



Meeting Agenda

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Tuesday, June 13, 2017

7:00 PM

Council Chambers

1. ROLL CALL

1.A ANNOUNCEMENTS

1.B APPROVAL OF AGENDA

2. SPECIAL RECOGNITION - None

3. PUBLIC COMMUNICATION

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

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

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

COUNCIL RESPONSE TO PUBLIC COMMUNICATION (Optional)

4. CONSENT CALENDAR

(Items of a Routine Nature)

4.A [17-0652](#) Approval of Jun 6, 2017 Study Session Meeting Minutes

Attachments: [Minutes](#)

4.B [17-0653](#) Approval of June 6, 2017 City Council Meeting Minutes

Attachments: [Minutes](#)

4.C [17-0471](#) Approval of Bid Award for the 2017 Pavement Preservation Project

Attachments: [Summary of Bids](#)

[Vicinity Map](#)

- 4.D [17-0588](#) Approval of the Topics and Strategies for the 2017 Engineering Design and Development Standards (EDDS) Update
Attachments: [Summary of Proposed Topics](#)
[Public Communication Strategy](#)
[Schedule](#)

4. SECOND READINGS - None**4. FIRST READINGS**

- 4.E [17-0604](#) Approval of Ordinance Amending Olympia Municipal Code Section 9.40.095, Graffiti
Attachments: [Ordinance](#)
- 4.F [17-0605](#) Approval of Ordinance Amending the Impact Fees Ordinance to be Consistent with State Law
Attachments: [Ordinance](#)
- 4.G [17-0615](#) Approval of Amendment to Ordinance 7070 (Operating Budget)
Attachments: [Ordinance](#)
- 4.H [17-0616](#) Approval of Amendment to Ordinance 7071 (Capital Budget)
Attachments: [Ordinance](#)
- 4.I [17-0617](#) Approval of Amendment to Ordinance 7058 (Special Funds)
Attachments: [Ordinance](#)

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

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

8. REPORTS AND REFERRALS**8.A COUNCIL INTERGOVERNMENTAL/COMMITTEE REPORTS AND REFERRALS****8.B CITY MANAGER'S REPORT AND REFERRALS****9. ADJOURNMENT**

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

City Council

Approval of Jun 6, 2017 Study Session Meeting Minutes

Agenda Date: 6/13/2017
Agenda Item Number: 4.A
File Number: 17-0652

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

Title

Approval of Jun 6, 2017 Study Session Meeting Minutes



Meeting Minutes - Draft

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Tuesday, June 6, 2017

5:30 PM

Council Chambers

Study Session

1. ROLL CALL

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

2. BUSINESS ITEM

- 2.A [17-0625](#) Review Results of a Citizen Survey Concerning Public Safety and Affordable Housing Needs

H. Stuart Elway introduced himself and gave some background on the survey.

Mr. Elway noted the survey closed Friday, so the results are still in draft form. The full report will be to the Council within one week with the crosstabs and further analysis.

The survey ran from May 16 - June 2. The survey represents 636 interviews with Olympia residents. The margin of error is plus/minus 4%. The survey was conducted in mixed mode: landline, cell phone and online.

Mr. Elway highlighted the profile of the respondents which included age distribution, children in the household, areas of the City and more. He reviewed the survey questions and responses.

Councilmembers asked clarifying questions.

The study session was completed.

3. ADJOURNMENT

The meeting adjourned at 6:23p.m.



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601 4th Avenue E.
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360-753-8244

City Council

Approval of June 6, 2017 City Council Meeting Minutes

Agenda Date: 6/13/2017
Agenda Item Number: 4.B
File Number: 17-0653

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

Title

Approval of June 6, 2017 City Council Meeting Minutes



Meeting Minutes - Draft

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Tuesday, June 6, 2017

7:00 PM

Council Chambers

1. ROLL CALL

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

1.A ANNOUNCEMENTS

Mayor Selby announced the City Council met earlier in a Study Session.

She also read a statement regarding the City of Olympia's continuing commitment to the Paris Climate Accord and climate change issues.

1.B APPROVAL OF AGENDA

The agenda was approved.

2. SPECIAL RECOGNITION

2.A [17-0531](#) Special Recognition - South Sound GREEN Program at Lincoln Options Elementary School

Senior Program Specialist Michelle Stevie introduced Michael Stein of Lincoln Elementary and his 4th and 5th grade students. The students discussed outcomes from water testing of Moxlie Creek through the South Sound GREEN program and GREEN congress.

Councilmembers thanked the students for their presentation.

The recognition was received.

3. PUBLIC COMMUNICATION

The following people spoke: Elisa Lyles, Ellie Mark, Melinda Bratsch, Connie Phegley and Meg Martin.

COUNCIL RESPONSE TO PUBLIC COMMUNICATION (Optional)

4. CONSENT CALENDAR

The Council discussed items 4.C and 4.D.

The Council Retreat agenda was rearranged, the Action Plan update was removed and the walking tour locations were narrowed down. Councilmember Gilman noted he was hoping to discuss the process for the City Manager's yearly review. He noted he will instead work on a referral to the General Government Committee on the topic.

Councilmember Roe discussed item 4.D, thanking Missy Watts for her service on the Planning Commission and welcoming Tammy Adams to Missy's vacated position.

- 4.A [17-0632](#) Approval of May 23, 2017 Study Session Meeting Minutes

The minutes was adopted.

- 4.B [17-0631](#) Approval of May 23, 2017 City Council Meeting Minutes

The minutes was adopted.

- 4.C [17-0623](#)

The decision was adopted.

- 4.D [17-0629](#) Approval of Appointment to the Planning Commission to Fill a Vacancy

The decision was adopted.

- 4.E [17-0469](#) Approval of Bid Award for Martin Way Patching Project

The contract was adopted.

- 4.F [17-0461](#) Approval of Resolution to Enter into a Memorandum of Understanding with the Washington State Employment Security Department, Washington Service Corps (WSC) for AmeriCorps Member Services

The resolution was adopted.

- 4.G [17-0580](#) Approval of Updated Reclaimed Water Service Agreements with Department of Enterprise Services and the Port of Olympia

The contract was adopted.

- 4.H [17-0601](#) Approval of Resolution Amending the Aquatic Lands Agreement (Lease No. 22-A02391) to Expand Lease Area on Float D at Percival Landing

The resolution was adopted.

- 4.I [17-0622](#) Approval of a Resolution Declaring Piperhill/Pacific Drinking Water Utility Property as Surplus

The resolution was adopted.

4. SECOND READINGS

- 4.J [17-0549](#) Approval of Ordinance Appropriating Funds to the Shared Leave Special Account

The ordinance was approved on second reading.

- 4.K [17-0564](#) Approval of Ordinance Appropriating Parking Business Improvement Area (PBIA) Funds for the Collective Visions Mural Project

The ordinance was approved on second reading.

- 4.L [17-0583](#) Approval of Ordinance Amending OMC 6.04.050, Regulations and Violations Relating to Pet Animals

The ordinance was approved on second reading.

Approval of the Consent Agenda

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

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

4. FIRST READINGS - None

5. PUBLIC HEARING

- 5.A [17-0610](#) Public Hearing on Amendment No. 2 to Development Agreement with MPH Holdings, LLC

Community Planning and Development Assistant Director Leonard Bauer shared an overview of the proposed amendment to a development agreement with MPH Holdings consistent with the recently adopted Kaiser Harrison Opportunity Area Plan.

Councilmembers asked clarifying questions.

Mayor Selby opened the hearing at 7:43p.m. No one spoke. The Mayor closed the hearing at 7:44p.m.

The public hearing was held and closed. Mayor Pro Tem Jones, seconded by Councilmember Hankins, moved to adopt a resolution approving amendment No. 2 to a Development Agreement with MPH Holdings, LLC, mixed-use development consistent with the recently-adopted Kaiser Harrison Opportunity Area Plan.

