOE, Business Manager

INTERNATIONAL UNION OF OPERATING ENGINEERS
Local # 612
ECONOMIC AGREEMENTS SUMMARY
January 10, 2022

The City and the Union are currently negotiating the labor contract for the period January 1, 2022 – December 31, 2024. The following summarizes the proposed agreement:

ITEM	AGREEMENT	ESTIMATED ANNUAL COST INCREASE
COLA on base salary	2022: 4.0% 1.0% Min/4.0% Max Tied to CPI-U; Additional 3% base wage increase	\$164,737 \$107,839
Payroll Tax on Increases	2022:	\$2,389
Benefits	2022:	\$25,080
MERP	No Change	\$0
VEBA	No Change	\$0
Deferred Comp	No Change	\$0
2022	TOTAL: As a percentage of annual payroll:	\$189,818 2.32%
2021	TOTAL: As a percentage of annual payroll:	\$119,541 1.44%

These calculations are based upon 11 employees.



City Council

Approval of an Ordinance Adopting the 2021 Engineering Design and Development Standards Update

Agenda Date: 1/18/2022
Agenda Item Number: 4.G
File Number:21-1158

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

Title

Approval of an Ordinance Adopting the 2021 Engineering Design and Development Standards Update

Recommended Action

Committee Recommendation:

The Land Use & Environment Committee reviewed and concurred with the proposed 2021 Engineering Design and Development Standards update.

City Manager Recommendation:

Move to approve an Ordinance adopting amendments to the Engineering Design and Development Standards and related changes to the Olympia Municipal Code and forward to second reading.

Report

Issue:

Whether to approve an Ordinance adopting amendments to the Engineering Design and Development Standards and related changes to the Olympia Municipal Code.

Staff Contact:

Stephen Sperr, P.E., Assistant City Engineer, Public Works Engineering, 360.753.8739

Presenter(s):

None - Consent Calendar Item.

Background and Analysis:

Background and analysis have not changed from the public hearing.

Annually, the City reviews and updates the Engineering Design and Development Standards (EDDS) to address changes in regulations or standards, improve consistency with the Comprehensive Plan, and add clarity. The Land Use and Environment Committee reviewed the proposed changes on February 18 and June 17. A public hearing was held on August 10 on the proposed changes.

Neighborhood/Community Interests (if known):

Updated EDDS will ensure utility and transportation systems, as well as solid waste improvements constructed meet the most current standards. Updates will also continue to move us toward the City's Comprehensive Plan Action Plan goal of providing Sustainable Infrastructure.

Options:

1. Approve an Ordinance adopting amendments to the EDDS and related changes to the Olympia Municipal Code and forward to second reading. The most recent standards for the City's utilities and transportation systems will apply to development and Public Works projects.
2. Delay approving an Ordinance adopting amendments to the EDDS and related changes to the Olympia Municipal Code until 2022. This option will result in potential conflicts in attempting to ensure that development impacts within the right-of-way are consistently addressed.
3. Do not approve an Ordinance adopting amendments to the EDDS and related changes to the Olympia Municipal Code and forward to second reading.

Financial Impact:

None of the proposed changes should result in notable increases to the costs of private development or Public Works projects.

Attachments:

Ordinance

Engineering Design and Development Standards Webpage

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, RELATED TO ADOPTION OF THE 2021 ENGINEERING DESIGN AND DEVELOPMENT STANDARDS; AND AMENDING CHAPTER 17.12, SECTIONS 12.02.020, 17.24.010, 17.24.020, 17.32.050, 17.32.140, 17.36.030, 17.36.120, AND SUBSECTION 18.02.180(O) OF THE OLYMPIA MUNICIPAL CODE

WHEREAS, the City annually reviews and updates the *Olympia Engineering Design and Development Standards* (EDDS) to address changes in regulations or standards, improve consistency with the Olympia Comprehensive Plan, and to add clarity; and

WHEREAS, the Olympia Municipal Code (OMC) is amended simultaneously to update related code provisions for consistency with changes to the EDDS; and

WHEREAS, the Land Use and Environment Committee reviewed the proposed amendments to the EDDS and OMC (the Proposed Amendments) on February 18, 2021, and June 17, 2021; and

WHEREAS, a public hearing was held on August 10, 2021, to consider the Proposed amendments; and

WHEREAS, the Proposed Amendments were sent to the Washington State Department of Commerce Growth Management Services with the Notice of Intent to Adopt Development Regulation Amendments as required by RCW 36.70A.106, and no comments were received from state agencies during the comment period; and

WHEREAS, the City of Olympia Responsible Official under the State Environmental Policy Act (SEPA), determined the Proposed Amendments to be categorically exempt under SEPA, pursuant to 197-11-800(19)(b) of the Washington Administrative Code; and

WHEREAS, the Proposed Amendments are consistent with the Olympia Comprehensive Plan and will continue to move the City toward its goal of providing sustainable infrastructure; and

WHEREAS, Chapters 35A.63 and 36.70A RCW and Article 11, Section 11 of the Washington State Constitution authorize and permit the City to adopt this Ordinance;

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

Section 1. Amendment of OMC 12.02.020. Olympia Municipal Code Subsection 12.02.020 is hereby amended to read as follows:

12.02.020 Engineering design and development standards

There is hereby adopted by reference "~~2018~~2021 Engineering Design and Development Standards," one (1) copy of which shall be kept on file in the office of the City Clerk and the Olympia Public Works Department. These standards shall be considered a part of this ordinance as though fully set forth herein.

Section 2. Amendment of OMC 17.12. Olympia Municipal Code Chapter 17.12 is hereby amended to read as follows:

Chapter 17.12 DEFINITIONS

17.12.000 Chapter Contents

Sections:

[17.12.010](#) Definitions.

~~[17.12.115](#) Department.~~

17.12.010 Definitions

For the purpose of this title, certain words and terms are defined in this chapter. When consistent with the context, words used in the present tense shall include the future; the singular term shall include the plural; and the plural, the singular; the word "shall" is always mandatory and the word "may" denotes a use of discretion.