6. OTHER BUSINESS

6.A [17-0602](#) Approval of Activities and the Start of the Public Process Period for Community Development Block Grant Funding for Program Year 2017

Mr. Bauer shared the General Government Committee recommendations for the Community Development Block Grant (CDBG) Program Year Action Plan. He reviewed the Action Plan goals and the 5 Year Strategic Plan for CDBG funding. Mr. Bauer noted these recommendations reflect a balanced approach to housing and economic development.

He reviewed the annual program cycle and regulatory rules that must be followed.

Program Manager Anna Schlecht gave some background on the proposed projects and activities, which include a Community-Day Center, Business Training and Resiliency Program, Tune-Up Program, Downtown Safety & Facade Improvement Program, Housing Rehabilitation and Downtown Ambassador Program.

Ms. Schlecht reviewed the actions to follow:

Legal notice of the 30-day Public Process - June 7 - July 7, 2017

Post the 2017 Annual Action Plan online

Hold a public hearing - June 20, 2017

Review public comment & approve final plan - July 11, 2017

Submit final CDBG Action Plan - July 15, 2017

Councilmembers asked clarifying questions and discussed the proposals.

Several Councilmembers shared they were pleased with the balance of priorities in the proposed package and range of proposals; asked for every effort to be made to leverage funds; discussed the need for a need for a low barrier shelter; highlighted it is critical to have a good neighbor policy for the proposed warming center; and noted the proposals received align well with the results of the recent citizen survey.

Mayor Selby shared concerns regarding the warming center proposal. The Mayor asked there be an emphasis on housing rehabilitation as opposed to a shelter.

Councilmember Hankins noted she also shares Mayor Selby's concerns.

Councilmember Bateman moved, seconded by Councilmember Gilman, to approve the recommended activities included in the draft Program Year 2017 Community Development Block Grant Annual Action Plan and commence the public process period, from June 7 - July 7, 2017. The motion carried by the following vote:

Aye: 5 - Mayor Pro Tem Jones, Councilmember Bateman, Councilmember Cooper, Councilmember Gilman and Councilmember Roe

Nay: 1 - Councilmember Hankins

Abstained: 1 - Mayor Selby

7. CONTINUED PUBLIC COMMUNICATION

8. REPORTS AND REFERRALS

8.A COUNCIL INTERGOVERNMENTAL/COMMITTEE REPORTS AND REFERRALS

Councilmembers reported on meetings and events attended.

8.B CITY MANAGER'S REPORT AND REFERRALS

City Manager Steve Hall had no reports.

9. ADJOURNMENT

The meeting adjourned at 9:05p.m.



City Council

Approval of Bid Award for the 2017 Pavement Preservation Project

Agenda Date: 6/13/2017
Agenda Item Number: 4.C
File Number: 17-0471

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

Title

Approval of Bid Award for the 2017 Pavement Preservation Project

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to award the construction contract to Doolittle Construction, in the amount of \$879,316, and authorize the City Manager to execute the contract.

Report

Issue:

Whether to award the construction contract for the 2017 Pavement Preservation Project to Doolittle Construction.

Staff Contact:

Fran Eide, P.E., City Engineer, Public Works Engineering, 360.753.8422

Presenter(s):

None - Consent Calendar item.

Background and Analysis:

This year marks the 18th year of the Least Cost Pavement Preservation Program for the City. The program purpose is to extend the overall life of streets. Pavement preservation methods include: crack seal, microsurfacing, and chip seal. This approach reduces the overall cost of maintaining City streets and keeps them in fair or better condition.

This project will use chip seal to improve approximately three miles of roadway throughout the City at the following locations;

- Harrison Avenue - Division Street to West Bay Drive
- 14th Avenue NW - Kaiser Road to Walnut Loop
- Walnut Road - Walnut Loop to Division Street

- Cooper Point Auto Mall Drive - US 101 to Black Lake Boulevard
- State Avenue* - Quince Street to Tullis Street

*One lane of the recently paved section of State Avenue from Quince Street to Tullis Street has cracked and failed in some areas earlier than expected. We believe this occurred because the pavement is thinner in this area, developed small cracks, and rainwater penetrated the surface during our wet winter. Chip sealing the southern lane in this area should help prevent further deterioration of the pavement surface.

We anticipate starting construction in July and ending by September, 2017.

Neighborhood/Community Interests (if known):

The community should expect delays for people driving, biking, and walking throughout the time construction is happening. The City will communicate with citizens, emergency responders, schools, Intercity Transit, and other stakeholders about the schedule and traffic impacts through Twitter, media releases, and postcards.

Options:

1. Award the construction contract to Doolittle Construction, in the amount of \$879,316, and authorize the City Manager to execute the contract.
The project proceeds as planned.
2. Reject all bids and direct staff to rebid the project. The time needed to rebid will delay construction until 2018. The cost may increase due to increased staff time to rebid the project. Further, additional pavement deterioration and preparation work may be required because of the delay.

Financial Impact:

The 2017 Pavement Preservation Project is funded by the Street Repair/Reconstruction Program.

The low bid of \$879,316 is approximately 11.4 percent below the Engineer's estimate. There are sufficient funds in the budget to complete this project.

Overall project costs:

Total Low Bid:	\$ 879,316
Contingency to Award (10%):	\$ 87,932
Engineering: Design, Inspection, Consultants	\$ 125,977
Total Estimated Project Cost:	\$ <u>1,093,225</u>
Total Available Project Funding:	\$ 1,093,225

Attachments:

- Summary of Bids
- Vicinity Map

SUMMARY OF BIDS RECEIVED



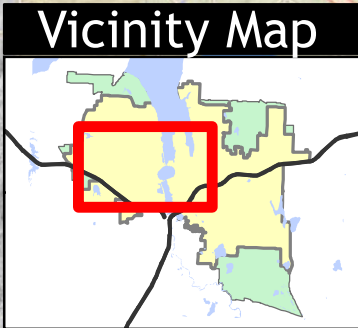
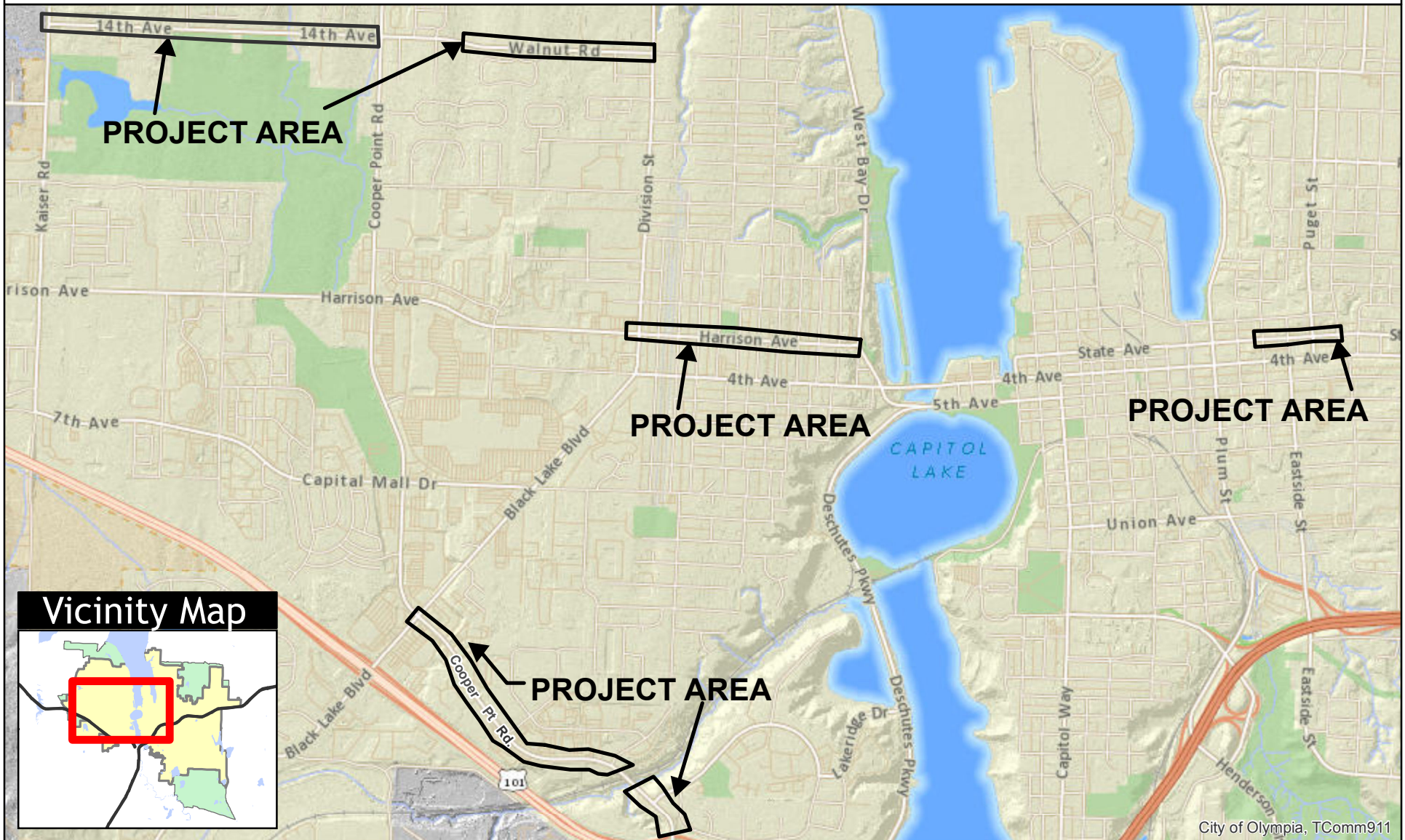
Project Name: 2017 Pavement Preservation (Chip Seal)
Project Number: 1696G
Federal Project Number: N/A
Bid Opening Date: 5/30/2017

ENGINEER'S ESTIMATE	CITY OF OLYMPIA	\$ 993,229.00
Bid #1	Doolittle Construction	\$ 879,316.00
Bid #2	Granite Construction Company	\$ 1,149,118.00



2017 PAVEMENT PRESERVATION (CHIP SEAL)

Project 1696G



0 1,000 2,000
 Feet 1 inch = 2,000 feet

Map printed 6/1/2017
 For more information, please contact:
 Fran Eide, P.E. City Engineer
 feide@ci.olympia.wa.us
 (360) 753-8422

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City Council

Approval of the Topics and Strategies for the 2017 Engineering Design and Development Standards (EDDS) Update

Agenda Date: 6/13/2017
Agenda Item Number: 4.D
File Number: 17-0588

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

Title

Approval of the Topics and Strategies for the 2017 Engineering Design and Development Standards (EDDS) Update

Recommended Action

Committee Recommendation:

Land Use and Environment Committee reviewed and unanimously recommends the proposed 2017 Topics and Public Communication and Involvement Strategy.

City Manager Recommendation:

Move to approve the 2017 Topics and Public Communication and Involvement Strategy for updating the EDDS.

Report

Issue:

Whether to approve the 2017 Topics and Public Communication and Involvement Strategy for updating the EDDS this year.

Staff Contact:

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

Background and Analysis:

The Engineering Design and Development Standards (EDDS) guide the design and construction of transportation, drinking water, reclaimed water, sewer, stormwater, and solid waste collection systems. They are also the technical interpretation of the City's Comprehensive Plan and various utility master plans. The City Engineer is responsible for approving and administering the EDDS.

The EDDS are updated annually to:

- Implement Goals and Policies established in the City's Comprehensive Plan,
- Reflect changes to the Olympia Municipal Code (OMC), particularly Titles 12-18,
- Help implement policies established in approved Utility Master Plans,
- Address changes in equipment and materials,

- Enable the use of improvements in technology, and
- Clarify information and requirements described in the text and shown on standard drawings

This year's update addresses several Comprehensive Plan Policies and OMC chapters related to:

- Curb Ramps,
- Pedestrian Pathways,
- Traffic Impact Analyses, and
- Length of City Blocks

The first attachment summarizes the proposed changes, including why they are needed. The second attachment is a public communication and involvement strategy that will be used for specific topics that that may be of interest to our stakeholders. The third attachment summarizes the timeline staff follows to update the EDDS this year, including a public hearing in November and approval of the changes in December.

Neighborhood/Community Interests (if known):

The EDDS provide predictability and consistency in how the City's infrastructure is built. Making timely changes to the EDDS ensures that infrastructure installed meets the most current standards and builds the foundation for the City's vision.

Information related to the proposed changes is available on the City webpage. Stakeholders are engaged throughout the review and approval process.

Options:

1. Approve the recommended 2017 topics and strategies. Approval will allow staff to begin to develop the specific changes and begin communicating and getting feedback on the changes.
2. Do not approve the recommended 2017 topics and strategies and have staff revise as directed. Not approving delays the development of the specific changes and may impact the timeframes on the attached schedule.

Financial Impact:

Most of the proposed changes should not result in notable increases to the costs of private development or public work projects. However, a few, such as pedestrian pathways and requiring curb ramp improvements on a more consistent basis, may cost more to developers and private utilities.

Attachments:

Summary of Proposed Topics
Public Communication & Involvement Strategy
Schedule

2017 EDDS Topics - May 18 DRAFT list

EDDS #	Topic	Requested Change and Why	Location in EDDS, OMC, etc.	Submitted By	Notes/Stakeholder Comments
SUBSTANTIVE CHANGES					
1	ADA Requirements for Curb Ramps	Clarify when ADA curb ramps are required as part of Streetside (Frontage) Improvements or utility work, and when existing ones need to be replaced.	2.020, 2.040, 3.110?, 4C.050	Sophie Stimson, Dave Smith	In 2016 Curb Ramps were defined, along with reference to ADA and PROWAG. Now need EDDS to more explicit.
2	Pedestrian Pathways	Address issues with safe access for pedestrians through parking lots and commercial developments.	Chapter 2 and 4, 4C.035	Darren Nienaber, Sophie Stimson, and others	
3	Traffic Impact Analysis	Clarify when a TIA is required, what standards to go by and what types of improvements are required by the results of a TIA.	Chapters 2 and 4; OMC 15.20.060	Fran Eide, Steve Sperr, Amy Buckler	Add "Olympia's TIA Guidelines" as an Appendix to Chapter 4. Need in EDDS to solidify DTS SEPA exemption proposal.
4	Block Sizing	Change current standard for Arterials of 500-750 feet to 500 feet, per Comp Plan.	2.040.B.3.e, 4B.170, Ch. 4 Tables 3 & 7	Sophie Stimson	Comp Plan Policy PT4.1
OTHER CHANGES					
5	Urban Forestry Manual	Reference in Chapter 1, and address link to requirements in SWPPP and SVPAs.	Chapters 1 and 5	Jake Lund, Tiffani King	
6	Appeals	Appeals of decisions related to Deviation Request determinations and related decisions as to the applicability of the EDDS should go to the Hearings Examiner.	1.05, 2.090.E	Darren Nienaber	
7	Professional Qualifications	Revise wording to include all "Licensed Professionals" involved in submitting documents for permits or approval.	1.110	Donna Buxton	
8	Bonding of Work	Clarify bonding requirements throughout the EDDS. Clarify scenarios, if any, for which deferral of streetside improvements can be bonded.	1.130, 2.030.F, 2.070, at.al.; OMC 17.44.020	Fran Eide, Steve Sperr	Coordinate with Bonding For Minor Improvements as part of Final Plat issue. Carryover from 2016.
9	Submittals for Private Development Work	Consider requiring submittals for certain types of construction (e.g. pervious concrete sidewalk and driveways) and/or materials to be used, for work on public facilities and infrastructure constructed by private development.	Chapter 3	Fran Eide and Steve Sperr	Carryover from 2016.
10	Soil and Vegetation Protection Area Plans	Add requirements for what is to be in these plans, per Urban Forestry Manual. Need in Ch 3 if not in applicable OMC chapter.	3.045	Jake Lund, Stacey Ray	
11	Record Drawings	Adjust standards to reflect current issues. Update OMC 17.44.030 to reflect current standards. Also address scanning requirements changes (to .pdf).	3.065, OMC 17.44.030	Steve Sperr, Ladd Cluff	Carryover from 2016, plus new scanning requirements in 2017.
12	Easements	(1) Clarify how to determine easement widths when > 20' standard width is needed. Confirm consistency with Drainage Manual. (2) Ensure there is sufficient vehicular access to easements and manholes located on private property.	3.100	Steve Sperr, Diane Utter	1st part was carryover from 2016.
13	Stormwater Construction Notes	Update the notes for protection of bioretention and permeable pavements, per LID.	Drawing 3-1, Ch. 5	Jake Lund	
14	Ditch Maintenance	Need to establish responsibility here in the EDDS, or in applicable OMC?	Ch4 and/or 5?	Jake Lund	
15	Driveway Culverts	Establish standard for driveway approaches with culverts.	4B.140, Ch 5	Steve Sperr, Jake Lund	
16	Typo error	Change the word "cure" to "curve" in 4B.140 A.5.	4B.140.A.5	Chuck Dower	
17	Gates and Bollards for Public Facilities	Establish clear standards; currently only fence standards in Lift Station section of Chapter 7.	Chapters 4, 7, other?	Jake Lund, Marcus Goodman	
18	Sidewalk Repair	Cuts into sidewalks require new sidewalk installation to the next joint or 5' from cut, whichever is longer. Needs new subsection in 4C.	4C.080	Sophie Stimson, Steve Sperr	
19	Illumination	Review mounting heights, spacing and other requirements for Street Lights. Confirm whether "City of Olympia Streetlight Installation Guidelines" is still being used.	4F	Steve Sperr	Carryover from 2016.
20	LED Street Lights	Lower color temperature standard to 3000 Kelvin for acorn (pedestrian-level) fixtures.	4F.020	Randy Wesselman	