- A. "Applicant" means any individual or entity who applies for preliminary plat, short plat, large lot subdivision or binding site plan approval under this title.
- B. "Auditor" means the auditor of Thurston County, Washington.
- C. "Binding site plan" means a drawing made and approved in accordance with the provisions of subdivisions D, E and G of Section 17.04.040 of this title which contains inscriptions and attachments setting forth such appropriate limitations and conditions for the use of the land as are established by the city, and which contains provisions requiring any development to be in conformance with the site plan.
- D. "Buildable lot" means a lot meeting all of the requirements of size, shape, frontage, sanitation, etc., contained in this title and other ordinances of the city for any specific type of development.
- E. "Boundary line adjustment" means an alteration of a division of land by adjustment of boundary lines, between platted or unplatted lots or parcels or both, which does not create an additional lot, tract, parcel, building site, or division nor creates any lot, tract, parcel, building site, or division which contains insufficient area or dimension to meet the minimum requirements for width or area for a building site. Boundary line adjustments include lot consolidations wherein boundary lines are removed.
- F. "City council" means the mayor and council members of the city.
- G. "Comprehensive plan" means a plan adopted by the City Council as a guide to the physical growth and improvement of the city, including modifications or refinements which may be made from time to time. Said plan may include the following elements: land use, transportation, transit, public services and facilities, housing, community development, and additional subjects relating to the physical development of the city.
- H. "County" means the county of Thurston, state of Washington.
- I. "Date of filing" means the date that a complete and accurate application for preliminary plat, short plat, large lot plat or final plat approval is filed with the city.
- J. "Declaration of short subdivision" means a document signed by all persons having any real interest in the land being subdivided and acknowledged before a notary that they signed the same as their free act and deed, and containing, as a minimum, the following elements:
 - 1. A legal description of the tract being divided;
 - 2. An illustrative map;

3. Any restrictive covenants;
4. A title report or plat certificate;
5. Any special conditions of short subdivision approval (e.g., frontage improvements requirements).

K. "Dedication" means the deliberate appropriation of land by an owner for any general and public uses, reserving to that owner no other rights than such as are compatible with the full exercise and enjoyment of the public uses to which the property has been devoted. The intention to dedicate shall be evidenced by the owner by the presentment for filing of a final plat, short plat or binding site plan showing the dedication thereon; and the acceptance by the public shall be evidenced by the approval of such plat or plan for filing by the appropriate governmental unit.

L. "Department" ~~The~~ means the City of Olympia Community Planning and Development Department.

M. "Development" means the development of land as proposed and/or described in any application for development permit approval submitted to the city.

N. "Development permit" means any land use permit which must be approved by the city prior to the development of land. Development permits shall include preliminary plats, short plats, binding site plans, large lot subdivisions and final plats.

O. "Director" means the Director of the City of Olympia Community Planning and Development Department, and the Director's designees.

P. "Easement" means a right granted by a property owner to specifically named parties or to the general public for the use of certain areas or strips of land for particular purposes. Where appropriate to the context, easement may also refer to the land covered by the rights granted. This may include pedestrian paths, bicycle paths, utility easements, drainage, open space, etc.

Q. "Final Approval" means the final official action taken by the City Council, Hearing Examiner, or planner on the proposed subdivision, short subdivision, binding site plan, large lot subdivision or dedication, or portion thereof.

R. "Final plat" means the final drawing of the subdivision and dedication prepared for filing for record with the county auditor and containing all elements and requirements set forth in RCW Chapter 58.17 and in this title adopted pursuant thereto.

S. "Flooding" means the inundation of an area of land that is not usually under water.

T. "Hearing examiner" means the land use Hearing Examiner for the city.

U. "Improvements" means and includes, but is not limited to, streets and roads complying with the development standards and specifications adopted by the city; public utility and pedestrian facilities; streetlights; landscape features; bridge structures; storm drainage facilities; and traffic control devices as are required to be installed as a part of subdivision, short subdivision, large lot subdivision or binding site plan approval.

V. "Large lot subdivision" means the division of land into lots or tracts, each of which is 1/128 of a section of land or larger, or 5 acres or larger, if the land is not capable of description as a fraction of a section of land. For purposes of computing the size of any lot under this section which borders on a street, the lot size shall be expanded to include that area which would be bounded by the centerline of the street and the side lot lines of the lot running perpendicular to such centerline.

W. "Lot" means a fractional part of subdivided or site planned land having fixed boundaries, being of sufficient area and dimensions to meet minimum zoning requirements for width and area. The term shall include tracts or parcels.

X. "Mean sea level datum" means the published mean sea level datum established by the U. S. Coast and Geodetic Survey (now National Geodetic Survey) and the benchmarks referenced to this datum established by the ~~city~~ City Public Works Department.

~~Y. "Olympia coordinate system" means the horizontal ground scale coordinate system referenced to the Washington Coordinate System as established by the city Public Works Department.~~

~~ZY.~~ "Person" means every person, firm, partnership, association, social organization, corporation, estate, trust, receiver, syndicate, branch of government, or any other group or combination acting as a unit.

~~AAZ.~~ "Planned residential development" means a unified development approved in accordance with Title 18 of this code.

~~BBAA.~~ "Plat" means a map or representation of a subdivision, showing thereon the division of a tract or parcel of land into lots, blocks, streets and alleys or other divisions or dedications.

~~CCBB.~~ "Preliminary Approval" means the official action taken on a proposed division of land when provision of improvements or fulfillment of conditions are to occur prior to final approval.

~~DDCC.~~ "Preliminary plat" means a neat and approximate drawing of a proposed subdivision showing the general layout of streets and alleys, lots, blocks and other elements of a subdivision consistent with the requirements of this chapter. The preliminary plat shall furnish a basis for the approval or disapproval of the general layout of a subdivision.

~~EEDD.~~ "Short plat" means the map or representation of a short subdivision containing all of the pertinent information as required by this title.

~~FFEE.~~ "Short subdivision" means the division or redivision of land into nine or fewer lots, tracts, parcels, sites or divisions for the purpose of transfer of ownership, sale or lease.

~~GGFF.~~ "Site plan review committee" is defined in OMC 18.02.180.

~~HHGG.~~ "Subdivider" means a person who undertakes the subdividing of land.