EDDS #	Topic	Requested Change and Why	Location in EDDS, OMC, etc.	Submitted By	Notes/Stakeholder Comments
21	Transportation-Related Special Provisions	Update Appendix 5 of Chapter 4 to reflect changes made by Amendments to the 2016 WSDOT Standard Specifications.	Appendix 5 of Ch. 4	Rolland Ireland	An annual topic?
22	Hammerhead Detail	Review minimum dimensions and other requirement of the Temporary "T" (i.e."Hammerhead") elements of standard detail 4-5.	Drawing 4-5	Chuck Dower	Carryover from 2016. Do in 2017, or Future?
23	Bedding and Backfill	Revised and/or clarify pipe zone bedding specification (see WSDOT 9-03.12(3)) and drawing 4-8, to decrease size of crushed rock that can be used. Need to clarify backfill spec as well?	Drawing 4-8; specs in various Chapters	Steve Sperr	Carryover from 2016. Do in 2017, or Future?
24	Concrete-Related Detail Updates	Update rebar and concrete spec for Standard Drawings 4-31A and 4-33. Update type of concrete reference in Drawings 5-2, 6-12, 7-5.	Drawings 4-31A&33, 5-2&3, 6-12, 7-5	Steve Sperr	
25	Utilities Location Schematic	Review Standard Drawing details, and consider adding additional pipe separation info. Add reference to this Drawing in other Chapters.	Drawing 4-44	Steve Sperr	Carryover from 2016. Do in 2017, or Future?
26	Easements for Private Stormwater Facilities	Clarify minimum easement dimensions for private stormwater facilities on private property (.e.g. on Binding Site Plans, plats).	Chapter 5	Jake Lund, Steve Sperr	See language in 2009 and 2016 Drainage Manuals.
27	Catch Basins	Add (1) requirement to install during construction, and (2) more detail about where non-vented grates and hooded frames are required.	Chapter 5	Jake Lund	
28	Stormwater Pond Sign	Add a standard detail into Chapter 5 showing the required information to be included on the sign, as well as where and when it is required.	Chapter 5	Jeremy Graham	Carryover from 2016.
29	Tree Protection Fencing	Need detail, how it's installed, reference to Urban Forestry manual.	Ch. 5	Jake Lund, Shelly Bentley	
30	Videotaping pipe inspections	(1) revise wording to reflect who should be doing the video inspections and under what standard (see OSPs). (2) Consider recovering cost of City TV-ing if defect found within 1 year performance period.	Chapters 5 and 7	Steve Sperr, Diane Utter	Partly a carryover from 2016.
31	PVC Pipe Repair Bands	Add requirements to use wide steel band, Fernco-type repair bands when repairs to stormwater or sewer pipe are needed.	Chapters 5 and 7	Steve Sperr	
32	Underground Detention Systems	Consider pros and cons of allowing certain types of underground stormwater detention systems, depending on location (under parking lots, e.g.).	Chapter 5	Jake Lund	Carryover from 2016.
33	Drawing 5-1	Update WSDOT drawing reference in Note 3.	Drawing 5-1	Steve Sperr	
34	Fire Hydrants	Update required hydrant manufacturers to current standard.	6.060	Tom Swartout	
35	Water Meters	Update specified water meter type.	6.075	Tom Swartout	
36	Service Connection Drawings	Misc. updates to service connection drawings.	Drawings 6-1A, 1B, 1C, 2	Tom Swartout	
37	Setter Drawing	Misc. updates to setter drawing.	Drawing 6-3	Tom Swartout	
38	Meter Placement Drawing	Misc. updates to Meter Placement drawing.	Drawing 6-7	Tom Swartout	
39	Reduced Pressure (RP) Drawing	Clarify union height above slab or grade.	Drawing 6-22	Tom Swartout	
40	Meter Lid Drawings	Remove requirements for magnet in the lid.	Drawings 6-29, 29A	Tom Swartout	
41	Water Service Connections	(1) Add Fire Dept approval for size of service, (2) change type of PE pipe, and (3) clarify preference of service taps in ROW versus new water main in easements.	6.120	Tom Swartout	
42	Groundwater Monitoring Wells	Add additional language regarding these resource protection wells.	Ch. Chapters 3-6	Donna Buxton	
43	Location of Sewer Main in Street	Establish standards for location of new sewer main in existing streets that may allow other than center of road, and possible stubout requirements.	Ch 7	Diane Utter, Steve Sperr	
44	Grease Barrel Storage in ROW	Establish standard in Ch.7, with Standard Drawing, and link to OMC 13.20. Needed to address spills and overflows.	Ch.7, OMC 13.20	Diane Utter, Steve Sperr	
45	Hard surface runoff into sewer	Address "stormwater" catch basin connections to the sewer system for covered fueling stations (pump islands), solid waste compactors, and covered parking structures.	Ch7 - new section(s)?	Diane Utter, Jake Lund, Steve Sperr	
46	Pipe Abandonment	Reference WSDOT Standard Specifications, or copy and paste Olympia Special Provisions requirements for abandoning a pipe in place.	7A	Diane Utter	

EDDS #	Topic	Requested Change and Why	Location in EDDS, OMC, etc.	Submitted By	Notes/Stakeholder Comments
47	Notification of sewer taps	Require advance notification to Wastewater Utility of sewer service line taps on existing sewer mains, similar to water main taps requirements. Add note to drawing 3-1?	7B, drawing 3-1	Diane Utter	
48	Saddle Manholes	Update section on saddle manholes, including bypass pumping, and add a standard drawing.	7B.050	Fran Eide	Carryover from 2016.
49	Inside Drop Manholes	Clarify when it can be used, and clean up Standard Drawing (e.g. note 4).	7B.050, Drawing 7-4A	Fran & Steve	Carryover from 2016.
50	Ownership of Side Sewers in the ROW	Change description of ownership to be consistent with change to OMC 13.08 in 2017 that will say the City owns the portion of side sewer located in public ROW.	7B.080	Diane Utter	
51	Force Main Drain	Consider deleting requirement for drain, and add requirement for pigging equipment.	7C.060	Steve Sperr	Carryover from 2016.
52	City personnel	Change references to "City forces" to "City personnel".	7E.010	Diane Utter	
53	STEP Tank Pumping	Remove requirement to pump STEP tank at time of sale of property; this has not been a requirement for a long time.	7E.010	Diane Utter	
54	Bearing Floats	Change floats from mercury to bearing floats (see float make & model in drawing 7-7).	7E.08.C	Diane Utter	
55	Alarm Heights	Remove alarm heights in section 7E.090, and ensure correct ones are on Drawing 7-7.	7E.090, Drawing 7-7	Diane Utter	
56	Power Switch Cover	Add power switch cover requirement for residential STEPS systems.	7E.090(H)	Diane Utter	
57	Hour Meter and Event Counter	Remove reference to these non-existent devices.	7E.090(J)	Diane Utter	
58	Commercial STEP Systems	Revise wording in 7E.095 - exact wording forthcoming from Operations.	7E.095	Tom Swartout	
59	Grinder System Inspection	Require grinder pump systems to be inspected at time of sale of property, to ensure proper operation consistent with DOE requirements.	7F	Diane Utter	
60	Grinder Main Discharge Point	Create new subsection similar to 7C.080 (Force Main Termination), to address H2S, etc.	7F.04 and 7C.080	Diane Utter	
61	Threaded pipe	Change "treaded" to "threaded" on Drawing 7-12.	drawing 7-12	Diane Utter	
62	Two-Way Cleanouts	Restore two-way cleanout requirement on Standard Drawing 7-19.	Drawing 7-19	Diane Utter	
63	Residential STEP tank detail	Add a new Standard Drawing with wiring diagram and photo for residential STEP tanks.	Ch7 Drawing	Diane Utter	
64	Wiring Diagram	Add wiring diagram with photo. For Lift Stations only, or also for Commercial STEPs?	Ch7 Drawings	Tom Swartout	
65	Lift Station Drawings	Updates to Lift Station Drawings 7-7, 18A-B, 20, 21, 22A-I.	Ch7 Drawings	Tom Swartout	
66	Lift Station Start-up documents	Add the Lift Station Inspection Checklist and S&L Product Start-Up Report forms as Appendices.	Ch7. Appendices	Tom Swartout	Carryover from 2016.
67	Catch Basins for Solid Waste	Add requirement, consistent with the Drainage Manual, for installation of catch basins for dumpster/compactor pads that are connected to the sewer system. Add similar requirement for covered parking lots and fuel islands in Ch 4 as well?	Ch. 8	Jeremy Graham	
68	Compactors	Revise wording in 8.031.C.2 to correct type of compactor.	8.031.C.2	Ron Jones	
69	Ch. 8 Drawings	Remove conflict between Appendix 1 and Appendix 2 by deleting Illustrations.	Ch. 8 Appendices	Steve Sperr	
70	Green Cove Basin	Update Chapter 9, to better reflect LID code changes and requirements for new Drainage Manual.	Ch 9	Jake Lund	
71	OMC 12.20	Revise OMC 12.20, titled Street Excavations, to be consistent with the EDDS, as some sections are outdated and/or conflict with the EDDS. Address "no-cut Ordinance" issues here?	OMC 12.20, 4B.175 & 180, 6.170	Steve Sperr	Carryover from 2015 & 2016

EDDS #	Topic	Requested Change and Why	Location in EDDS, OMC, etc.	Submitted By	Notes/Stakeholder Comments
HOLD FOR FUTURE CONSIDERATION					
1	Street Connectivity	Set up special Deviation Request requirements, consistent with Comprehensive Plan Goal GT5 and Policy PT5.2, that require the proponent to address specific issues identified in the Comp Plan related to connectivity. Also consider (1) alternative alignments in environmentally sensitive/critical areas, (2) new criteria for examining new street connections, and (3) identifying safety issues and funding solutions to such issues related to newly connected streets.	1.050		Comp Plan Policies PT5.1, 5.2 & 5.4
2	Streetside (Frontage) Improvements	Clarify when they are required, what is required, and intent to achieve sidewalk and planter strip widths on major streets. Clarify when "streetside" vs. utility extensions are required. Consider stronger language for when sidewalk and other ped-related improvements in urban corridors are required (Comp Plan Policy PT15.1).	2.040, 2.020, 2.070, 3.110		Comp Plan Policy PT15.1
3	Alleys	Revise Alley requirement in section 2.040B to be consistent with updated Comp Plan. Revise the current concrete strip standard for residential alleys, as it has not been installed in over 15 years.	2.040.B, Ch.4 Table 2, Drawings 4-4A,B		Deferred until decision is made to discuss when to require alleys for new construction. Comp Plan Policies PT3.4-3.6.
4	Private Utility Easements	Revise requirements for private utility easements, to address when they are required, allowing for adjustment of width based on zoning, etc.	2.050.E		Initiated in 2015; deferred to 2017 due to complicated regulations & need to address utility concerns.
5	Franchise (Private) Utilities (carryover from 2015)	Revise the Franchise Utilities section, as it is out of date and omits some requirements. Address as many of the Comp Plan Policies related to Private Utilities as practicable. Address pavement restoration.	2.060, 4B.175, 4B.195	Fran Eide & Safe Streets Campaign	A 2016 topic that was deferred to 2017. Comp Plan Policies PU 3.6, 15.1, 15.5, 16.1, 16.3, 16.4, 17.1.
6	Parking Lots (carryover from 2015)	(1) Clarify wording in paragraph 3 of the Parking Lot section 4H110. (2) Revise parking lot connection requirements to address connecting adjacent parking lots in 4I.090. (3) Clarify EDDS & Drainage Manual roles in parking lot design/layout, approval and inspection, vs. CP&D in OMC 18.38.	OMC 18.38.220, 4H.110, 4I.090 and Ch. 5		Comprehensive Plan Policy PT1.11
7	Planter Strips	Add standard for planter strip landscaping, addressing (1) number and type of plants, (2) species and diversity of trees, and (3) placement and replacement of trees.	4H		Issue is linked to volume of soil required for plants and trees. Comp Plan Policy PN3.5
8	Roof Drains to Street Gutters	Investigate and determine whether tightline discharge of building roof drains to street gutters should be allowed or regulated by the EDDS.	Chapters 4 and 5	Steve Sperr	Carryover from 2016.
9	Sump Pumps to Street Gutters	Investigate and determine whether tightline discharge of sump pumps in basement (and other low areas) to street gutters should be allowed or regulated by the EDDS.	Chapters 4 and 5	Steve Sperr	Carryover from 2016.
10	Traffic Calming	Consider adding some criteria for determining when/if/where to use, especially for RLI Collectors and Local Access Streets.	Ch. 4, Ch. 9		Also, "Install or allow traffic calming..." is stated in Comp Plan Policy PT2.6.
11	Electric Vehicle Charging Stations	Support the use of electric vehicles by encouraging and/or requiring charging stations for larger commercial and residential developments.			Comp Plan Policy PN8.5
12	Fiber Optics Conduit	Establish standards for a City-owned fiber optics conduit system, once policies and regulations regarding such a system are established by City Council action.			Comp Plan Policy PU22
13	Modified Street Designs	Focus on a particular mode instead of "complete streets". Provides direction for master plans.			Comp Plan Policy PT1.13
14	Bike Boulevards/Corridors	Establish standards for bike corridors, using 2016 Bike Corridor pilot project as template.			Comp Plan Policy PT25.4
15	Protected Bike Lanes	Establish standards for protected bike lanes			
16	Pedestrian Crossing Islands	Make islands large enough for small groups cycling together.			Comp Plan Policy PT25.5
17	Private Streets	Clarify requirements for Private Streets, and when are they permissible.	2.040, 4B.070	Steve Sperr	
18	Infill Housing Incentives	On 2017 Draft Action Plan. May or may not involve changes to the EDDS.		Leonard Bauer	See 5/17/16 email from Leonard for more details.



2017 Public Communication & Involvement Strategy

Substantive EDDS Topics 2017

The City will engage with stakeholders on the following topics through a variety of methods, including emails, individual meetings and/or open houses.