~~IHHH.~~ "Subdivision" means the division or redivision of land into ten or more lots, tracts, parcels, sites or divisions, which are less than five acres in area, whether immediate or future, for the purpose of sale, lease or transfer of ownership. This definition applies whether or not there is a dedication involved.

~~JJII.~~ "Utilities easements" means rights-of-way which may be used by public utilities, including, but not limited to, electricity, water, natural gas, sewer, telephone and television cable for the construction, operation, maintenance, alteration and repair of their respective facilities.

~~KKJJ.~~ "Variance" means an authorization granting relief under the provisions of Chapter 17.52 of this title from the literal enforcement of this title, when special conditions exist or unusual hardship will result therefrom.

~~**17.12.115 Department**~~

~~"Department" means the Olympia Community Planning and Development Department.~~

Section 3. Amendment of OMC 17.24.010. Olympia Municipal Code Section 17.24.010 is hereby amended to read as follows:

17.24.010 Submission of application

The subdivider shall submit ~~twelve (12) dark line prints and one stable base polyester film or other approved material (hereinafter referred to as Mylar)~~ an electronic copy of the document to the department through its online portal. All submitted drawings shall be in a portable document format (".pdf" meeting the requirements of ISO32000-1, Document Management – Portable Document Format – Part 1: PDF 1.7.

Section 4. Amendment of OMC 17.24.020. Olympia Municipal Code Section 17.24.020 is hereby amended to read as follows:

17.24.020 Format and content of application

A. Survey of Subdivision and Preparation of Plat. The survey of the proposed subdivision and preparation of the plat shall be made by or under the supervision of a registered land surveyor who shall certify on the plat that it is a true and correct representation of the lands actually surveyed.

B. Drafting Standards. All final plats shall be drawn in accordance with the following:

1. The final plat shall be clearly and legibly drawn in permanent black ink upon a stable base polyester film.
2. The scale of the plat shall be not less than 1" = 200'. Lettering shall be at least 3/32 of an inch high. The perimeter of the plat or subdivision being recorded shall be depicted with heavier lines wider than the remaining portion of the plat or subdivision.
3. The size of each sheet shall be 18" by 24".
4. A marginal line shall be drawn completely around each sheet, leaving an entirely blank margin of three inches on the left, and one-half inch on each side of the other three sides.
5. If more than two sheets are used, an index of the entire subdivision showing the arrangement of all sheets shall be included. Each shall be appropriately numbered.
6. The plat title, date, scale and north arrow shall be shown on each appropriate sheet of the final plat.
7. All signatures placed on the final plat shall be original signatures written in permanent black India ink.

C. Street Monuments. The surveyor preparing the plat shall submit a street monumentation plat to the Public Works Department for approval prior to setting any permanent street monuments. The Public Works Department shall determine the number and location of permanent control monuments in streets within and leading into the plat, if any. All street monuments shall conform to the standard specifications of the American Public Works Association or as amended by city standard plans.

D. Content.

1. The following information is required on the final plat map:
 - a. The date, scale, north arrow, legend, controlling topography and existing features such as highways and railroads;
 - b. Legal description of the plat boundaries;
 - c. Reference points and lines of existing surveys identified, related to the plat as follows:

- i. Adjoining corners of adjoining subdivisions,
 - ii. City or county boundary lines when crossing or adjacent to the subdivision,
 - iii. Section and donation land claim lines within and adjacent to the plat,
 - iv. Whenever the county or a city has established the centerline of a street adjacent to or within the proposed subdivision, the location of this line and monuments found or reset,
 - v. All other monuments found or established in making the survey of this subdivision or required to be installed by provisions of this title,
 - vi. The basis of bearings, shall be shown and shall be the Olympia coordinate system as defined and required in WAC 332-130-050(1)(b)(iii);
- d. The exact location and width of streets and easements intersecting the boundary of the tract;
- e. Tract, block and lot boundary lines and street rights-of-way and centerlines, with dimensions, bearings or deflection angles, radii, arcs, points of curvature and tangent bearings. Tract boundaries, lot boundaries and street bearings shall be shown to the nearest second with basis of bearings. All distances shall be shown to the nearest 0.01 foot;
- f. The width of the portion of streets being dedicated, the width of any existing rights-of-way and the width of each side of the centerline. For streets on curvature, curve data shall be based on the street centerline. In addition to the centerline dimensions, the radius and central angle shall be indicated;
- g. Easements denoted by fine dashed lines or described by narrative, clearly identified and, if already of record, their recorded reference. The width of the easement, its length and bearings, and sufficient ties to locate the easement with respect to the subdivision must be shown. If the easement is being dedicated by the map, it shall be properly referenced in the owner's certificate of dedication;
- h. Lot numbers beginning with number "1" and numbered consecutively without omission or duplication throughout the plat. The numbers shall be solid, of sufficient size and thickness to stand out and so placed as not to obliterate any figure. Lot numbers in an addition to a subdivision of the same name shall be a continuation of the numbering of the original subdivision;
- i. Accurate outlines and designations of any areas to be dedicated or reserved for public use or to be committed for the common use of all property owners with the purpose of dedication, reservation and commitment to be clearly set forth on the plat document together with accurate references to appropriate recorded documents;
- j. All required dedications, endorsements, covenants, affidavits and certificates shall show on the face of the final plat;
- k. The final plat shall show the subdivision of the section or sections involved and show the township(s) and range(s); provided, that if the land being platted is not described by section subdivision, the final plat map shall show a vicinity map showing monuments and land corners sufficient to properly orient the new subdivision;
- l. Specific wording as may be required by the preliminary plat approval;

- m. A plat or subdivision contiguous to, or representing a portion of or all of the frontage of a body of water, river or stream shall indicate the location of monuments, which shall be located at such distance above high-water mark as to reasonably insure against damage and destruction by flooding or erosion;
- n. Lots containing one acre or more shall show net acreage to nearest hundredth, whenever possible;
- o. Designation of lots to be used for other than single-family residential purposes;
- p. If the plat constitutes a replat of all or portions of an existing subdivision, this shall be clearly indicated just below the subdivision name. All original plat lines shall be shown in half-tone around the perimeter of the new plat.
- q. A summary of the terms and conditions, including building permit restrictions, of any agreement and security to construct improvements in the future on the plat.