Changes and Reason	Who May Be Interested or Impacted
Curb Access Ramps	
<ul style="list-style-type: none"> • The EDDS needs to be consistent with state and federal guidance. • This change helps the City to be consistent in requiring new ramps and allows the City to be compliant with the Americans with Disabilities Act. 	<ul style="list-style-type: none"> • People developing property and building or re-building street frontage • People renovating buildings or doing tenant improvements
Pedestrian Pathways	
<ul style="list-style-type: none"> • Walking through large parking lots, both commercial and residential, can be unsafe if clear walking routes are not available. • This change will define how safe walking routes through parking lots to access buildings are built. 	<ul style="list-style-type: none"> • People developing or redeveloping commercial or multifamily properties
Traffic Impact Analysis (TIA)	
<ul style="list-style-type: none"> • A Traffic Impact Analysis (TIA) is currently required under certain development conditions, but the TIA Guidelines are not part of the EDDS. The Guidelines have not been recently updated. • This change will clarify when a TIA is required and add the TIA Guidelines to the EDDS making it easier for developers. • Placing TIA requirements in the EDDS will enable the City to address offsite traffic impacts in the event a proposed project is "SEPA exempt" as part of a proposed Downtown SEPA Infill Exemption Area. 	<ul style="list-style-type: none"> • People developing or redeveloping property • People renovating buildings or doing tenant improvements
Block Sizing	
<ul style="list-style-type: none"> • The City's Comprehensive Plan emphasizes walkability. Shorter blocks, or the distance between intersections, are an important part of making a city more walkable. • The Comprehensive Plan states that the block length on arterial streets (like Harrison Avenue and Martin Way) should not exceed 500 feet. • This change will reduce the maximum block length on arterials from 750 to 500 feet, consistent with the Comprehensive Plan. 	<ul style="list-style-type: none"> • People developing or redeveloping large parcels



2017 EDDS Schedule

(As of 5/17/17)

January	Launch Annual Update
	- Post initial list of topics and 2017 Schedule on EDDS webpage
March 1	DEADLINE: Proposed topics to address in 2017 Update
March - April	Staff review of proposed topics to address
	- Develop 2017 Public Involvement & Communication Strategy
May 18	City Council Land Use and Environment Committee (LUEC)
	- Review Proposed Topics with LUEC
	- Public Involvement & Communication Strategy
	- Recommendation to Full Council on Topics and Strategy
June	City Council Meeting (June 6, 13 or 20)
	- Consider Land Use Committee's Recommendation
May	Confirm on EDDS webpage Topics to be Addressed
May	Submit Environmental Checklist (SEPA) to CPD
May - June	Draft Proposed EDDS changes and post on webpage
May - August	Engage Stakeholders on Proposed EDDS topics
June	Submit proposed EDDS changes to Dept. of Commerce (60-day review)
June - August	Consider comments received and keep webpage up to date
September 21	Review specific text and drawings changes with LUEC
October	Notice of Public Hearing on Proposed 2017 EDDS
November	Public Hearing on Proposed 2017 EDDS
November	City Council - 1st Reading to Adopt 2017 EDDS
December	City Council - 2nd Reading and Adoption of Final 2017 EDDS
December	Notify Stakeholders of Final 2017 EDDS
December	Send Code Publishing site 2017 EDDS



2017 EDDS Schedule

(As of 5/24/17)

January	Launch Annual Update
	- Post initial list of topics and 2017 Schedule on EDDS webpage
March 1	DEADLINE: Proposed topics to address in 2017 Update
March - April	Staff review of proposed topics to address
	- Develop 2017 Public Involvement & Communication Strategy
May 18	City Council Land Use and Environment Committee (LUEC)
	- Review Proposed Topics with LUEC
	- Public Involvement & Communication Strategy
	- Recommendation to Full Council on Topics and Strategy
June 13	City Council Approval of Topics and Communication Strategy
	- Consider Land Use Committee's Recommendations
May	Confirm on EDDS webpage Topics to be Addressed
May - June	Draft Proposed EDDS changes and post on webpage
May - August	Engage Stakeholders on Proposed EDDS topics
June	Submit Environmental Checklist (SEPA) to CPD
June	Submit proposed EDDS changes to Dept. of Commerce (60-day review)
June - August	Consider comments received and keep webpage up to date
September 21	Review specific text and drawings changes with LUEC
October	Notice of Public Hearing on Proposed 2017 EDDS
November	Public Hearing on Proposed 2017 EDDS
November	City Council - 1st Reading to Adopt 2017 EDDS
December	City Council - 2nd Reading and Adoption of Final 2017 EDDS
December	Notify Stakeholders of Final 2017 EDDS
December	Send Code Publishing site 2017 EDDS



City Council

Approval of Ordinance Amending Olympia Municipal Code Section 9.40.095, Graffiti

Agenda Date: 6/13/2017
Agenda Item Number: 4.E
File Number: 17-0604

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

Title

Approval of Ordinance Amending Olympia Municipal Code Section 9.40.095, Graffiti

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve on first reading and forward to second reading the ordinance amending Olympia Municipal Code Section 9.40.095, Graffiti

Report

Issue:

Whether to amend Olympia Municipal Code (OMC) Section 9.40.095, Graffiti.

Staff Contact:

Rocio D. Ferguson, Chief Prosecutor, 360.753.8449

Presenter(s):

None - Consent Calendar Item

Background and Analysis:

During a review of OMC Chapter 9.40, Offenses Against Property, legal staff determined that OMC Section 9.40.095, Graffiti, should be amended.

The proposed ordinance removes an unnecessary evidentiary requirement and increases enforceability.

Neighborhood/Community Interests (if known):

There is an inherent interest in protecting the public's safety and appropriately holding offenders accountable who engage in acts of graffiti.

Options:

1. Approve the proposed ordinance amending OMC Section 9.40.095, Graffiti, and forward to

second reading.

2. Direct staff to make different or additional amendments to OMC Section 9.40.095, Graffiti, and forward to second reading.
3. Decide not to approve the proposed ordinance, leaving OMC Section 9.40.095, Graffiti, as currently written.

Financial Impact:

None

Attachments:

Ordinance

Ordinance No. _____

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, AMENDING OLYMPIA MUNICIPAL CODE SECTION 9.40.095, GRAFFITI

WHEREAS, OMC 9.40.095 should be amended to eliminate unnecessary evidentiary requirements and increase enforceability;

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

Section 1. Amendment of OMC 9.40.095. Olympia Municipal Code 9.40.095 is hereby amended to read as follows:

9.40.095 Graffiti

A. A person is guilty of graffiti if, ~~without prior consent of the owner or owner's agent, the person~~ he or she intentionally writes, paints, or draws any inscription, figure, or mark of any type on any public or private building or other structure or any real or personal property owned by any other person.

B. Subsection (A) of this section shall not apply to any person who has permission from the owner, operator or custodian of the property.

BC. Graffiti is a gross misdemeanor punishable as described in OMC 9.64.010.

Section 2. Corrections. The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

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

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

Section 5. Effective Date. This Ordinance shall take effect thirty (30) days after publication, as provided by law.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



DEPUTY CITY ATTORNEY (DCA)

PASSED:

APPROVED:

PUBLISHED:



City Council

Approval of Ordinance Amending the Impact Fees Ordinance to be Consistent with State Law

Agenda Date: 6/13/2017
Agenda Item Number: 4.F
File Number: 17-0605

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

Title

Approval of Ordinance Amending the Impact Fees Ordinance to be Consistent with State Law

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve on first reading and forward to second reading the ordinance amending OMC 15.04.120 to extend the amount of time the City has to expend or encumber impact fees from six years to ten years, in accordance with state law.

Report

Issue:

Whether to approve an ordinance amending OMC 15.04.120 to extend the amount of time the City has to expend or encumber impact fees from six years to ten years, in accordance with state law (RCW 82.02.070).

Staff Contact:

Tim Smith, Principal Planner, Community Planning & Development, 360.570.3195

Presenter(s):

None - Consent Calendar Item.

Background and Analysis:

This Ordinance is to amend OMC 15.04.120 to be consistent with RCW 82.02.070, which was amended to allow a city a maximum of ten years to expend or encumber impact fees instead of the previously allowed six years.

Neighborhood/Community Interests (if known):

None known.

Options:

1. Approve the proposed Ordinance to extend the amount of time the City has to expend or encumber impact fees from six years to ten years, in accordance with state law.
2. Do not approve the proposed Ordinance

Financial Impact:

The City would have additional time to expend collected impact fees.

Attachments:

Ordinance

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, AMENDING OLYMPIA MUNICIPAL CODE SECTION 15.04.120 TO EXTEND THE AMOUNT OF TIME THE CITY HAS TO EXPEND OR ENCUMBER IMPACT FEES PURSUANT TO RCW 82.02.070

WHEREAS, RCW 82.02.050 - .090 authorizes the City of Olympia to adopt an ordinance imposing impact fees; and

WHEREAS, in Ordinance Nos. 5490 and 6164, the City of Olympia did adopt such impact fees, also known as "transportation impact fees," "parks impact fees," and "school impact fees"; and

WHEREAS, RCW 82.02.070 was amended to allow a city a maximum of ten years to expend or encumber impact fees; and

WHEREAS, the City Council wishes to amend Olympia Municipal Code Section 15.04.120 to be consistent with state law;

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

Section 1. Amendment of OMC 15.04.120. Olympia Municipal Code 15.04.120 is hereby amended to read as follows:

15.04.120 Refunds

- A. If the City or District No. 111 fails to expend or encumber the impact fees within ~~six (6) years~~ ten (10) years of when the fees were paid, or where extraordinary or compelling reasons exist, such other time periods as established pursuant to Sections 15.04.100 or 15.04.110, the current owner of the property on which impact fees have been paid may receive a refund of such fees. In determining whether impact fees have been expended or encumbered, impact fees shall be considered expended or encumbered on a first in, first out basis.
- B. The City shall notify potential claimants by first class mail deposited with the United States Postal Service at the last known address of such claimants. The potential claimant must be the owner of the property for which the impact fee was paid.
- C. Current owner(s) seeking a refund of impact fees must submit a written request for a refund of the fees to the Director and/or District No. 111 within one (1) year of the date the right to claim the refund arises or the date that notice is given, whichever is later.
- D. Any impact fees for which no application for a refund has been made by the claimant within this one-year period shall be retained by the City or District No. 111 and expended on the appropriate public facilities. Claimants shall have no rights to a refund if not timely requested pursuant to Subsection 15.04.120(C).
- E. Refunds of impact fees under this Section shall include any interest earned on the impact fees by the City or District No. 111.

F. When the City seeks to terminate any or all components of the impact fee program, all unexpended or unencumbered funds from any terminated component or components, including interest earned, shall be refunded pursuant to this Section. Upon the finding that any or all fee requirements are to be terminated, the City shall place notice of such termination and the availability of refunds in a newspaper of general circulation at least two (2) times and shall notify all potential claimants by first class mail at the last known address of the claimants. All funds available for refund shall be retained for a period of one (1) year. At the end of one (1) year, any remaining funds shall be retained by the City, but must be expended for the appropriate public facilities. This notice requirement shall not apply if there are no unexpended or unencumbered balances within the account or accounts being terminated.

G. The City shall also refund to the current owner of property for which impact fees have been paid all impact fees paid, including interest earned on the impact fees, if the development activity for which the impact fees were imposed did not occur; provided that, if the City or District No. 111 has expended or encumbered the impact fees in good faith prior to the application for a refund, the Director or District No. 111 can decline to provide the refund. If within a period of three (3) years, the same or subsequent owner of the property proceeds with the same or substantially similar development activity, the owner can petition the Director or District No. 111 for an offset against the actual impact fee amounts paid. The petitioner must provide receipts of impact fees previously paid for a development of the same or substantially similar nature on the same property or some portion thereof. In the case of park or transportation impact fees, the Director shall determine whether to grant an offset, and the determinations of the Director may be appealed pursuant to the procedures in OMC Chapter 18.75. In the case of school impact fees, District No. 111 shall determine whether to grant an offset. District No. 111 shall forward its determination to the Director, and the Director may adopt the determination of District No. 111 and may grant or decline to grant an offset, or the Director may make an alternative determination and set forth the rationale for the alternative determination. Determinations of the Director shall be in writing and shall be subject to the appeals procedures set forth in OMC Chapter 18.75.

Section 2. 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 3. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

Section 4. Effective Date. This Ordinance shall take effect five (5) days after publication, as provided by law.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

Darren Menaber

DEPUTY CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:



City Council

Approval of Amendment to Ordinance 7070 (Operating Budget)

Agenda Date: 6/13/2017
Agenda Item Number: 4.G
File Number: 17-0615

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

Title

Approval of Amendment to Ordinance 7070 (Operating Budget)

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve amending Ordinance 7070 on first reading and forward to second reading.

Report

Issue:

Whether to approve an amendment to Ordinance 7070.

Staff Contact:

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

Presenter(s):

None - Consent Calendar Item.

Background and Analysis:

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

There was one ordinance passed since the adoption of Ordinance 7070 relating to the Operating Budget. Ordinance 7077 adopted by the Council 4/25/2017 appropriated the following:

Policy Research and Development	\$100,000
Code Enforcement and Abatement	50,000
Downtown Strategy	50,000
Art/Cultural Program Enhancement	50,000

Comp Plan Implementation	40,000
Council Goals	<u>37,071</u>
	\$327,071

Budget Items Not Previously Presented to the Council:

- 1) Appropriation of \$400 for public defender training. Funding provided by a grant from the State of Washington Office of Public Defense.
- 2) Appropriation of \$24,000 for the production of the 2018-2022 Assessment of the Fair Housing Plan. Funding provided from the City Community Development Block Grant (CDBG) (\$4,500), Thurston County (\$9,750) and Thurston County Housing Authority (9,750).
- 3) Appropriation of \$23,000 for the Downtown Architectural History Survey project. Funding provided from the Thurston County Heritage Commission (\$5,000) and the Washington State, Department of Archaeology and Historic Preservation (\$18,000).
- 4) Appropriation of \$50 to the Seizure & Forfeiture special account, funding from the account fund balance.
- 5) Appropriation of \$8,803 for police training. Funding is from the close-out of two special accounts and transfer of remaining funds in the accounts to the Police Department. The accounts being closed are the Firing Range account (\$6,948) and the School Resource Officer account (\$1,855). This also includes the appropriation of \$60 in those two accounts representing funds in the accounts which have not previously been budgeted.
- 6) Appropriation of \$180,000 to the Arts Fund and \$122,000 to the Equipment and Facilities Reserve Fund for major repairs. These are funded by a transfer of funds from the City Hall Construction Fund.
- 7) Appropriation of \$3,200 for the Summer Nutrition Program, funding provided and increase in funding from the Department of Agriculture.

Neighborhood/Community Interests (if known):

None known

Options:

- 1) Approve ordinance amending Ordinance 7070.
- 2) Do not approve the amending ordinance. The budget items not previously presented to the Council would not be authorized.

Financial Impact:

Appropriations increase is a total of \$688,584. Funding for these appropriations noted above.

Attachments:

Ordinance

Ordinance No.

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, RELATING TO BUDGETS, FINANCE, AND SALARIES, AND AMENDING ORDINANCE NO. 7070.