2. Acknowledgments and Certificates. Acknowledgments and certificates required by this title shall be in language substantially indicated in the following subsections:

- a. Dedications. The intention of the owner shall be evidenced by the owner's presentation for filing of a final plat clearly showing the dedication thereof and bearing the following certificate signed by all real parties of interest:

"Know all persons by these presents that _____, the undersigned owner, in fee simple of the land hereby platted, _____, and _____, the mortgagee thereof, hereby declare this plat and dedicate to the use of the public forever all streets, avenues, places and sewer easements or whatever public property there is shown on the plat and the use for public purposes. Also, the right to make all necessary slopes for cuts and fills upon lots, blocks, tracts, etc. shown on this plat in the reasonable original grading of all the streets, avenues, places, etc. shown hereon. Also, the right to drain all streets over and across any lot or lots where water might take a natural course after the street or streets are graded. Also, all claims for damage against any governmental authority are waived which may be occasioned to the adjacent land by the established construction, drainage and maintenance of said roads.

IN WITNESS WHEREOF we set our hands and seals this _____ day of _____, [year].

In the event that a waiver of right of direct access is included, then the certificate shall contain substantially the following additional language:

"Access to _____ street from lots numbered _____ is hereby waived, and dedication to the public shall in no way be construed to permit a right of direct access to _____ street from lots numbered _____, nor shall the City of Olympia or any other local governmental agency within which the property is or may become located ever be required to grant a permit to build or construct an access of approach to said street from said lots."

- b. Acknowledgment.

STATE OF WASHINGTON)
) ss.
COUNTY OF THURSTON)

~~This is to certify that on this _____ day of _____, [year], before me, the undersigned, a Notary Public, personally appeared to me known to be the person(s) who executed the foregoing dedication and acknowledged to me that _____ signed the same as _____ free and voluntary act and deed for the uses and purposes therein mentioned.~~

On this day personally appeared before me _____, to me known to be the individual(s) described in and who executed the within and foregoing instrument, and acknowledged that he/she/they signed the same as his/her/their free and voluntary act and deed, for the uses and purposes therein mentioned.

~~WITNESS my hand and official seal the day and year first above written this _____ day of _____, [year].~~

Signature
Printed Name: _____
NOTARY PUBLIC in and for the State of
Washington, residing at _____
My commission expires _____

- c. Restrictions. The following restrictions shall show on the face of the final plat:
 - i. The following shall be required when the plat contains a private street: "The cost of construction and maintaining all streets not herein dedicated as public streets shall be the obligation of all of the owners and the obligation to maintain shall be concurrently the obligation of any corporation in which title of the streets may be held."
 - ii. "All landscaped areas in public rights-of-way shall be maintained by the owner and the owner's successor(s) and may be reduced or eliminated if deemed necessary for or detrimental to City road purposes."
 - iii. The following shall be required when the plat contains commonly owned tracts: "Community tracts shall be owned and maintained in common for the benefit of all lot owners. All lots have an undivided interest in the ownership and maintenance of community areas. The ownership interest in each community tract shall be stated in the deed to each lot"
 - iv. The following shall be required when the installation of required improvements has not been completed prior to recording: "Pursuant to City Ordinance, the City of Olympia may deny the issuance of building or occupancy permits for any structure within this plat until street, sidewalk, or other required plat improvements have been installed."
 - v. Any additional conditions as approved by the hearing examiner.
- d. Certificate From Land Surveyor. The completed plat must show a certificate from the land surveyor who platted the property, in substantially the following form:

"I hereby certify that the Plat of _____ is based upon an actual survey and subdivision of a portion of Section _____, Township _____, Range _____

_____, W.M.; that the distances and courses shown thereon are correct; that the monuments have been set and lot and block corners staked on the ground."

e. Certificates of City Officers. The plat shall also show the following certificates:

i. Certificate--City Engineer.

"Examined and approved this ____ day of _____ [year].

Olympia City Engineer"

ii. Certificate--Health Officer.

"Examined and approved this ____ day of _____ [year].

Health Officer"

iii. Certificate--Assessor.

"Examined and approved this ____ day of _____ [year].

Thurston County Assessor"

iv. Certificate-Treasurer.

"I hereby certify that all taxes on the land described hereon have been fully paid to and including the year _____.

Thurston County Treasurer"

v. Certificate--Planning Director.

"Examined and approved this ____ day of _____ [year].

Planning Director"

vi. Certificate--City Clerk-Treasurer.

"I hereby certify that all Local Improvement District Assessments on the land described hereon have been fully paid to and including the year _____

Clerk-Treasurer, City of
Olympia"

vii. Certificate--County Auditor.

"Filed for record at the request of _____ this ____ day of _____, [year], at ____ minutes past ____ .m., and recorded in Volume ____ of Plats, on page _____, records of Thurston County, Washington.

Thurston County Auditor

Deputy Auditor"

3. Supplemental information as required by the Application Content Lists must be submitted with the final plat map. See OMC 18.77.010.

Section 5. Amendment of OMC 17.32.050. Olympia Municipal Code Section 17.32.050 is hereby amended to read as follows:

17.32.050 Submission of application

Short plat applications shall be submitted electronically to the Department on forms provided by the Department and include all required information through its online portal. All submitted drawings shall be in a portable document format (".pdf") meeting the requirements of ISO32000-1, Document Management – Portable Document Format – Part 1:PDF 1.7.

Section 6. Amendment of OMC 17.32.150. Olympia Municipal Code 17.32.150 is hereby amended to read as follows:

17.32.150 Format and content of final application and map

- A. The subdivider shall submit twelve (12) dark line prints and one stable base polyester film or other approved material (hereafter referred to as Mylar) to the Department.
- B. The survey of the proposed short subdivision and preparation of the final map shall be made by or under the supervision of a registered land surveyor who shall certify on the map that it is a true and correct representation of the lands actually surveyed.
- C. The map shall be prepared on a sheet of reproducible material having dimensions of 18" by 24" and at a horizontal scale between 200' to the inch and 50' to the inch. The following shall be shown on the final short plat map:

- 1. Title block, preferably located in the lower right-hand corner, to contain:
 - a. Section, township and range,
 - b. Date of preparation, datum, scale and north arrow,
 - c. Legal descriptions of the original tract,
 - d. Basis of bearings, which shall be the Olympia coordinate system as defined and required in WAC 332-130-050(1)(b)(iii);
- 2. Vicinity sketch clearly identifying the location of the property;
- 3. Plat representation, to contain:
 - a. The boundary lines of the property to be divided;

- b. The development status of contiguous land, including the name of any adjacent plats and rights-of-way,
 - c. The layout, dimensions and number of each lot in the short subdivision with bearings or deflection angles, radii, arcs, points of curvature and tangent bearings,
 - d. The names, locations and widths of all existing streets, rights-of-way, easements, other public ways, watercourses and major transmission facilities rights-of-way within and adjacent to the proposed development,
 - e. The locations and dimensions of all parcels of land intended to be dedicated or reserved for public use, or to be reserved in the deeds for the common use of the property owners if the subdivision with the purpose, conditions or limitations of such dedications or reservations clearly indicated,
 - f. The locations of all existing structures within the short subdivision,
 - g. Existing monuments or other such identifying markers,
 - h. Lot numbers beginning with the number "1" and numbered consecutively without omission or duplication throughout the short plat. The numbers shall be solid, of sufficient size and thickness to stand out, and so placed as not to obliterate any figure;
4. Acknowledgments and certificates, preferably located along the bottom of the map, as follows:
- a. Restrictions. The following restrictions shall show on the face of the short plat map:
 - i. The following shall be required when the short plat contains a private street: "The cost of construction and maintaining all streets not herein dedicated as public streets shall be the obligation of all of the owners, and the obligation to maintain shall be concurrently the obligation of any corporation in which title of the streets may be held."
 - ii. "All landscaped areas in public rights-of-way shall be maintained by the owner and the owner's successor(s) and may be reduced or eliminated if deemed necessary for or detrimental to City street purposes."
 - iii. The following shall be required when the short plat contains commonly owned tracts: "Community tracts shall be owned and maintained in common for the benefit of all lot owners. All lots have an undivided interest in the ownership and maintenance of community areas. The ownership interest in each community tract shall be stated in the deed to each lot."
 - iv. The following shall be required when the installation of required improvements has not been completed prior to recording: "Pursuant to City Ordinance, the City of Olympia may deny the issuance of building or occupancy permits for any structure within this short plat until street, sidewalk, or other required plat improvements have been installed."
 - v. Any additional conditions as approved by the Department.
 - b. Certificate From Land Surveyor. The completed short plat shall show a certificate from the land surveyor who platted the property, in substantially the following form: "I hereby certify that this short plat map is based upon an actual survey and subdivision of a portion of Section _____, Township _____, Range _____, W.M.; that the distances and courses shown thereon are correct; that the monuments have been set and lot and block corners staked on the ground."

c. Certificates of City Officers. The short plat shall also show the following certificates:

i. Certificate--City Engineer.

"Examined and approved this _____ day of _____
[year].

Olympia City Engineer"

ii. Certificate--Health Officer. Preliminary inspections indicate soil conditions may allow the use of septic tanks as a means of sewage disposal for some, but not necessarily all, of the building sites within this plat. Prospective purchasers of lots should inquire at the Thurston County Health Department about the issuance of septic tank permits for specific lots.

"Examined and approved this _____ day of _____
[year].

Health Officer"

iii. Certificate--Assessor.

"Examined and approved this _____ day of _____
[year].

Thurston County Assessor"

iv. Certificate--Treasurer.

"I hereby certify that all taxes on the land described hereon have been fully paid to and including the year _____.

Thurston County Treasurer"

v. Certificate--Planning Director.

"Examined and approved this _____ day of _____
[year].

Planning Director"

vi. Certificate--County Auditor.

"Filed for record at the request of _____ this _____ day of _____, [year], at _____ minutes past _____ o'clock _____ m. and recorded in Volume _____ of Plats, on page _____, records of Thurston County, Washington.

Thurston County Auditor"

Deputy Auditor"

d. Certificate of Owner(s).

The short plat map shall show a certificate from the persons having any interest in the short subdivision in substantially the following form: "I, _____, owner in fee simple, acknowledge that the creation of this short subdivision is of my free will and consent."

D. Supporting Documents. The following documentation shall accompany each application for final approval of a short plat: A current title report or plat certificate confirming that the title of the lands as described and shown in the plat is in the name of the owners signing the declaration of short subdivision and showing restrictions encumbering the land.

E. Street Monuments. The surveyor preparing the plat shall submit a street monumentation plan to the Public Works Department for approval prior to setting any permanent street monuments. The Public Works Department shall determine the number and location of permanent control monument in streets within and leading into the short plat, if any. All street monuments shall conform to the standard specifications of the American Public Works Association or as amended by city standard plans.

Section 7. Amendment of OMC 17.36.030. Olympia Municipal Code Section 17.36.030 is hereby amended to read as follows:

17.36.030 Submission of application

~~Ten copies~~ An electronic copy of the large lot plat shall be submitted to the Planning Department ~~upon forms furnished by said body which shall affix thereto a file number and the date of receipt through its online portal.~~ All submitted drawings shall be in a portable document format (".pdf") meeting the requirements of ISO32000-1, Document Management – Portable Document Format – Part 1:PDF 1.7.

Section 8. Amendment of OMC 17.36.120. Olympia Municipal Code 17.36.120 is hereby amended to read as follows:

17.36.120 Format and content of final application and map

A. The subdivider shall submit twelve (12) dark line prints and one stable base polyester film or other approved material (hereinafter referred to as Mylar) to the Department.

B. The survey of the proposed large lot subdivision and preparation of the final map shall be made by or under the supervision of a registered land surveyor who shall certify on the map that it is a true and correct representation of the lands actually surveyed.

C. The map shall be prepared on a sheet of reproducible material having dimensions of 18" by 24" and at a horizontal scale between 200' to the inch and 50' to the inch. The following shall be shown on the final large lot plat map:

1. Title block, preferably located in the lower right-hand corner, to contain:
 - a. Section, township and range,
 - b. Date of preparation, datum, scale and north arrow,
 - c. Legal descriptions of the original tract,
 - d. Basis of bearings, ~~which shall be the Olympia coordinate system~~ as defined and required in WAC 332-130-050(1)(b)(iii);
2. Vicinity sketch clearly identifying the location of the property;
3. Plat representation, to contain:
 - a. The boundary lines of the property to be divided,
 - b. The development status of contiguous land, including the name of any adjacent plats and rights-of-way,
 - c. The layout, dimensions and number of each lot in the large lot subdivision with bearings or deflection angles, radii, arcs, points of curvature, and tangent bearings,
 - d. The names, locations and widths of all existing streets, rights-of-way, easements, other public ways, watercourses and major transmission facilities rights-of-way within and adjacent to the proposed development,
 - e. The locations and dimensions of all parcels of land intended to be dedicated or reserved for public use or to be reserved in the deeds for the common use of the property owners if the subdivision with the purpose, conditions or limitations of such dedications or reservations clearly indicated.
 - f. The locations of all existing structures within the large lot subdivision,
 - g. Existing monuments or other such identifying markers,
 - h. Lot numbers beginning with the number "1" and numbered consecutively without omission or duplication throughout the large lot plat. The numbers shall be solid, of sufficient size and thickness to stand out, and so placed as not to obliterate any figure;
4. Acknowledgments and certificates, preferably located along the bottom of the map, as follows:
 - a. Restrictions. The following restriction shall show on the face of the large lot plat map:
 - i. The following shall be required when the large lot plat contains a private street: "The cost of construction and maintaining all streets not herein dedicated as public streets shall be the obligation of all of the owners, and the obligation to maintain shall be concurrently the obligation of any corporation in which title of the streets may be held."
 - ii. "All landscaped areas in public rights-of-way shall be maintained by the owner and the owner's successor(s) and may be reduced or eliminated if deemed necessary for or detrimental to City street purposes."

iii. The following shall be required when the large lot plat contains commonly owned tracts: "Community tracts shall be owned and maintained in common for the benefit of all lot owners. All lots have an undivided interest in the ownership and maintenance of community areas. The ownership interest in each community tract shall be stated in the deed to each lot."

iv. The following shall be required when the installation of required improvements has not been completed prior to recording: "Pursuant to City Ordinance, the City of Olympia may deny the issuance of building or occupancy permits for any structure within this large lot plat until street, sidewalk, or other required plat improvements have been installed."

v. Any additional conditions as approved by the Department.

b. Certificate From Land Surveyor. The completed large lot plat shall show a certificate from the land surveyor who platted the property, in substantially the following form: "I hereby certify that this large lot plat map is based upon an actual survey and subdivision of a portion of Section_____, Township_____, Range_____, W.M.; that the distances and courses shown thereon are correct; that the monuments have been set and lot and block corners staked on the ground."

c. Certificates of City Officers. The large lot plat shall also show the following certificates:

i. Certificate--City Engineer.

"Examined and approved this_____ day of _____
[year].

Olympia City Engineer"

ii. Certificate--Health Officer. Preliminary inspections indicate soil conditions may allow the use of septic tanks as a means of sewage disposal for some, but not necessarily all, of the building sites within this plat. Prospective purchasers of lots should inquire at the Thurston County Health Department about the issuance of septic tank permits for specific lots.

"Examined and approved this_____ day of _____
[year].

Health Officer"

iii. Certificate--Assessor.

"Examined and approved this_____ day of _____
[year].

Thurston County Assessor"

iv. Certificate--Treasurer.

"I hereby certify that all taxes on the land described hereon have been fully paid to and including the year _____.

Thurston County Treasurer"

v. Certificate--Planning Director.

"Examined and approved this _____ day of _____
[year].

Planning Director"

vi. Certificate--County Auditor.

"Filed for record at the request of _____ this _____
day of _____, [year], at _____ minutes past _____
o'clock_____.m, and recorded in Volume _____of Plats, on page _____,
records of Thurston County, Washington.

Thurston County Auditor"

Deputy Auditor"

d. Certificate of Owner(s). The large lot plat map shall show a certificate from the persons having any interest in the large lot subdivision in substantially the following form:

"I, _____, owner in fee simple, acknowledge that the creation of this large lot subdivision is of my free will and consent "

D. Supporting Documents. The following documentation shall accompany each application for final approval of a large lot plat: A current title report or plat certificate confirming that the title of the lands as described and shown in the plat is in the name of the owners signing the large lot plat and showing restrictions encumbering the land.

E. Street Monuments. The surveyor preparing the plat shall submit a street monumentation plat to the Public Works Department for approval prior to setting any permanent street monuments. The Public Works Department shall determine the number and location of permanent control monuments in streets within and leading into the large lot plat, if any. All streets monuments shall conform to the standard specifications of the American Public Works Association or as amended by city standard plans.

Section 9. Amendment of OMC 18.02.180(O). Olympia Municipal Code Subsection 18.02.180(O) is hereby amended to read as follows:

18.02.180 Definitions

O. DEFINITIONS - SPECIFIC.

Object. A thing of functional, aesthetic, cultural, historical, or scientific value that may be, by nature or design, movable yet related to a specific setting or environment.

Off-Site Treatment and Storage Facility. A facility that treats or stores hazardous wastes or special incinerator ash generated on properties other than the property on which the off-site facility is located. (See also current edition of "Zoning Guidelines for Hazardous Waste Treatment and Storage Facilities," prepared by the Solid and Hazardous Waste Program of the State Department of Ecology.)

Office. A building or portion thereof which is primarily used to transact the administrative or professional activities of a business. Such uses include, but are not limited to: medical (excluding veterinary), dental, chiropractic, optometric, legal, banking, insurance, real estate, security brokers, administrative, public, contractors, consultants, corporate, or manufacturers' offices. (See also Home Occupation.)

Office, Bank. Banks, savings and loans, credit unions, and other depository institutions.

Office, Business. The offices of real estate agencies, mortgage brokers, advertising agencies, credit agencies, mailing services and postal substations, employment agencies, insurance agencies, membership organizations except social organizations, accountants, attorneys, security brokers, financial advisors, architects, engineers, surveyors, tax preparation services, computer software development, and other similar business services. This may also include the administrative offices for businesses whose primary activity may be construction, manufacturing, utility services, or some other non-office use conducted elsewhere.

Office, Government. The legislative, administrative, service delivery, or judicial offices of local, state, or federal agencies. It also includes federal post offices where mail processing takes place for local delivery. It does not include government land uses such as maintenance facilities for government-owned trucks, buses, or heavy equipment which are a Light Industrial use.

Office, Medical. This includes the offices of doctors, dentists, chiropractors, optometrists, and other health practitioners providing outpatient care. It also includes medical and dental laboratories, blood banks, and the like.

Office Supplies and Equipment Stores. Stores selling office products such as stationery, legal forms, writing implements, typewriters, computers, copiers, office furniture, and the like.

Office Uses, General. A room or group of rooms used for conducting the affairs of a business and generally furnished with desks, tables, files, and communication equipment.

Office, Veterinary/Clinic. A place where animals are given medical care and the boarding of animals is limited to short-term care incidental to the hospital use. (See also Animal Hospital.)

~~Olympia Coordinate System. The horizontal ground scale coordinate system referenced to the Washington Coordinate System as established by the City Public Works Department.~~

On-Site. Located on the same lot that is the subject of an application for development.

On-Site Treatment and Storage Facility. A facility that treats or stores hazardous wastes generated on the same property, see current edition of "Zoning Guidelines for Hazardous Waste Treatment and Storage Facilities," prepared by the Solid and Hazardous Waste Program of the State Department of Ecology.

Open Record Hearing. A hearing conducted by a single hearing body or officer that creates the City's record through testimony and submission of evidence and information under procedures prescribed by this Title. [See RCW [36.70B.020\(3\)](#)].

Open Record Appeal Hearing. A form of open record hearing held on request in response to a notice of decision when no open record predecision hearing was held on the project permit. [See RCW [36.70B.020\(3\)](#)].

Open Record Predecision Hearing. A form of open record hearing held prior to the City's decision on a project permit. [See RCW [36.70B.020\(3\)](#)].

Open Space, Common. Land within or related to a development, not individually owned or dedicated for public use, that is designed and intended for the common use or enjoyment of the residents and may include such complementary structures and improvements as are necessary and appropriate.

Open Space, Public. Undeveloped public land that is permanently set aside (as opposed to regulated) to protect the special natural character of a particular location. Open space may include, but is not limited to wetlands; wetland buffers; creek, stream or river corridors; forested areas; ravines, bluffs or other geologically hazardous areas; and undeveloped areas within parks.

Ordinary High Water Mark (OHWM). (Also referred to as Ordinary High Water Line OHWL.) Per WAC [220-660-030](#), the mark on the shores of all waters that will be found by examining the bed and banks and ascertaining where the presence and action of waters are so common and usual and so long continued in ordinary years, as to mark upon the soil or vegetation a character distinct from that of the abutting upland, provided that in any area where the ordinary high water line cannot be found, the ordinary high water line adjoining saltwater shall be the line of mean higher high water, and the ordinary high water line adjoining freshwater shall be the elevation of the mean annual flood. OHWM is used to determine the location of standard buffer widths of streams as required under OMC [18.32.435\(C\)](#).

Ordinary Repair and Maintenance. Work for which a permit issued by the City is not required by law, and where the purpose and effect of such work is to prevent or correct any deterioration or decay of or damage to the real property or structure appurtenant thereto and to restore the same, as nearly as may be practicable, to the condition prior to the occurrence of such deterioration, decay or damage.

Outdoor Storage. The keeping of any goods, junk, material, merchandise, or vehicles in the same place for more than 24 consecutive hours.

Over Water. Location above the surface of the water, including placement of buildings on piling or floats.

Overlay Zone. A zoning district or specific plan that encompasses one or more underlying zones or areas and which imposes requirements in addition to those required by the underlying zone. (See also Overlay Districts in Article III.)

Owner of Property. The fee simple owner of real property according to Thurston County Auditor records.

Section 10. 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 11. 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 12. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

Section 13. Effective Date. This Ordinance shall take effect five (5) days after passage and publication, as provided by law.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:


DEPUTY CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:



City Council

Approval of an Ordinance Authorizing Acceptance of a Donation by Providence St. Peter Hospital of \$100,000 to Assist Persons in Transition from Living on Ensign Road Right-of- -Way by Providing Access to Homeless Services

Agenda Date: 1/18/2022
Agenda Item Number: 4.H
File Number:22-0058

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

Title

Approval of an Ordinance Authorizing Acceptance of a Donation by Providence St. Peter Hospital of \$100,000 to Assist Persons in Transition from Living on Ensign Road Right-of-Way by Providing Access to Homeless Services

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve an Ordinance authorizing the City Manager to accept a \$100,000 donation from Providence Health Systems of Washington to assist persons in transition from living on Ensign Road right-of-way by providing access to homeless services.

Report

Issue:

Whether to approve an Ordinance authorizing the City Manager a \$100,000 donation from Providence Health Systems of Washington to assist persons in transition from living on Ensign Road right-of-way by providing access to homeless services.

Staff Contact:

Keith Stahley, Assistant City Manager 360.753.8227

Presenter(s):

None. Consent Calendar item.

Background and Analysis:

The City of Olympia continues to work to reduce the number of unsheltered individuals living along Ensign Road to improve public safety, travel safety and reduce conflicts between campers and

surrounding businesses.

Providence St. Peter Hospital has recognized the impact of individuals living along Ensign Road and also recognizes the need to assist them as they transition to other living arrangements.

The donation of \$100,000 was made by Providence St. Peter Hospital in September of 2021. A memorandum from Providence St. Peter Hospital Chief Executive Officer Darin Goss is attached.

Neighborhood/Community Interests:

Reducing the number of unsheltered individuals is of great interest to the community.

Options:

1. Approve the Ordinance authorizing the City Manager to accept the donation of \$100,000 from Providence Health Systems of Washington.
2. Do not approve the Ordinance authorizing the City Manager to accept the donation of \$100,000 from Providence Health Systems of Washington

Financial Impact:

Providence St. Peter Hospital will donate \$100,000 for provision of homeless support services to individuals living along Ensign Road.

Attachment:

Ordinance
Donation Letter

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, AUTHORIZING ACCEPTANCE BY THE CITY OF OLYMPIA OF A DONATION BY PROVIDENCE ST. PETER HOSPITAL OF \$100,000 TO ASSIST PERSONS IN TRANSITION FROM LIVING ON ENSIGN ROAD RIGHT-OF-WAY BY PROVIDING ACCESS TO HOMELESS SERVICES

WHEREAS, homelessness and its impacts have affected the Olympia community and require the development of a coordinated and strategic response, including recognition that homelessness comes in many forms, including persons living in recreational vehicles, trailers, and automobiles on City rights-of-way; and

WHEREAS, homeless persons living in recreational vehicles, trailers, and automobiles on Ensign Road right-of-way have created a public health and safety issue for Providence St. Peter Hospital, Intercity Transit, and Olympia Fire Department Medical Aid units using Ensign Road, posing a hazard to homeless persons and persons requiring emergency health care at Providence St. Peter Hospital, and persons requiring public transportation to medical providers via Intercity Transit; and

WHEREAS, Providence St. Peter Hospital has offered to donate to the City of Olympia \$100,000 to assist with the transition of persons living on Ensign Road right-of-way with access to hotel rooms, vehicle repairs, or purchase, or vehicle towing expenses, or other expenses related to clearing Ensign Road right-of-way to facilitate improved access to Providence St. Peter Hospital facilities; and

WHEREAS, pursuant to RCW 35.21.100, every city and town by ordinance may accept any money or property donated if within its powers granted by law; and

WHEREAS, the Olympia City Council finds this offer to donate funds by Providence St. Peter Hospital is in the public interest and serves the public health, safety and welfare;

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

Section 1. Acceptance of Donation. The Olympia City Council, pursuant to RCW 35.21.100, hereby accepts the donation of \$100,000 from Providence St. Peter Hospital.

Section 2. Terms and Conditions. The donation referenced in Section 1 above shall be used by the City of Olympia for the purpose of funding the transition of persons living on Ensign Road right-of-way in recreational vehicles, automobiles, or trailers by providing access to hotel rooms, vehicle repairs or purchase, or vehicle towing expenses, or other expenses related to clearing Ensign Road right-of-way to facilitate improved access to Providence St. Peter Hospital and its facilities by Olympia Fire Department Medic Aid units, ambulances, Intercity Transit and others requiring emergency health care at Providence St. Peter Hospital.

Section 3. Authorization. The City Manager is authorized to acknowledge and accept the funds donated by Providence St. Peter Hospital for the purposes stated in Section 2 above.

Section 4. Corrections. The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance, including the correction of scrivener/clerk errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 5. 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 6. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

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

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

Mark Barber
CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:

From Darin Goss, Chief Executive Officer Providence St. Peter Hospital

The Providence system's Community Partnerships Division, in cooperation with Providence St. Peter Hospital, is pleased to provide the City of Olympia with **\$100,000** of Community Health Investment funding to serve individuals who are currently unstably housed, living in vehicles along Ensign Road.

In collaboration with other community partners, these resources are intended to help with the delivery of critical social service supports for these individuals, including a safe location to reside. This investment is aligned with our Mission-centered commitment to serving the poor and vulnerable, and our values of compassion, dignity, and justice.

Every three years, Providence Southwest Washington conducts a [Community Health Needs Assessment](#) (CHNA), which is an opportunity to engage our communities, with the goal of better understanding community strengths and needs. The CHNA utilizes multiple sources of information, including state and national public health data, qualitative data from interviews with community stakeholders, publicly available health data, and hospital utilization data.

In our 2020 CHNA process, homelessness and a lack of safe, affordable housing were prioritized by all stakeholders and consistently ranked as the most important challenge that needs to be addressed in Southwest Washington. Through our [2021-2023 Community Benefit efforts](#), in alignment with our Mission, resources, and hospital strategic plan, we continue to be committed to collaborating with community partners, including the City of Olympia, on this issue.

Providence recognizes the vital intersection between health care and housing and believes both are basic human rights. This \$100,000 investment supports the needs identified in our CHNA and furthers the Providence system goal of addressing homelessness, housing, and the inequities of accessing services by underserved populations.

Please note we are not looking for media attention with this donation however you can share the donation internally. On behalf of many here at Providence, we look forward to our ongoing partnership in this area.

Darin Goss

Chief Executive

Providence Centralia and Providence St. Peter Hospitals

darin.goss@providence.org





City Council

Approval of 2022 Council Meeting Calendar and Committee Assignments

Agenda Date: 1/18/2022
Agenda Item Number: 4.I
File Number:22-0087

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

Title

Approval of 2022 Council Meeting Calendar and Committee Assignments

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve the 2022 Council Meeting Calendar and Committee assignments, including the position of Mayor Pro Tem.

Report

Issue:

Consider the 2022 Council Meeting Calendar and Committee assignments.

Staff Contact:

Susan Grisham, Executive Assistant, 360.753.8244

Presenter(s):

Consent Item

Background and Analysis:

At its 2022 Annual Retreat, Councilmembers reviewed and updated the Council Meeting Calendar and the Committee assignments.

The Assignment of Committee Members and Mayor Pro Tem are as follows:

- Mayor Pro Tem - Clark Gilman
- Finance Committee -Lisa Parshley - Chair, Jim Cooper, Yến Huýnh
- Community Livability and Public Safety - Dontae Payne - Chair, Yến Huýnh, Cheryl Selby
- Land Use & Environment Committee - Dani Madrone - Chair, Clark Gilman, Jim Cooper
- Regional Fire Authority Planning Committee -Jim Cooper, Yến Huýnh, Lisa Parshley

The calendar is attached for approval.

Neighborhood/Community Interests (if known):

None.

Options:

1. Move to approve the 2022 Council Meeting Calendar and Committee assignments.
2. Amend the 2022 Council Calendar or I Committee Assignments and move to approve as amended.

Financial Impact:

None

Attachments:

2022 Calendar

January						
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July						
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Holiday	Council Vacation Week	Council Retreat	Special Meeting
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Important Dates			
Jan 14-15	Council Retreat	November 8	General Election
June 17	Mid-Year Retreat	December 13	Last Meeting of the Year
August 2	Primary Election		
November 7	Special Council Meeting (Monday)		