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

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

WHEREAS, Ordinance No. 7059 was amended on April 11, 2017, by passage of Ordinance No. 7070; and

WHEREAS, the following amendments need to be made to Ordinance No. 7070;

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

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

FUND	APPROP. FUND BALANCE	ESTIMATED REVENUE	APPROP.	ADDITIONS TO FUND BALANCE
General, Regular Operations	\$107,000 <u>\$434,071</u>	\$72,153,590 <u>\$72,212,993</u>	\$72,260,590 <u>\$72,647,064</u>	\$-
General, Special Sub-Funds				
Special Accounts	578,179 <u>578,289</u>	861,880	1,440,059 <u>1,440,169</u>	-
Development Fee Revenue	46,875	3,392,530	3,439,405	-
Parking	-	1,530,700	1,395,512	135,188
Post Employment Benefits	1,599,500	1,101,000	2,700,500	-
Washington Center	5,000	349,200	354,200	-
Municipal Arts	900	53,100 <u>233,100</u>	54,000 <u>234,000</u>	-
Equip & Facilities Reserve		1,496,636 <u>1,618,636</u>	1,496,636 <u>1,618,636</u>	-
Total General Fund	<u>2,337,454</u> <u>2,664,635</u>	<u>80,938,636</u> <u>81,300,039</u>	<u>83,140,902</u> <u>83,829,486</u>	135,188
4 th /5 th Avenue Corridor Bridge Loan	20	552,489	552,509	-
UTGO Bond Fund – 2009 Fire	3,480	1,187,851	1,191,331	-
City Hall Debt Fund – 2009	952	2,419,166	2,420,118	-
2010 LTGO Bond – Street Projects	4	436,009	436,013	-
L.O.C.A.L. Debt Fund – 2010	-	178,283	178,281	2
2010B LTGO Bonds - HOCM	-	430,888	430,888	-
2013 LTGO Bond Fund	-	673,875	673,875	-
2016 LTGO Parks BAN	-	115,000	115,000	-
Water Utility O&M	-	13,302,290	13,297,934	4,356

Sewer Utility O&M	96,639	19,901,896	19,998,535	-
Solid Waste Utility	176,000	11,764,820	11,741,287	199,533
Stormwater Utility	-	5,313,050	5,310,757	2,293
Water/Sewer Bonds	-	2,044,982	2,023,330	21,652
Stormwater Debt Fund	-	123,359	123,359	-
Equipment Rental	-	2,322,434	2,322,434	-
TOTALS	\$2,614,549	\$141,705,028	\$143,956,553	
	\$2,941,730	\$142,066,431	\$144,645,137	\$363,024

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

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

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

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

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

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

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



DEPUTY CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:



City Council

Approval of Amendment to Ordinance 7071 (Capital Budget)

Agenda Date: 6/13/2017
Agenda Item Number: 4.H
File Number: 17-0616

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

Title

Approval of Amendment to Ordinance 7071 (Capital Budget)

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve amending Ordinance 7071 on first reading and forward to second reading.

Report

Issue:

Whether to approve an amendment to Ordinance 7071.

Staff Contact:

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

Presenter(s):

None - Consent Calendar Item.

Background and Analysis:

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

No separate ordinances were passed since the adoption of Ordinance 7071 relating to the Operating Budget.

Budget Items Not Previously Presented to the Council:

- 1) Appropriation of \$1,200 to the Percival Landing project. Funding is provided by donations to

the project.

- 2) Appropriation of \$351,802 in the City Hall Construction Fund of existing unappropriated funds. This appropriation will facilitate the transfer of funds from the City Hall Construction Fund for public art (\$180,000) and transferring funds to the facilities major repair fund (\$122,000), and providing additional resources for legal services (\$49,802).
- 3) Appropriation of \$150,000 for the Sea Level Rise Assessment project, funding provided by LOTT (\$75,00) and Port of Olympia (\$75,000).

Neighborhood/Community Interests (if known):

None noted.

Options:

- 1) Approve ordinance amending Ordinance 7071.
- 2) Do not approve the amending ordinance.

Financial Impact:

Total increase in appropriations is \$503,002. The sources of funding of these appropriations are noted above.

Attachments:

Ordinance

Ordinance No.

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, RELATING TO THE CAPITAL FACILITIES PLAN FOR THE YEARS 2017-2022 AND AMENDING ORDINANCE NO. 7071.

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

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

WHEREAS, Ordinance No. 7057 was amended on April 11, 2017, by passage of Ordinance No. 7071; and

WHEREAS, the following amendments need to be made to Ordinance No. 7071;

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

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

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

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

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

Section 5. The following appropriations are hereby made:

FUND	APPROP. FUND BALANCE	ESTIMATED REVENUE	APPROP.	ADDITIONS TO FUND BALANCE
Impact Fee Fund	\$5,083,238	\$800,000	\$5,883,238	\$-
SEPA Mitigation Fee Fund	147,360	-	147,360	-
Parks & Recreational Sidewalk, Utility Tax Fund	-	3,020,000	3,020,000	-
Real Estate Excise Tax Fund	831,800	1,200,000	2,031,800	-

FUND	APPROP. FUND BALANCE	ESTIMATED REVENUE	APPROP.	ADDITIONS TO FUND BALANCE
Capital Improvement Fund	5,550 6,650	18,156,043 18,156,143	18,161,593 18,162,793	-
City Hall Construction Fund	148,111 499,913		148,111 499,913	-
Water CIP Fund	1,300,000	4,866,500	6,166,500	-
Sewer CIP Fund				-
	1,429,699	771,301	2,201,000	
Storm Water CIP Fund		2,302,600	2,302,600	-
		2,452,600	2,452,600	
TOTALS	\$8,945,758 \$9,298,660	\$31,116,444 \$31,266,544	\$40,062,202 \$40,565,204	\$0

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

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

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

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



DEPUTY CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:



City Council

Approval of Amendment to Ordinance 7058 (Special Funds)

Agenda Date: 6/13/2017
Agenda Item Number: 4.1
File Number: 17-0617

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

Title

Approval of Amendment to Ordinance 7058 (Special Funds)

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve amending Ordinance 7058 on first reading and forward to second reading.

Report

Issue:

Whether to approve the amendment to Ordinance 7058.

Staff Contact:

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

Presenter(s):

None - Consent Calendar Item.

Background and Analysis:

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

No separate ordinances were passed since the adoption of Ordinance 7058 relating to the Operating Budget.

Budget Items Not Previously Presented to the Council:

1. Appropriation of \$5,000 in the Fire Equipment Reserve Fund for the purchase of a used

vehicle from the City Fleet Fund. Funding is for existing resources.

Neighborhood/Community Interests (if known):

None noted.

Options:

- 1) Approve ordinance amending Ordinance 7058.

- 2) Do not approve the amending ordinance.

Financial Impact:

Total appropriation increase of \$5,000, funding noted above.

Attachments:

Ordinance

Ordinance No.

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, APPROPRIATING FUNDS WITHIN VARIOUS SPECIAL FUNDS AND AMENDING ORDINANCE NO. 7058

WHEREAS, the Olympia City Council passed Ordinance No. 7058 on December 13, 2016, appropriating funds within various special funds; and

WHEREAS, the following amendments need to be made to Ordinance No. 7058;

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

Section 1. The following appropriations are hereby made:

FUND	APPROP. FUND BALANCE	ESTIMATED REVENUE	APPROP.	ADDITIONS TO FUND BALANCE
HUD Fund	\$-	\$490,892	\$490,892	\$-
Fire Equipment Replacement Fund	5,000		5,000	
Lodging Tax Fund	-	735,000	631,100	103,900
Parking Business Improvement Area Fund	10,000	100,000	110,000	-
Hands On Children's Museum	-	472,700	434,708	37,992
Equipment Rental Replacement Reserve Fund	-	1,658,700	1,394,526	264,174
Unemployment Compensation Fund	14,400	227,300	241,700	-
Insurance Trust Fund	124,500	1,722,500	1,847,000	-
Workers Compensation Fund	65,100	1,569,400	1,634,500	-
Washington Center Endowment Fund	-	5,100	5,100	-
TOTALS	\$214,000 \$219,000	\$6,981,592	\$6,789,526 \$6,794,526	\$406,066

Section 2. Severability. The provisions of this Ordinance are declared separate and severable. If any provision of this Ordinance or its application to any person or circumstances is held invalid, the remainder of this Ordinance or application of the provision to other persons or circumstances, shall be unaffected.

Section 3. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

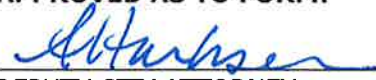
Section 4. Effective Date. This Ordinance shall take effect five (5) days after publication as provided by law.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



DEPUTY CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED