



# Meeting Agenda

## City Council

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8447

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**Tuesday, August 11, 2015**

**7:00 PM**

**Council Chambers**

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**1. ROLL CALL**

**1.A ANNOUNCEMENTS**

**1.B APPROVAL OF AGENDA**

**2. SPECIAL RECOGNITION**

- 2.A** [15-0763](#) Special Recognition - Presentation of the Association of Washington Cities WellCity Award

**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** [15-0745](#) Approval of July 14, 2015 Special Study Session Meeting Minutes

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

- 4.B** [15-0744](#) Approval of July 21, 2015 Special Study Session Meeting Minutes

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

- 4.C** [15-0743](#) Approval of July 21, 2015 City Council Meeting Minutes

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

4.D [15-0770](#) Approval of Bills and Payroll Certificates

**Attachments:** [Bills and Payroll Certs](#)

4.E [15-0737](#) Approval of Bid Award for the 2015 Priority Storm and Sewer Repairs Project

**Attachments:** [Project Map- 2015 Priority Storm & Sewer Repairs](#)

[Bid Tabulation- 2015 Priority Storm & Sewer Repairs](#)

[Hyperlink - City's Construction News webpage](#)

4.F [15-0741](#) Approval of Sublease with Family Support Center for Preschool Program

**Attachments:** [Family Support Sublease](#)

4.G [15-0758](#) Approval of Proposed Donation of a 3.19-Acre Parcel of Land for Use as Undeveloped Open Space

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

[PRAC Recommendation](#)

[Quit Claim Deed](#)

#### 4. SECOND READINGS - None

#### 4. FIRST READINGS

4.H [15-0759](#) Approval of Ordinance Related to Veterinary Clinic Zoning

**Attachments:** [Ordinance Veterinary Clinic Zoning](#)

[Zoning Map](#)

#### 5. PUBLIC HEARING

5.A [15-0428](#) PUBLIC HEARING - Draft 2015-2020 Waste ReSources Management Plan

**Attachments:** [Utility Advisory Committee Letter of Support](#)

[Link to draft Waste ReSources Management Plan and Appendices](#)

#### 6. OTHER BUSINESS

6.A [15-0761](#) Approval of Selected Traffic Box Mural Wrap Project Designs

**Attachments:** [Downtown Traffic Box Tally](#)

[West Side Traffic Box Tally](#)

[Proposed Traffic Box Designs](#)

#### 7. CONTINUED PUBLIC COMMUNICATION

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

**8. REPORTS AND REFERRALS**

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

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

**9. ADJOURNMENT**

*The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources. If you require accommodation for your attendance at the City Council meeting, please contact the Council's Secretary 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 - Presentation of the Association of Washington Cities WellCity Award

**Agenda Date:** 8/11/2015  
**Agenda Item Number:** 2.A  
**File Number:** 15-0763

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

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#### **Title**

Special Recognition - Presentation of the Association of Washington Cities WellCity Award

#### **Recommended Action**

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

Not referred to a committee.

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

Briefing only; no action required

#### **Report**

##### **Issue:**

The Association of Washington Cities (AWC) Employee Benefit Trust has awarded the City of Olympia the WellCity Award for 2015.

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

Stacy Hamilton, Accounting Services Supervisor, Administrative Services Department, 360.753.8004

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

Stacy Hamilton, Accounting Services Supervisor, Administrative Services Department

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

The City of Olympia is a member of the AWC Trust, which provides medical, dental and vision benefits for the City's employee. The AWC Trust annual WellCity Award recognizes members that achieve a standard of excellent in employee health promotion. The AWC Trust encourages members to design quality wellness programs that encourage a continued commitment to healthy employees and a healthy workplace. AWC Trust members that earn the WellCity Award receive a 2 percent premium discount on all medical premiums for active employees, spouses and dependents.



City Hall  
601 4th Avenue E.  
Olympia, WA 98501  
360-753-8447

## City Council

### Approval of July 14, 2015 Special Study Session Meeting Minutes

**Agenda Date:** 8/11/2015  
**Agenda Item Number:** 4.A  
**File Number:** 15-0745

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

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**Title**

Approval of July 14, 2015 Special Study Session Meeting Minutes



# Meeting Minutes - Draft

## City Council

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8447

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Tuesday, July 14, 2015

5:30 PM

Maintenance Center Conference  
Room, 1401 Eastside St SE

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### Special Study Session

#### 1. ROLL CALL

**Present:** 7 - Mayor Stephen H. Buxbaum, Mayor Pro Tem Nathaniel Jones, Councilmember Jim Cooper, Councilmember Julie Hankins, Councilmember Steve Langer, Councilmember Jeannine Roe and Councilmember Cheryl Selby

#### 2. BUSINESS ITEM

##### 2.A [15-0576](#) Public Works Maintenance Center Discussion and Tour

Public Works Director Rich Hoey welcomed Councilmembers to the Maintenance Center.

Public Works Deputy Director Debbie Sullivan gave a presentation covering the following items: the history of the Maintenance Center, current Public Works operational programs managed out of the building, the vital role the Maintenance Center serves during emergency response, building condition, and environmental challenges. She also described the current building and site capacity. She informed Council that the investment over the next few years is estimated to be \$7 million in building repairs and \$3 - 4 million to address stormwater and NPDES requirements.

Council learned that the 40 year old building is nearing the end of its life, the environmental challenges limit the ability to expand on the site, and Public Works does not have room to grow. Mr. Hoey shared with Council that it is time to start planning for a major renovation or new building within the next 10 - 15 years. He said future investments will be focused on ensuring operational continuity, life safety, and environmental compliance. He also shared that a study will be completed in 2016 to determine the feasibility of constructing a new building on the existing site or a new site.

Council discussed the issue but made no decisions. Mayor Buxbaum requested that the feasibility study include a commercial assessment of the existing Maintenance Center site. At 6:30 pm, Public Works Waste ReSources Line of Business Director Dan Daniels and Mr. Hoey took Council on a tour of the building and site.

**The work session was completed.**

**3. ADJOURNMENT**

The meeting adjourned at 7:30 p.m.



City Hall  
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360-753-8447

## City Council

### Approval of July 21, 2015 Special Study Session Meeting Minutes

**Agenda Date:** 8/11/2015  
**Agenda Item Number:** 4.B  
**File Number:** 15-0744

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

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#### **Title**

Approval of July 21, 2015 Special Study Session Meeting Minutes





# Meeting Minutes - Draft

## City Council

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8447

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**Tuesday, July 21, 2015**

**5:30 PM**

**Council Chambers**

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### Special Study Session

#### 1. ROLL CALL

**Present:** 7 - Mayor Stephen H. Buxbaum, Mayor Pro Tem Nathaniel Jones, Councilmember Jim Cooper, Councilmember Julie Hankins, Councilmember Steve Langer, Councilmember Jeannine Roe and Councilmember Cheryl Selby

#### 2. BUSINESS ITEMS

##### 2.A [15-0562](#) Briefing on Volume-Based Wastewater Utility Rates

Public Works Water Resources Engineer Diane Utter discussed the proposed wastewater tiered rates and reported the Utility Advisory Committee and Finance Committee recommend moving to volume-based rates effective with the 2016 budget process.

The Council agreed to have staff bring the volume-based rate structure forward this fall as part of the 2016 budget process.

**The work session was completed.**

##### 2.B [15-0701](#) Briefing on the Preliminary Capital Facilities Plan (CFP)

Administrative Services Director Jane Kirkemo presented the preliminary 2016-2021 Capital Facilities Plan (CFP).

Discussion:

Consider adding the scoping and feasibility study for a new maintenance center.  
Consider using the cable tax for police technology and public safety needs.

**The work session was completed.**

#### 3. ADJOURNMENT

The meeting adjourned at 6:36 p.m.



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## City Council

### Approval of July 21, 2015 City Council Meeting Minutes

**Agenda Date:** 8/11/2015  
**Agenda Item Number:** 4.C  
**File Number:** 15-0743

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

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**Title**

Approval of July 21, 2015 City Council Meeting Minutes



# Meeting Minutes - Draft

## City Council

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8447

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**Tuesday, July 21, 2015**

**7:00 PM**

**Council Chambers**

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### 1. ROLL CALL

**Present:** 7 - Mayor Stephen H. Buxbaum, Mayor Pro Tem Nathaniel Jones, Councilmember Jim Cooper, Councilmember Julie Hankins, Councilmember Steve Langer, Councilmember Jeannine Roe and Councilmember Cheryl Selby

### 1.A ANNOUNCEMENTS

Mayor Buxbaum announced the Council met in Study Session earlier in the evening. He also announced the City's flags are flying at half staff in memory of the Chattanooga, Tennessee shooting victims.

### 1.B APPROVAL OF AGENDA

**The agenda was approved.**

### 2. SPECIAL RECOGNITION

#### 2.A [15-0736](#) Introduction of Kellie Purce Braseth, Strategic Communications Director

City Manager Steve Hall introduced Kellie Purce Braseth as the City's new Strategic Communications Director. Ms. Purce Braseth thanked the Council and staff for her warm welcome.

**The recognition was received.**

### 3. PUBLIC COMMUNICATION

The following people spoke: Gurinder Sodhi, Terren Zander, Donn Lawrence, Jim Reeves, Carl Bond, Merrill Williams, Caro Gonzales, Juan Carlos Ruiz Duran, Lou Guethlein, Frederick Stence, Ron Nesbitt, Amy Bese, Nicole Alexander, Brian Faller, and Gus Guethlein.

### 4. CONSENT CALENDAR

Councilmember Cooper pulled Item 4I, and Mayor Buxbaum pulled Item 4G, for discussion and possible action immediately following the Consent Calendar.

#### 4.A [15-0704](#) Approval of July 7, 2015 Study Session Minutes

**The minutes were adopted.**

- 4.B [15-0705](#) Approval of July 7, 2015 City Council Meeting Minutes

**The minutes were adopted.**

- 4.C [15-0353](#) Approval of 2015 Municipal Art Plan

**The decision was adopted.**

- 4.D [15-0524](#) Approval of Interlocal Agreement with the City of Lacey for Operation and Maintenance of Woodland Creek Groundwater Recharge Facility

**The contract was adopted.**

- 4.E [15-0695](#) Approval of Washington Department of Ecology Grant Proposals

**The decision was adopted.**

- 4.F [15-0700](#) Approval of Interlocal Agreement with Puyallup City Jail

**The contract was adopted.**

#### **4. SECOND READINGS**

- 4.H [15-0650](#) Approval of Ordinance Amending Olympia Municipal Code 18.04.060.N Regarding Multi-Family Housing

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

#### **4. FIRST READINGS**

- 4.J [15-0655](#) Approval of an Ordinance Revising Zoning of the LOTT Wastewater Treatment Facility and Associated Maps, and Other Housekeeping Changes that Reflect Prior Council Actions

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

#### **Approval of the Consent Agenda**

**Councilmember Langer moved, seconded by Mayor Pro Tem Jones, to adopt the Consent Calendar, except for Items 4.G and 4.I. The motion carried by the following vote:**

**Aye:** 7 - Mayor Buxbaum, Mayor Pro Tem Jones, Councilmember Cooper, Councilmember Hankins, Councilmember Langer, Councilmember Roe and Councilmember Selby

#### **PULLED FROM CONSENT CALENDAR**

**4.I**      [15-0678](#)      Approval of Ordinances Creating an Olympia Metropolitan Park District and Authorizing a Metropolitan Park District Interlocal Agreement

Councilmember Langer read a letter drafted by him, Mayor Buxbaum and Councilmember Hankins in support of completing the Parks Plan and then placing the Metropolitan Parks District (MPD) on the ballot in February or April of 2016.

Following discussion, Councilmember Langer moved, seconded by Councilmember Hankins, that continued work for creating an MPD be referred to the Land Use & Environment Committee with the instructions that a work plan be created for the purpose of placing an initiative on the ballot in February 2016 for voter approval. The work plan would include a public hearing schedule, a process for citizen engagement and education, clarity as to how an MPD will be informed by and work with the City's Parks Plan, a means of ensuring accountability that funding for parks expands to meet the public's needs and interests, and that an interlocal agreement is clearly defined. The motion failed with a 3-4 vote, with Mayor Buxbaum, Councilmember Langer and Councilmember Hankins voting for the motion.

**Councilmember Cooper moved, seconded by Councilmember Roe, to approve the ordinances creating an Olympia Metropolitan Park District and authorizing a Metropolitan Park District Interlocal Agreement, with revisions for second reading, and to amend Attachment 1 to the Interlocal Agreement with the Olympia Metropolitan Park District, Section 3.1.3 Advisory Committee Review (on page 3) 4th line from the bottom of the paragraph that reads, "Park District Board regarding the City's compliance with the funding levels in (i) and (iv) in section". Strike the word AND after (i) and replace it with the word THROUGH, so that the line reads, "Park District Board regarding the City's compliance with the funding levels in (i) through (iv) in section". The motion carried by the following vote:**

**Aye:**            4 - Mayor Pro Tem Jones, Councilmember Cooper, Councilmember Roe and Councilmember Selby

**Nay:**            3 - Mayor Buxbaum, Councilmember Hankins and Councilmember Langer

**4.G**      [15-0697](#)      Adoption of a Resolution Appointing Pro and Con Committees for the Metropolitan Park District Proposition

Mayor Buxbaum pulled this item because it's related to Item 4.I.

**Councilmember Cooper moved, seconded by Councilmember Roe, to appoint individuals to committees to prepare Voters' Pamphlet statements for and against a Metropolitan Park District and adopt a resolution for transmittal to the County Auditor. The motion carried by the following vote:**

**Aye:**            4 - Mayor Pro Tem Jones, Councilmember Cooper, Councilmember Roe and Councilmember Selby

**Nay:** 3 - Mayor Buxbaum, Councilmember Hankins and Councilmember Langer

**5. PUBLIC HEARING - None**

**6. OTHER BUSINESS**

**6.A [15-0719](#) Consider the Department of Ecology's Required and Recommended Changes to the City's Shoreline Master Program**

Community Planning and Development Director Keith Stahley provided an update on the Shoreline Master Program and requested Council approval to accept the Department of Ecology's (DOE) proposed changes. He noted staff will continue to work with DOE on some of the non-substantive recommended changes.

**Councilmember Langer moved, seconded by Councilmember Hankins, to direct staff to notify the Department of Ecology that the City accepts their changes for the City's Shoreline Master Program. The motion carried by the following vote:**

**Aye:** 7 - Mayor Buxbaum, Mayor Pro Tem Jones, Councilmember Cooper, Councilmember Hankins, Councilmember Langer, Councilmember Roe and Councilmember Selby

**6.B [15-0734](#) Approval of an Option to Purchase Real Estate Owned by D.R. Horton, an Approximate 74 Acre Parcel Commonly Known as Trillium/Ashton Woods**

Parks, Arts and Recreation Director Paul Simmons highlighted the option to purchase property southeast of LBA Park and noted strong public support for this action.

**Councilmember Langer moved, seconded by Councilmember Roe, to approve an option to purchase real estate owned by D.R. Horton, an approximate 74 acre parcel commonly known as Trillium/Ashton Woods. The motion carried by the following vote:**

**Aye:** 7 - Mayor Buxbaum, Mayor Pro Tem Jones, Councilmember Cooper, Councilmember Hankins, Councilmember Langer, Councilmember Roe and Councilmember Selby

**6.C [15-0735](#) Oral Report - Update from the Mayor and Mayor Pro Tem on Status of the Convening Committee and Charter**

Mayor Buxbaum provided an update on the status of the convening committee and charter to engage the community in listening forums. He handed out a draft of the charter and said Reiko Callner, Curt Pavola, Clinton Petty, and Olympia Police Lieutenant Aaron Jelcick, (in an *ex officio* capacity) will serve on the Ad Hoc Committee on Police and Community Relations. Another person who was going to serve has since declined, so he will be filling that spot as soon as possible.

Mayor Buxbaum reported working with the Mayors of Tumwater and Lacey to discuss recommendations for a letter of issues and interests to the Thurston County Law and Justice Committee. He recommended that he and Councilmember Selby work with Mayor Kmet (Tumwater) and Mayor Ryder (Lacey) to formulate the letter for submission to the County. The Council agreed.

Mayor Pro Tem Jones reported this effort is part of a national movement to improve the relationship between disenfranchised and under-represented citizens and their relationship with law enforcement. He said there is broad community support for police body cams and the use of police technology. He indicated he's hopeful the ad hoc committee will take up this issue and move it forward.

**The report was received.**

**7. CONTINUED PUBLIC COMMUNICATION - None**

**8. REPORTS AND REFERRALS**

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

Councilmembers highlighted meetings they attended since the last Council meeting.

Mayor Buxbaum asked for a Council volunteer to attend the July 25, 8:00 a.m. Senior Games at Tumwater Stadium. Councilmember Hankins said she will not be able to go. Councilmember Langer agreed to check his schedule and let the Mayor know if he can attend.

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

Mr. Hall reported tonight's Council action authorized him to continue to look for citizens to write the con statement for the MPD proposition. If the City doesn't find anyone to write a statement, the task will be turned over to the County August 4.

Mr. Hall reported he will be out of the office on Wednesday, July 22, and Friday, July 24. While he is out, Keith Stahley will be Acting City Manager.

City Attorney Mark Barber reported the public hearing on the Medela rezone was held last night. He asked the Council, for the appearance of fairness, to avoid ex parte contact regarding this topic. He also discussed the upcoming campaign season and reminded the Council and public that speaking for/against candidates and/or ballot measures cannot be done in City facilities. Nor can staff time be used. He reviewed revised language regarding allowable testimony at Public Communications.

**9. ADJOURNMENT**

The meeting adjourned at 9:30 p.m.







City Hall  
601 4th Avenue E.  
Olympia, WA 98501  
360-753-8447

## City Council

### Approval of Bills and Payroll Certificates

**Agenda Date:** 8/11/2015  
**Agenda Item Number:** 4.D  
**File Number:** 15-0770

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

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**Title**  
Approval of Bills and Payroll Certificates

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 6/28/2015 THROUGH 7/14/2015  
 FOR A/P CHECK NUMBERS 3662177 THROUGH 3662457  
 FOR ELECTRONIC PAYMENTS \_\_\_\_\_ THROUGH \_\_\_\_\_

INCLUSIVE IN THE AMOUNT TOTALING

DATED

July 7, 2015

ADMINISTRATIVE SERVICES DIRECTOR

Jane Kukemo

TOTAL APPROVED FOR PAYMENT  
FUND

\$ 599,113.86	001	GENERAL FUND
\$ -	002	SHOP FACILITIES
\$ 10,390.01	003	REVOLVING ACCOUNT FUND
\$ -	004	URBAN ARTERIAL FUND
\$ 18,999.00	025	WASHINGTON CENTER
\$ 297.63	026	MUNICIPAL ARTS FUND
\$ 1,754.55	029	EQUIP & FACIL REPLACE RES
\$ 58,816.10	107	HUD
\$ -	108	HUD
\$ -	127	IMPACT FEES
\$ -	130	SEPA MITIGATION FUND
\$ 13,214.54	132	LODGING TAX FUND
\$ -	133	ARTS AND CONFERENCE FUND
\$ 80.77	134	PARKS AND REC SIDEWALK UT TAX
\$ 311.97	135	PARKING BUSINESS IMP AREA
\$ -	136	FARMERS MRKT REPAIR/REPLC
\$ -	137	CHILDREN'S HANDS ON MUSEUM
\$ -	138	TRANS BENEFIT DISTRICT
\$ -	208	LID OBLIGATION CONTROL
\$ -	216	4th/5th AVE PW TRST
\$ -	223	LTGO BOND FUND '06-PARKS
\$ -	224	UTGO BOND FUND 2009 FIRE
\$ -	225	CITY HALL DEBT FUND
\$ -	226	2010 LTGO BOND-STREETPROJ
\$ -	227	LOCAL DEBT FUND
\$ -	228	2010B LTGO BONDS-HOCM
\$ 66,808.13	317	CIP
\$ -	322	4/5th AVE CORRIDOR/BRIDGE
\$ -	323	CIP CONSTR FUND - PARKS
\$ -	324	FIRE STATION 4 CONSTRUCT
\$ 318.00	325	CITY HALL CONST
\$ -	326	TRANSPORTATION CONST
\$ -	329	GO BOND PROJECT FUND
\$ 300,000.00	331	FIRE EQUIPMENT REPLACEMENT FUND
\$ 38,104.14	401	WATER
\$ 3,800.46	402	SEWER
\$ 22,640.08	403	SOLID WASTE
\$ 11,719.86	404	STORM AND SURFACE WATER
\$ 15,992.50	434	STORM AND SURFACE WATER CIP
\$ 5,437.07	461	WATER CIP FUND
\$ -	462	SEWER CIP FUND
\$ 1,640.37	501	EQUIPMENT RENTAL
\$ 538.56	502	C. R. EQUIPMENT RENTAL
\$ 250.00	503	UNEMPLOYMENT COMPENSATION
\$ 2,333.76	504	INS TRUST FUND
\$ 966.83	505	WORKERS COMPENSATION
\$ (1,936.00)	604	FIREMEN'S PENSION FUND
\$ -	605	CUSTOMERS WATER RESERVE
\$ 5,795.00	614	LEOFF I MEDICAL LONG TERM CARE
\$ -	621	WASHINGTON CENTER ENDOW
\$ -	631	PUBLIC FACILITIES
\$ 29,745.05	682	LAW ENFORCEMENT RECORD MGNTSYS
\$ -	701	PARKS-NEIGHBORHOOD
\$ -	702	PARKS-COMMUNITY
\$ -	703	PARKS-OPEN SPACE
\$ -	707	PARKS-SPECIAL USE
\$ -	711	TRANSPORTATION
\$ -	720	SCHOOLS
\$ 1,207,132.24		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,

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FOR PERIOD 7/5/2015 THROUGH 7/11/2015  
 FOR A/P CHECK NUMBERS 3662458 THROUGH 3662670  
 FOR ELECTRONIC PAYMENTS 6/1/2015 THROUGH 6/30/2015

INCLUSIVE IN THE AMOUNT TOTALING

DATED July 4, 2015

ADMINISTRATIVE SERVICES DIRECTOR  
Jane Kirkland

TOTAL APPROVED FOR PAYMENT

	FUND	
\$ 967,004.58	001	GENERAL FUND
\$ -	002	SHOP FACILITIES
\$ 68,508.65	003	REVOLVING ACCOUNT FUND
\$ -	004	URBAN ARTERIAL FUND
\$ 159.48	025	WASHINGTON CENTER
\$ 45.41	026	MUNICIPAL ARTS FUND
\$ 1,997.09	029	EQUIP & FACIL REPLACE RES
\$ 708.86	107	HUD
\$ -	108	HUD
\$ -	127	IMPACT FEES
\$ -	130	SEPA MITIGATION FUND
\$ -	132	LODGING TAX FUND
\$ -	133	ARTS AND CONFERENCE FUND
\$ 1,295.56	134	PARKS AND REC SIDEWALK UT TAX
\$ 998.45	135	PARKING BUSINESS IMP AREA
\$ -	136	FARMERS MRKT REPAIR/REPLC
\$ -	137	CHILDREN'S HANDS ON MUSEUM
\$ -	138	TRANS BENEFIT DISTRICT
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\$ -	227	LOCAL DEBT FUND
\$ -	228	2010B LTGO BONDS-HOCM
\$ 2,417.52	317	CIP
\$ -	322	4/5th AVE CORRIDOR/BRIDGE
\$ -	323	CIP CONSTR FUND - PARKS
\$ -	324	FIRE STATION 4 CONSTRUCT
\$ 8,184.48	325	CITY HALL CONST
\$ -	326	TRANSPORTATION CONST
\$ -	329	GO BOND PROJECT FUND
\$ -	331	FIRE EQUIPMENT REPLACEMENT FUND
\$ 43,611.74	401	WATER
\$ 1,055,055.91	402	SEWER
\$ 40,283.87	403	SOLID WASTE
\$ 8,644.21	404	STORM AND SURFACE WATER
\$ 1,127.25	434	STORM AND SURFACE WATER CIP
\$ 41,589.06	461	WATER CIP FUND
\$ -	462	SEWER CIP FUND
\$ 6,607.12	501	EQUIPMENT RENTAL
\$ -	502	C. R. EQUIPMENT RENTAL
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\$ -	701	PARKS-NEIGHBORHOOD
\$ -	702	PARKS-COMMUNITY
\$ -	703	PARKS-OPEN SPACE
\$ -	707	PARKS-SPECIAL USE
\$ -	711	TRANSPORTATION
\$ -	720	SCHOOLS
\$ 2,300,466.68		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	<u>7/12/2015</u>	THROUGH	<u>7/18/2015</u>
FOR A/P CHECK NUMBERS	<u>362671</u>	THROUGH	<u>3663009</u>
FOR ELECTRONIC PAYMENTS	<u>                    </u>	THROUGH	<u>                    </u>

INCLUSIVE IN THE AMOUNT TOTALING

DATED

July 21, 2015

ADMINISTRATIVE SERVICES DIRECTOR

Janet Kirkemo

TOTAL APPROVED FOR PAYMENT  
FUND

\$ 1,096,984.08	001	GENERAL FUND
\$ -	002	SHOP FACILITIES
\$ 24,363.40	003	REVOLVING ACCOUNT FUND
\$ -	004	URBAN ARTERIAL FUND
\$ 1,622.99	025	WASHINGTON CENTER
\$ 8,568.54	026	MUNICIPAL ARTS FUND
\$ 1,561.56	029	EQUIP & FACIL REPLACE RES
\$ 2,178.08	107	HUD
\$ 206.80	108	HUD
\$ -	127	IMPACT FEES
\$ -	130	SEPA MITIGATION FUND
\$ 2,500.00	132	LODGING TAX FUND
\$ -	133	ARTS AND CONFERENCE FUND
\$ 19.78	134	PARKS AND REC SIDEWALK UT TAX
\$ 76.11	135	PARKING BUSINESS IMP AREA
\$ -	136	FARMERS MRKT REPAIR/REPLC
\$ -	137	CHILDREN'S HANDS ON MUSEUM
\$ -	138	TRANS BENEFIT DISTRICT
\$ -	208	LID OBLIGATION CONTROL
\$ -	216	4th/5th AVE PW TRST
\$ -	223	LTGO BOND FUND '06-PARKS
\$ -	224	UTGO BOND FUND 2009 FIRE
\$ -	225	CITY HALL DEBT FUND
\$ -	226	2010 LTGO BOND-STREETPROJ
\$ -	227	LOCAL DEBT FUND
\$ -	228	2010B LTGO BONDS-HOCM
\$ 109,121.93	317	CIP
\$ -	322	4/5th AVE CORRIDOR/BRIDGE
\$ -	323	CIP CONSTR FUND - PARKS
\$ -	324	FIRE STATION 4 CONSTRUCT
\$ -	325	CITY HALL CONST
\$ -	326	TRANSPORTATION CONST
\$ -	329	GO BOND PROJECT FUND
\$ -	331	FIRE EQUIPMENT REPLACEMENT FUND
\$ 16,769.24	401	WATER
\$ 4,340.17	402	SEWER
\$ 5,155.23	403	SOLID WASTE
\$ 2,927.83	404	STORM AND SURFACE WATER
\$ 23,980.05	434	STORM AND SURFACE WATER CIP
\$ 70,113.42	461	WATER CIP FUND
\$ 58,147.41	462	SEWER CIP FUND
\$ 67,328.15	501	EQUIPMENT RENTAL
\$ 15,341.16	502	C. R. EQUIPMENT RENTAL
\$ -	503	UNEMPLOYMENT COMPENSATION
\$ -	504	INS TRUST FUND
\$ 94,873.60	505	WORKERS COMPENSATION
\$ -	604	FIREMEN'S PENSION FUND
\$ -	605	CUSTOMERS WATER RESERVE
\$ -	614	LEOFF I MEDICAL LONG TERM CARE
\$ -	621	WASHINGTON CENTER ENDOW
\$ -	631	PUBLIC FACILITIES
\$ -	682	LAW ENFORCEMENT RECORD MGNTSYS
\$ -	701	PARKS-NEIGHBORHOOD
\$ -	702	PARKS-COMMUNITY
\$ -	703	PARKS-OPEN SPACE
\$ -	707	PARKS-SPECIAL USE
\$ -	711	TRANSPORTATION
\$ 33,614.19	720	SCHOOLS
\$ 1,639,793.72		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,

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FOR PERIOD 7/19/2015 THROUGH 7/25/2015  
 FOR AVP CHECK NUMBERS 3663010 THROUGH 3663252  
 FOR ELECTRONIC PAYMENTS \_\_\_\_\_ THROUGH \_\_\_\_\_

INCLUSIVE IN THE AMOUNT TOTALING

DATED

7-28-2015

ADMINISTRATIVE SERVICES DIRECTOR

*Acting*

*Doreen Wolf*

TOTAL APPROVED FOR PAYMENT

FUND

\$ 238,558.74	001	GENERAL FUND
\$ -	002	SHOP FACILITIES
\$ 1,211.36	003	REVOLVING ACCOUNT FUND
\$ -	004	URBAN ARTERIAL FUND
\$ -	025	WASHINGTON CENTER
\$ 40.07	026	MUNICIPAL ARTS FUND
\$ 12,915.00	029	EQUIP & FACIL REPLACE RES
\$ -	107	HUD
\$ -	108	HUD
\$ -	127	IMPACT FEES
\$ -	130	SEPA MITIGATION FUND
\$ 17,533.42	132	LODGING TAX FUND
\$ -	133	ARTS AND CONFERENCE FUND
\$ -	134	PARKS AND REC SIDEWALK UT TAX
\$ 199.99	135	PARKING BUSINESS IMP AREA
\$ -	136	FARMERS MRKT REPAIR/REPLC
\$ -	137	CHILDREN'S HANDS ON MUSEUM
\$ -	138	TRANS BENEFIT DISTRICT
\$ -	208	LID OBLIGATION CONTROL
\$ -	216	4th/5th AVE PW TRST
\$ -	223	LTGO BOND FUND '06-PARKS
\$ -	224	UTGO BOND FUND 2009 FIRE
\$ -	225	CITY HALL DEBT FUND
\$ -	226	2010 LTGO BOND-STREETPROJ
\$ -	227	LOCAL DEBT FUND
\$ -	228	2010B LTGO BONDS-HOCM
\$ 157,629.09	317	CIP
\$ -	322	4/5th AVE CORRIDOR/BRIDGE
\$ -	323	CIP CONSTR FUND - PARKS
\$ -	324	FIRE STATION 4 CONSTRUCT
\$ -	325	CITY HALL CONST
\$ -	326	TRANSPORTATION CONST
\$ -	329	GO BOND PROJECT FUND
\$ -	331	FIRE EQUIPMENT REPLACEMENT FUND
\$ 12,368.98	401	WATER
\$ 11,822.06	402	SEWER
\$ 315,472.44	403	SOLID WASTE
\$ 10,189.93	404	STORM AND SURFACE WATER
\$ 19,633.58	434	STORM AND SURFACE WATER CIP
\$ 3,555.11	461	WATER CIP FUND
\$ 127.63	462	SEWER CIP FUND
\$ 25,429.67	501	EQUIPMENT RENTAL
\$ -	502	C. R. EQUIPMENT RENTAL
\$ -	503	UNEMPLOYMENT COMPENSATION
\$ -	504	INS TRUST FUND
\$ -	505	WORKERS COMPENSATION
\$ -	604	FIREMEN'S PENSION FUND
\$ -	605	CUSTOMERS WATER RESERVE
\$ -	614	LEOFF I MEDICAL LONG TERM CARE
\$ -	621	WASHINGTON CENTER ENDOW
\$ -	631	PUBLIC FACILITIES
\$ -	682	LAW ENFORCEMENT RECORD MGNTSYS
\$ -	701	PARKS-NEIGHBORHOOD
\$ -	702	PARKS-COMMUNITY
\$ -	703	PARKS-OPEN SPACE
\$ -	707	PARKS-SPECIAL USE
\$ -	711	TRANSPORTATION
\$ -	720	SCHOOLS
\$ 826,687.07		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,

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FOR PERIOD 7/26/2015 THROUGH 8/1/2015  
 FOR A/P CHECK NUMBERS 3663253 THROUGH 3663567  
 FOR ELECTRONIC PAYMENTS \_\_\_\_\_ THROUGH \_\_\_\_\_

INCLUSIVE IN THE AMOUNT TOTALING

DATED

ADMINISTRATIVE SERVICES DIRECTOR

*August 4, 2015*

*Jane Kirkemo*

TOTAL APPROVED FOR PAYMENT

FUND		
\$ 639,526.46	001	GENERAL FUND
\$ -	002	SHOP FACILITIES
\$ 30,879.94	003	REVOLVING ACCOUNT FUND
\$ -	004	URBAN ARTERIAL FUND
\$ -	025	WASHINGTON CENTER
\$ 2,945.09	026	MUNICIPAL ARTS FUND
\$ 3,161.05	029	EQUIP & FACIL REPLACE RES
\$ 90.00	107	HUD
\$ 708.02	108	HUD
\$ -	127	IMPACT FEES
\$ -	130	SEPA MITIGATION FUND
\$ -	132	LODGING TAX FUND
\$ -	133	ARTS AND CONFERENCE FUND
\$ 98.11	134	PARKS AND REC SIDEWALK UT TAX
\$ -	135	PARKING BUSINESS IMP AREA
\$ -	136	FARMERS MRKT REPAIR/REPLC
\$ -	137	CHILDREN'S HANDS ON MUSEUM
\$ -	138	TRANS BENEFIT DISTRICT
\$ -	208	LID OBLIGATION CONTROL
\$ -	216	4th/5th AVE PW TRST
\$ -	223	LTGO BOND FUND '08-PARKS
\$ -	224	UTGO BOND FUND 2009 FIRE
\$ -	225	CITY HALL DEBT FUND
\$ -	226	2010 LTGO BOND-STREETPROJ
\$ -	227	LOCAL DEBT FUND
\$ -	228	2010B LTGO BONDS-HOCM
\$ 58,273.57	317	CIP
\$ -	322	4/5th AVE CORRIDOR/BRIDGE
\$ -	323	CIP CONSTR FUND - PARKS
\$ -	324	FIRE STATION 4 CONSTRUCT
\$ -	325	CITY HALL CONST
\$ -	326	TRANSPORTATION CONST
\$ -	329	GO BOND PROJECT FUND
\$ -	331	FIRE EQUIPMENT REPLACEMENT FUND
\$ 94,646.73	401	WATER
\$ 26,790.05	402	SEWER
\$ 2,306.76	403	SOLID WASTE
\$ 4,860.07	404	STORM AND SURFACE WATER
\$ 21,698.97	434	STORM AND SURFACE WATER CIP
\$ 608.91	461	WATER CIP FUND
\$ -	462	SEWER CIP FUND
\$ 11,570.36	501	EQUIPMENT RENTAL
\$ 28,539.48	502	C. R. EQUIPMENT RENTAL
\$ 14,430.46	503	UNEMPLOYMENT COMPENSATION
\$ -	504	INS TRUST FUND
\$ 30,733.32	505	WORKERS COMPENSATION
\$ -	604	FIREMEN'S PENSION FUND
\$ -	605	CUSTOMERS WATER RESERVE
\$ 2,402.31	614	LEOFF I MEDICAL LONG TERM CARE
\$ -	621	WASHINGTON CENTER ENDOW
\$ -	631	PUBLIC FACILITIES
\$ 11,078.70	682	LAW ENFORCEMENT RECORD MGNTSYS
\$ -	701	PARKS-NEIGHBORHOOD
\$ -	702	PARKS-COMMUNITY
\$ -	703	PARKS-OPEN SPACE
\$ -	707	PARKS-SPECIAL USE
\$ -	711	TRANSPORTATION
\$ -	720	SCHOOLS
\$ 985,348.36		GRAND TOTAL FOR WEEK

**CITY OF OLYMPIA  
PAYROLL CERTIFICATION**

The Administrative Services Director of the City of Olympia, Washington, hereby certifies that the payroll gross earnings, benefits, and LEOFF I post-retirement insurance benefits for the pay cycle ending **7/15/2015** have been examined and are approved as recommended for payment.

Employees Net Pay:	<u>\$ 1,285,889.05</u>
Fire Pension Net Pay:	<u>-</u>
Employer Share of Benefits:	<u>\$ 685,757.62</u>
Employer Share of LEOFF I Police Post-Retirement Benefits:	<u>-</u>
Employer Share of LEOFF I Fire Post-Retirement Benefits:	<u>-</u>
<b>TOTAL</b>	<u><u>\$ 1,971,646.67</u></u>

Paid by:

Payroll Check Numbers	<u>87965</u>	<u>87965</u>	Manual Checks
And	<u>                    </u>	<u>                    </u>	Fire Pension Checks
And	<u>                    </u>	<u>                    </u>	Manual Checks
And	<u>87966</u>	<u>88008</u>	Semi Payroll Checks

and Direct Deposit transmission.

July 14, 2015  
DATE

*Janet Kikeno*  
ADMINISTRATIVE SERVICES DIRECTOR

**CITY OF OLYMPIA  
PAYROLL CERTIFICATION**

The Administrative Services Director of the City of Olympia, Washington, hereby certifies that the payroll gross earnings, benefits, and LEOFF I post-retirement insurance benefits for the pay cycle ending **7/31/2015** have been examined and are approved as recommended for payment.

Employees Net Pay:	<u>\$ 1,302,220.86</u>
Fire Pension Net Pay:	<u>\$ 24,059.00</u>
Employer Share of Benefits:	<u>\$ 683,691.33</u>
Employer Share of LEOFF I Police Post-Retirement Benefits:	<u>\$ 27,324.12</u>
Employer Share of LEOFF I Fire Post-Retirement Benefits:	<u>\$ 22,410.58</u>
<b>TOTAL</b>	<u><u>\$ 2,059,705.89</u></u>

Paid by:

Payroll Check Numbers	<u>88009</u>	<u>88011</u>	Manual Checks
And	<u>88012</u>	<u>88016</u>	Fire Pension Checks
And	<u>88017</u>	<u>88017</u>	Manual Checks
And	<u>88018</u>	<u>88057</u>	Semi Payroll Checks

and Direct Deposit transmission.

August 3, 2015  
DATE

  
ADMINISTRATIVE SERVICES DIRECTOR





## City Council

### Approval of Bid Award for the 2015 Priority Storm and Sewer Repairs Project

**Agenda Date:** 8/11/2015  
**Agenda Item Number:** 4.E  
**File Number:** 15-0737

---

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

---

#### **Title**

Approval of Bid Award for the 2015 Priority Storm and Sewer Repairs Project

#### **Recommended Action**

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

Not referred to a committee.

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

Move to award the construction contract for the 2015 Priority Storm and Sewer Repairs project to the lowest responsive, responsible bidder, Michels Corporation, in the amount of \$354,000.39 and authorize the City Manager to execute all documents necessary to proceed.

#### **Report**

##### **Issue:**

Whether to approve staff's recommendation to award the 2015 Priority Storm and Sewer Repairs project to Michels Corporation, as the lowest responsive, responsible bidder.

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

Jim Rioux, Project Manager, Public Works Engineering, 360.753.8484

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

None - Consent Calendar item

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

Public Works Water Resources has an ongoing program to identify sewer and storm pipes that need repair. The repair work is part of an annual project to fix problems before pipes need extensive and costly replacement. Repair work consists of lining the pipe using Cured-In-Place Pipe (CIPP) technology. We will repair about 6,415 feet of sewer pipes and 850 feet of stormwater pipes. Construction will occur in 22 locations throughout the City.

Construction will begin in early September and be finished by the end of November.

The City received three (3) bids. The bid proposal from the lowest bidder, Michels Corporation, meets all bidder responsibility criteria. Their bid of \$354,000.39 is 14.6% below the engineer's estimate of

\$414,581.31(See Attachment - Bid Tabulation).

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

- Using the CIPP method for repairing pipes, significantly reduces disruptions to the neighborhood. This method allows the contractor to repair pipes without digging open trenches.
- Streets will remain open during construction.
- For short periods, one lane may close to complete portions of work. During these periods, flaggers will direct traffic through the work zone.
- We will use post cards, Twitter, and the City’s Construction News webpage (see hyperlink) to provide information about the project, schedule, and any impacts to traffic.

**Options:**

1. Award the contract for the 2015 Priority Storm and Sewer Repairs project to the lowest responsive, responsible bidder, Michels Corporation, in the amount of \$354,000.39, and authorize the City Manager to execute all documents necessary to proceed.
  - Project proceeds as planned.
  - City delivers on its commitment to construct the project this year.
2. Reject all bids and direct staff to rebid the project.
  - The time needed to rebid will delay construction until 2016.
  - There is a greater potential for increased costs due to re-bidding.
  - Rejecting bids will delay necessary repairs.

**Financial Impact:**

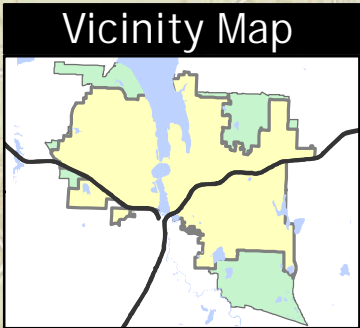
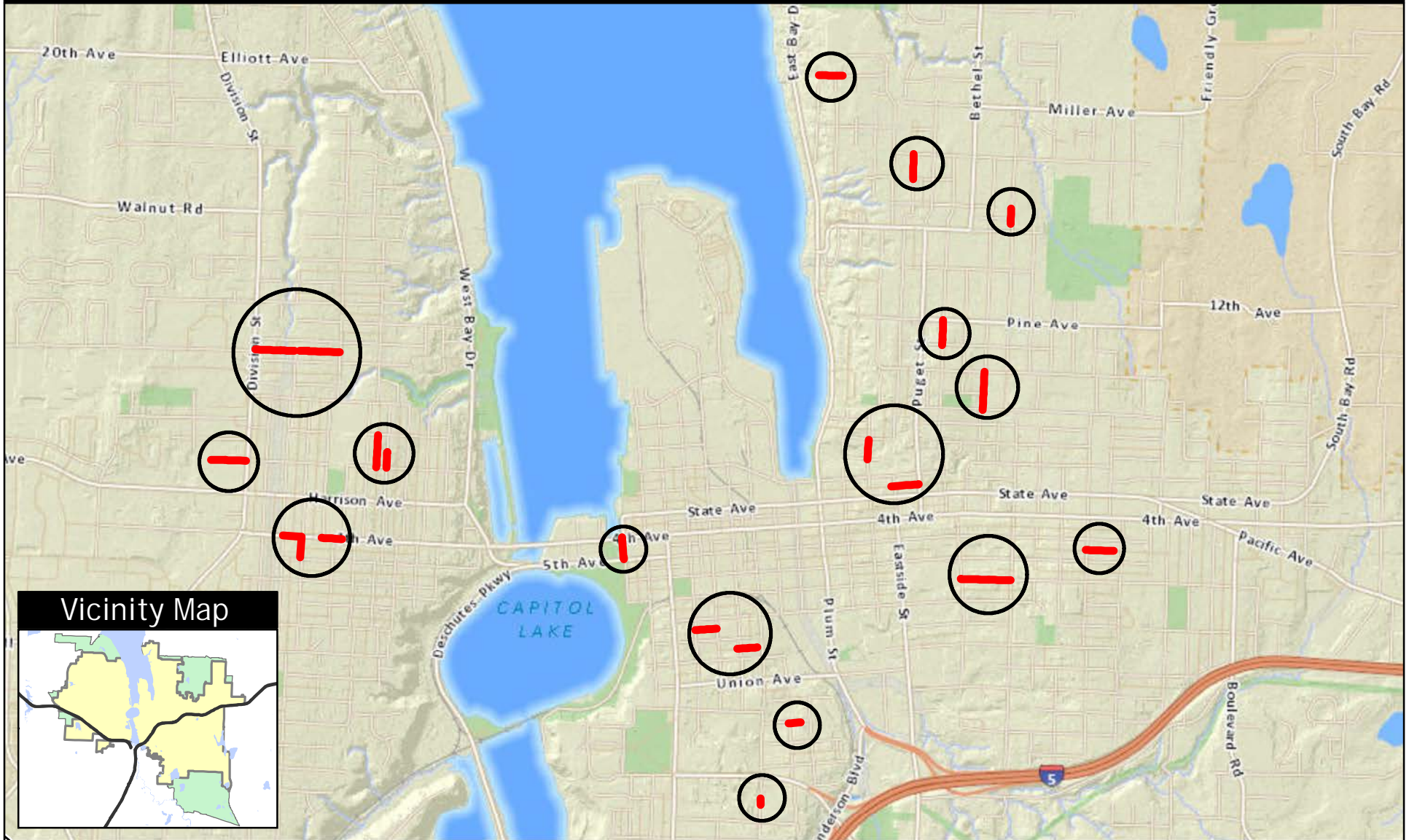
The 2015 Priority Storm and Sewer Repairs project is funded through the Wastewater Utility and the Storm and Surface Water Utility. There are sufficient funds to complete this project, as outlined below.

Project Costs:

Total Low Bid:	\$ 354,000.39
Contingency to Award (10%):	\$ 35,400.00
Engineering	\$ 133,600.00

<b>TOTAL PROJECT COSTS:</b>	<b>\$ 523,000.39</b>
<b>Total Available Budget:</b>	<b>\$ 659,000.00</b>

# 2015 PRIORITY STORM AND SEWER REPAIRS



0 1,000 2,000  
 Feet

7/27/2015  
 Jim Rioux, Project Manager  
 360.753.8484  
 jrioux@ci.olympia.wa.us

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



**BID TABULATIONS SUMMARY**

Project Name: **2015 Priority Storm and Sewer Repairs**

Project No. : **14480 / 1449Q**

Bid Opening Date: **7/28/2015**

		<u>BID #1</u> Michels Corporation 1715 16th St SE Salem, OR 97302	<u>BID #2</u> Columbia Pumping & Construction, Inc. 1005 S Maitland Ave Pasco, WA 99301	<u>BID #3</u> Insituform Technologies, LLC 17988 Edison Avenue Chesterfield MO 63005
	OPINION OF PROBABLE CONSTRUCTION COSTS			
Schedule A - Project No. 1449Q - Sanitary Sewer	\$ 362,275.71	\$ 300,931.01	\$ 344,853.68	\$ 351,951.57
Schedule B - Project No. 14480 - Storm Sewer	\$ 52,305.60	\$ 53,069.38	\$ 49,470.27	\$ 71,051.30
<b><u>GRAND TOTAL SCHEDULES A &amp; B</u></b>	<b>\$ 414,581.31</b>	<b>\$ 354,000.39</b>	<b>\$ 394,323.95</b>	<b>\$ 423,002.87</b>
<b><u>INCLUDING TAX</u></b>				

The bid results are for Contractors information only. These results will undergo further review by City of Olympia in determination of award to the lowest responsive and responsible bidder.



**BID TABULATIONS**

Project Name: 2015 Priority Storm and Sewer Repairs  
 Project No. : 14480 / 1449Q  
 Bid Opening Date: 7/28/2015

**SCHEDULE A  
 OPINION OF PROBABLE  
 CONSTRUCTION COSTS**

**BID #1**  
 Michels Corporation  
 1715 16th St SE  
 Salem, OR 97302

**BID #2**  
 Columbia Pumping & Construction, Inc.  
 1005 S Maitland Ave  
 Pasco, WA 99301

**BID #3**  
 Insituform Technologies, LLC  
 17988 Edison Avenue  
 Chesterfield MO 63005

**1449Q - SANITARY SEWER**

Item Number	Schedule Item	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
A1	104-000	Minor Change	EST	1	15000	15000	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
A2	107-000	SPCC Plan	LS	1	500	500	\$ 526.00	\$ 526.00	\$ 1,000.00	\$ 1,000.00	\$ 526.30	\$ 526.30
A3	109-000	Mobilization	LS	1	12000	12000	\$ 8,811.00	\$ 8,811.00	\$ 4,000.00	\$ 4,000.00	\$ 2,500.00	\$ 2,500.00
A4	110-000	Project Temporary Traffic Control	LS	1	17000	17000	\$ 7,840.00	\$ 7,840.00	\$ 11,000.00	\$ 11,000.00	\$ 5,789.50	\$ 5,789.50
A5	110-005	Flaggers and Spotters	HR	350	45	15750	\$ 63.25	\$ 22,137.50	\$ 57.20	\$ 20,020.00	\$ 44.00	\$ 15,400.00
A6	708-020	Television Inspection	LF	6364	3.5	22274	\$ 4.00	\$ 25,456.00	\$ 1.10	\$ 7,000.40	\$ 1.90	\$ 12,091.60
A7	708-040	Temporary Bypass Pumping	LS	1	23000	23000	\$ 4,207.00	\$ 4,207.00	\$ 9,350.00	\$ 9,350.00	\$ 975.20	\$ 975.20
A8	722-006	CIPP 6 In. Diam. Sewer Pipe	LF	3228	30	96840	\$ 28.00	\$ 90,384.00	\$ 35.50	\$ 114,594.00	\$ 37.80	\$ 122,018.40
A9	722-008	CIPP 8 In. Diam. Sewer Pipe	LF	2761	30	82830	\$ 22.50	\$ 62,122.50	\$ 32.20	\$ 88,904.20	\$ 28.20	\$ 77,860.20
A10	722-010	CIPP 10 In. Diam. Sewer Pipe	LF	93	40	3720	\$ 72.00	\$ 6,696.00	\$ 33.30	\$ 3,096.90	\$ 95.20	\$ 8,853.60
A11	722-015	CIPP 15 In. Diam. Sewer Pipe	LF	282	55	15510	\$ 47.00	\$ 13,254.00	\$ 60.80	\$ 17,145.60	\$ 82.70	\$ 23,321.40
A12	722-100	Internal Reinstatement of Sewer Lateral	EA	167	150	25050	\$ 101.00	\$ 16,867.00	\$ 137.50	\$ 22,962.50	\$ 225.60	\$ 37,675.20
A13	722-135	Cutting Intruding Lateral	EA	7	500	3500	\$ 470.00	\$ 3,290.00	\$ 412.50	\$ 2,887.50	\$ 210.50	\$ 1,473.50
<b>SUB-TOTAL</b>						\$ 332,974.00		\$ 276,591.00		\$ 316,961.10		\$ 323,484.90
<b>Tax @ 8.8%</b>						\$ 29,301.71		\$ 24,340.01		\$ 27,892.58		\$ 28,466.67
<b>TOTAL BID</b>						\$ 362,275.71		\$ 300,931.01		\$ 344,853.68		\$ 351,951.57

These bid results are for Contractors information only. These results will undergo further review by the City of Olympia in determination of award to the lowest responsive and responsible bidder.



**BID TABULATIONS**

Project Name: 2015 Priority Storm and Sewer Repairs

Project No. : 14480/1449Q

Bid Opening Date: 7/28/2015

**SCHEDULE B  
OPINION OF PROBABLE  
CONSTRUCTION COSTS**

**BID #1**  
Michels Corporation  
1715 16th St SE  
Salem, OR 97302

**BID #2**  
Columbia Pumping & Construction, Inc.  
1005 S Maitland Ave  
Pasco, WA 99301

**BID #3**  
Insituform Technologies, LLC  
17988 Edison Avenue  
Chesterfield MO 63005

**14480 - STORM SEWER**

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
B1	104-000	Minor Change	EST	1	\$ 3,000.00	\$ 3,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
B2	107-000	SPCC Plan	LS	1	\$ 200.00	\$ 200.00	\$ 263.00	\$ 263.00	\$ 500.00	\$ 500.00	\$ 526.30
B3	109-000	Mobilization	LS	1	\$ 3,000.00	\$ 3,000.00	\$ 7,578.00	\$ 7,578.00	\$ 3,000.00	\$ 3,000.00	\$ 2,500.00
B4	110-000	Project Temporary Traffic Control	LS	1	\$ 1,500.00	\$ 1,500.00	\$ 1,570.00	\$ 1,570.00	\$ 1,500.00	\$ 1,500.00	\$ 3,684.20
B5	110-005	Flaggers and Spotters	HR	50	\$ 45.00	\$ 2,250.00	\$ 63.00	\$ 3,150.00	\$ 57.20	\$ 2,860.00	\$ 44.00
B6	708-020	Television Inspection	LF	850	\$ 3.50	\$ 2,975.00	\$ 3.00	\$ 2,550.00	\$ 1.10	\$ 935.00	\$ 2.00
B7	708-040	Temporary Bypass Pumping	LS	1	\$ 3,500.00	\$ 3,500.00	\$ 326.00	\$ 326.00	\$ 2,500.00	\$ 2,500.00	\$ 1,500.00
B8	722-008	CIPP 8 In. Diam. Sewer Pipe	LF	585	\$ 30.00	\$ 17,550.00	\$ 26.00	\$ 15,210.00	\$ 32.20	\$ 18,837.00	\$ 49.10
B9	722-010	CIPP 10 In. Diam. Sewer Pipe	LF	265	\$ 40.00	\$ 10,600.00	\$ 42.00	\$ 11,130.00	\$ 33.30	\$ 8,824.50	\$ 67.50
B10	722-100	Internal Reinstatement of Sewer Lateral	EA	5	\$ 500.00	\$ 2,500.00	\$ 212.00	\$ 1,060.00	\$ 137.50	\$ 687.50	\$ 232.40
B11	722-135	Cutting Intruding Lateral	EA	2	\$ 500.00	\$ 1,000.00	\$ 470.00	\$ 940.00	\$ 412.50	\$ 825.00	\$ 210.50
				<b>SUB-TOTAL</b>		\$ 48,075.00		\$ 48,777.00		\$ 45,469.00	
				<i>8.8 % Sales Tax</i>		\$ 4,230.60		\$ 4,292.38		\$ 4,001.27	
				<b>TOTAL BID</b>		<b>\$ 52,305.60</b>		<b>\$ 53,069.38</b>		<b>\$ 49,470.27</b>	

The bid results are for Contractors information only. These results will undergo further review by City of Olympia in determination of award to the lowest responsive and responsible bidder.

Home > News & FAQ's > Construction News

# Construction in Olympia

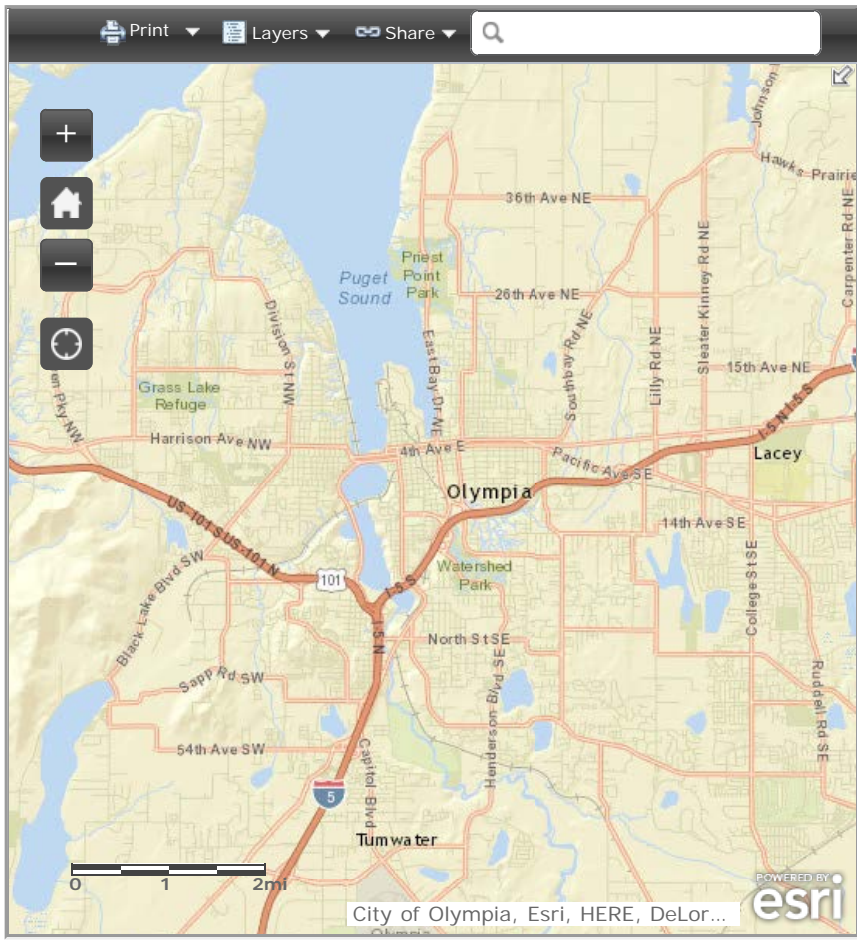
### Featured Links

- [Building Permits & Land Use Review](#)
- [Engineering Design & Development Standards \(EDDS\)](#)
- [2015 Major Construction Projects Brochure](#)

### Navigation

- [Disasters and Emergency Information](#)
- [Frequently Asked Questions](#)
- [Newsletters & Reports](#)
- [News Releases](#)
- [Parks & Pathways Project](#)
- [Public Meetings](#)

feedback



### Map Key

#### City Construction Projects

- ◆ Scheduled
- ◆ Active
- ◆ Recently Completed

#### Private Construction Projects

- Under Review
- Permits Issued
- Active

### About using this map

This map shows both City managed and major private construction projects. Click the mapped points for project details including timeframe, impacts, contact information and more.

You may filter the projects you see with the Layers tab at the top of the map.

### \* Important \*

The points on this map represent general locations only. Project details may change at any time and may not be reflected on the map. Some information may not be available for private projects. Contact the Project Manager or listed department for specific details and the most up-to-date information.

### Featured Projects

**Oly Projects**  
ROAD CLOSURES  
PROJECT UPDATES  
& MORE ON TWITTER

**RFP & RFQ**  
ARE YOU INTERESTED  
IN BEING CONSIDERED  
FOR A PROJECT?

**Contractors**  
LEARN ABOUT THE  
CITY'S SMALL WORKS  
& CONSULTANT ROSTER

**City Calendar**

- 08/07** - 09:30 a.m.  
[Volunteer Work Party](#)
- 08/08** - 10:00 a.m.  
[Yauger Park Pump Track Grand Opening](#)
- 08/09** - 10:00 a.m.  
[Volunteer Work Party](#)
- 08/10** - 11:30 a.m.  
[Marine Creature Mondays](#)
- 08/10** - 3:00 p.m.  
[Hearing Examiner Liberated Fuel](#)

→ [View full calendar...](#)

**City Updates**

**GROW OLYMPIA FUND.** Have a small business in Olympia? The Grow Olympia Fund offers flexible long-term, low-interest loans to help small businesses grow and improve. [More...](#)

**BURN BAN.** A county-wide outdoor burn ban is in effect for all of Thurston County, including Olympia. Please help firefighters keep our communities safe by obeying the ban. Learn more about the burn ban in Thurston and nearby counties on the Olympic Region Clean Air Agency [website](#).

**OLYMPIA MUNICIPAL CODE.** Quick link to codes and standards including [Olympia Municipal Code](#).

**MEETINGS.** [Agenda and Minutes](#) for City Council and most advisory committees.

### Annual Pavement Preservation Program

Every summer, select roads in Olympia are resurfaced using a process known as chip sealing. Chip sealing prolongs the life of the road and creates a safer wet and winter driving surface. Find more information and this year's schedule on our [Pavement Preservation page](#).

### Log Cabin Reservoir

The City is constructing a new standpipe water tank (reservoir) that will provide water storage for fire protection and during emergencies or power outages. The water tank will provide adequate storage for the next 25 years. [Learn more...](#)

### Downtown Alley Lighting

This summer, the Downtown Alley Lighting Project will add lighting to seven sites in downtown Olympia this summer. This project will include the installation of new LED lighting fixtures as well as the conversion of some existing lighting fixtures to LED. [Learn more...](#)

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## Recent Building Permit Activity

Community Planning & Development publishes weekly reports (on Fridays) that contain all permit activity for the previous four weeks. Please note that permit issuance does not guarantee that construction will occur.

- [Permit Applications Received](#)
- [Building Permits Issued](#)

[back to top...](#)

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City of Olympia, Washington  
PO Box 1967  
Olympia, WA 98507-1967

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[Support](#) [Privacy](#) [Sitemap](#)







## City Council

### Approval of Sublease with Family Support Center for Preschool Program

**Agenda Date:** 8/11/2015  
**Agenda Item Number:** 4.F  
**File Number:** 15-0741

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

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#### **Title**

Approval of Sublease with Family Support Center for Preschool Program

#### **Recommended Action**

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

Not referred to a committee.

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

Move to approve and authorize City Manager to sign sublease with the Family Support Center for Parks, Arts and Recreation to use facilities for preschool programs.

#### **Report**

##### **Issue:**

The Family Support Center and Olympia Parks, Arts and Recreation Department desire to add use to an underutilized room in the Family Support Center facility. The Family Support Center currently has a lease with the City for this city-owned building located adjacent to The Olympia Center. A sublease back to the City is the staff-preferred method to allow this to happen.

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

Veronica Gemmell, Recreation Supervisor, Parks, Arts and Recreation; 360-753-8063.

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

None - Consent Calendar Item

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

The Family Support Center and Olympia Parks, Arts and Recreation are interested in more effectively using preschool space located in the Family Support Center building. This space has been underutilized for a few years. It is a larger space better suited for a preschool program than the current City programs have access to at The Olympia Center. This space provides for more flexibility as well as expansion as demand increases. The facility is already set up and furnished for a preschool program to include bathrooms in the preschool room and adjoining indoor and outdoor activity spaces. The Family Support Center has been looking for a partner to program this space as well as expose more families in our community to their services. The facility is adjacent to The Olympia Center which makes for a convenient partnership.

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

None

**Options:**

The Council may choose to send the attached sublease back for further refinement. This option delays implementation of the new programming until at least winter quarter of 2016.

**Financial Impact:**

No direct impacts on the operating budget. The City is now providing supplies for this program that otherwise would be used in The Olympia Center. The sublease provides The Family Support Center with credit in rental of parks facilities of up to \$500 per year.



## LEASE AGREEMENT

This Lease Agreement ("Lease") is made and effective as if the date of the last authorizing signature affixed hereto, by and between **The Family Support Center of South** ("Landlord") a 501c3 nonprofit organization with the mission/purpose of "Working Together to Strengthen all Families" and **the City of Olympia**, a municipal corporation.

Landlord is the manager of land and improvements commonly known and numbered as **108 State Avenue Olympia, WA 98501** and **201 Capital Way North, Olympia WA 98501** and legally described as follows (the "Premises"): **The Family Support Center of South Sound**. A sketch of the premises subject to this lease is attached as *Exhibit A*. The **City of Olympia** is the legal owner of said land and improvements. All terms of this lease are subject to the "*Lease Agreement for Old Olympia City Hall*" ("**Original Lease Agreement**") between the **City of Olympia** and the **Family Support Center** attached as *Exhibit B*.

Landlord makes available for lease a portion of the Premises (the "Leased Premises").

Landlord desires to lease the Leased Premises to Tenant, and Tenant desires to lease the Leased Premises from Landlord for the term, at the rental and upon the covenants, conditions and provisions herein set forth.

THEREFORE, in consideration of the mutual promises herein, contained and other good and valuable consideration, it is agreed:

### 1. Term.

Landlord hereby leases the Leased Premises to Tenant, and Tenant hereby leases the same from Landlord, for an "Initial Term" beginning August 1, 2015 and ending August 31, 2016. This term may be renewable upon mutual agreement of both parties after the end of the initial lease term and subject to changes in lease terms. The landlord may terminate the lease for *cause* (see "definitions") with twenty (20) days written notice.

## 2. Consideration in Lieu of **Rental Fees.**

A. Tenant shall provide to Landlord during the Initial Term a credit of up to \$500 to use toward rental of space for meetings or events in the Olympia Center, Harbor House or Park Shelters based on the then-current hourly rental fee for each facility, subject to space availability. If any portion of the \$500 is unused at the end of the term, there shall be no credit carryover. In addition, Tenant shall provide its own preschool related supplies for Tenant preschool programs, as well as paper towels and toilet paper for the preschool room and attached bathroom used by Tenant. This exchange is based on 1,466 square footage occupancy of leased premises including the preschool room and indoor gym and 33% common space allocation which includes access to areas such as kitchen, laundry room, bathrooms, egresses, hallways, outdoor play areas, and designated shared meeting rooms. Tenant shall have fair and equal access to all common areas. Conference rooms may be reserved by Tenant on a first come, first serve basis for business related meetings/activities.

B. Tenant has use of existing preschool room furniture, equipment and supplies. Landlord is responsible for providing regular janitorial service and maintaining janitorial supplies, except where specifically provided otherwise in this Agreement. Tenant is responsible for maintaining the interior professional appearance of the Leased Premise and will at all times, maintain a clean, neat, sanitary, and safe environment. The Tenant will maintain the safety and security of all office furniture and equipment.

C. All additions of electrical appliances/equipment must be approved in writing by the Landlord prior to installation.

D. This tenancy is based on use as outlined in this lease. Any significant changes in use, such as expansion of hours of occupancy, numbers of occupants, or significant equipment additions that generate increased utility usage, may be subject to additional fees. Tenant will provide Landlord with thirty (30) days written notice of any changes in use and Landlord will provide tenant with thirty (30) days written notice of any change in fees related to changes in use and will provide justification for any increase in fees. If the lease is not renewed at the end of the term, the lease term will automatically be converted to a month to month lease. Landlord and/or Tenant shall give 30 days notice of intention to terminate a month to month lease.

E. Security Deposit. Tenant shall not pay a security deposit. Tenant shall not pay a damage despot.

F. Keys. Two (2) keys will be issued to Tenant and will be returned at end of Lease Term or upon Termination of Lease. The keys are not to be duplicated. In the event that keys are lost during the term of this Lease, the Tenant agrees to pay reasonable costs of rekeying the locks to the Leased premises.

Keys received  *Tenant initial* \_\_\_\_\_ *Date*                      Keys returned  *Landlord initial* \_\_\_\_\_ *Date*

### 3. Use

A. Use of space is for City of Olympia Parks, Arts, & Recreation Preschool Program during the hours of 9:00 a.m. and 12:30 p.m. on Monday through Thursday of each week between September of 2015 and June of 2016 and those same hours on Monday through Friday of each week between June 20, 2016 and August 26, 2016. Tenant anticipates serving 8-12 clients per day (day/month/year).

Landlord shall have access to leased premises and may use space or allow others to use space for other purposes that benefit families/children during periods space is not in use by Tenant.

B. Hours of use are restricted to 9:00 a.m. to 12:30 a.m. on the weekdays noted above, but may be altered by mutual written consent between Landlord and Tenant. Any other use of the Premises at any other time or for any other purposes must be scheduled with the Landlord.

C. Tenant shall be entitled to store property and goods needed for the operation of business. No storage is allowed in hallways or other areas that may violate ingress/egress or fire codes. Landlord shall not be liable for loss of, or damage to, such stored items.

D. To help prevent the infestation of rats or other pests, all food items shall be stored only in sealed containers or in the refrigerator.

E. Consumption or possession of alcohol or illegal drugs or smoking anywhere on or within 25 feet of property is strictly prohibited.

F. Notwithstanding the forgoing, Tenant shall not use the Leased Premises for the purposes of storing, manufacturing or selling any explosives, flammables or other inherently dangerous substance, chemical, thing or device.

#### **4. Sublease and Assignment.**

Tenant shall not sublease all or any part of the Leased Premises, or assign this Lease in whole or in part without Landlord's consent. The Landlord will schedule all repairs and maintenance unless otherwise authorized in writing.

#### **5. Repairs, Damage, and Destruction**

A. During the Lease term, Landlord and/or Legal Owner (City of Olympia) is responsible for major mechanical and electrical systems and the structure, subject to the obligations of the parties otherwise set forth in this Lease.

B. Tenant is financially responsible for any damage or destruction caused through the use of the Leased Premises by clients, staff, or volunteers. In the event of property damage, Tenant will notify Landlord within twenty-four (24) hours. Repairs should be made within a reasonable amount of time. Upon termination of lease or vacancy of leased premises, the Tenant shall return the space to original condition, including returning paint to original color (if changed), filling any holes in walls resulting from staples/nails/wall hangings, cleaning, and removing all tenant property/equipment. The Landlord will make repairs as they relate to reasonable use and wear. The Tenant will be held responsible for any damage caused by Tenant, which is beyond reasonable use and wear. Any repairs required to restore Leased Premises to original condition at time of Lease will be the financial responsibility of the Tenant.

C. If the Leased Premises or any other part of the Building is damaged by fire or other casualty resulting from any act or negligence of Tenant or any of Tenant's agents, employees or invitees, Tenant shall be responsible for the costs of repair not covered by insurance. If the Leased Premises or any other part of the Building is damaged by fire or other casualty resulting from any act or negligence of Landlord or any of Landlord's agents, employees or invitees, Landlord shall be responsible for the costs of repair not covered by insurance. If the Leased Premises or any other part of the Building affecting the Leased area is damaged by fire or other casualty resulting from Acts of Nature (i.e. natural disasters outside of human control such as floods, earthquakes, etc.), and if Leased Premises are partially or totally unusable, Landlord shall be responsible for the costs of repair not covered by insurance.

#### **6. Alterations and Improvements.**

Tenant shall not make any alterations or improvements to the leased premises without the advance written approval of the Landlord.

## **7. Insurance.**

A. Landlord shall maintain general property insurance on the Building and the Leased Premises in such amounts as Landlord shall deem appropriate. Tenant shall be responsible, at its expense, for fire and extended coverage insurance on all of its personal property, located in the Leased Premises.

B. Tenant and Landlord shall, each at its own expense, maintain a policy or policies of comprehensive general liability insurance and maintain professional liability insurance with respect to their respective activities on the Premises, with the premiums thereon paid fully on or before the due date. Such insurance shall afford minimum protection of not less than \$1,000,000.00 combined single limit coverage of bodily injury, property damage or combination thereof.

## **8. Utilities.**

Landlord shall pay all charges for water, sewer, gas, electricity, garbage, and internet during the term of this Lease unless otherwise expressly agreed in writing by Landlord. Tenant shall pay charges for independent telephone lines Tenant installs and any other services and utilities not covered by Landlord in this agreement used by Tenant on the Leased Premises. Tenant shall not use any equipment or devices that utilize excessive electrical energy or which may, in Landlord's reasonable opinion, overload the wiring or interfere with electrical services to other tenants. Installation of Technological Equipment/Hardware is subject to approval by the Landlord Information Technology (IT) designated Administrator prior to installation.

## **9. Signs.**

All permanent signs/symbols must be pre-approved by the Landlord in writing. Following Landlord's consent, Tenant shall have the right to place on the Leased Premises, at locations selected by Tenant, any signs which are permitted by applicable zoning ordinances and private restrictions. Landlord may refuse consent to any proposed signage that is in Landlord's opinion too large, deceptive, unattractive or otherwise inconsistent with or inappropriate to the Leased Premises or use of any other tenant. Landlord shall assist and cooperate with Tenant in obtaining any necessary permission from governmental authorities or adjoining owners and occupants for Tenant to place or construct the foregoing signs. Tenant shall repair all damage to the Leased Premises resulting from the removal of signs installed by Tenant.

#### **10. Entry.**

Landlord shall have the right to enter upon the Leased Premises at reasonable hours to inspect the same, provided Landlord shall not thereby unreasonably interfere with Tenant's business on the Leased Premises.

#### **11. Parking.**

Parking is not included in this lease. Parking spaces are available for lease from private companies or the City of Olympia or in public metered locations. Landlord is not responsible for parking violations made by Tenant or any of Tenants employees, clients, or volunteers.

#### **12. Building Rules.**

Tenant will comply with the rules of the Building adopted and altered by Landlord from time to time and will cause all of its agents, employees, invitees and visitors to do so; all changes to such rules will be sent by Landlord to Tenant in writing.

Tenant will participate in required building meetings including safety meetings as scheduled on regular basis. Tenant will report any workplace injuries or safety hazards in the building to the appropriate FSC official immediately and will participate in regular safety trainings as scheduled by the Landlord. Tenant and Landlord will each respectively comply with Washington State Labor and Industries Laws as required.

The Tenant agrees to work collaboratively with the Landlord, Family Support Center and other building Tenants to achieve an efficient, culturally relevant, client-centered delivery system which will empower families to obtain self-sufficiency, foster healthy child development, and reach their educational and vocational goals. The Tenant agrees to provide Landlord with program statistics needed for such purposes as annual reports and to pursue collaborative grant opportunities if both parties agree, upon request.

#### **13. Default.**

If default shall at any time be made by Tenant regarding the terms of consideration for use of such space, and such default shall continue for thirty (30) days after notice thereof in writing to Tenant by Landlord without correction thereof then having been commenced and thereafter diligently prosecuted, Landlord may declare the term of this Lease ended and terminated by giving Tenant written notice of such intention. 15.



**14. Notice.**

Any notice required or permitted under this Lease shall be deemed sufficiently given or served if sent by United States certified mail, return receipt requested, addressed as follows:

If to Landlord to:

**The Family Support Center of South Sound**  
Attn: Schelli Slaughter, Executive Director  
PO Box 784  
Olympia, WA 98507  
Business Phone: 360-754-9297 ext. 211  
Cell Phone 360-888-0928  
Email: Schellis@fscss.org  
Fax: 360-528-2004

If to Tenant to:

**City of Olympia Parks, Arts, & Recreation**  
Attn: Paul Simmons, Parks, Arts & Recreation Director  
222 Columbia Street NW  
Olympia, WA 98501

Landlord and Tenant shall each have the right from time to time to change the place notice is to be given under this paragraph by written notice thereof to the other party.

**15. Headings.**

The headings used in this Lease are for convenience of the parties only and shall not be considered in interpreting the meaning of any provision of this Lease.

**16. Compliance with Law.**

Tenant shall comply with all laws, orders, ordinances and other public requirements now or hereafter pertaining to Tenant's use of the Leased Premises. Landlord shall comply with all laws, orders, ordinances and other public requirements now or hereafter affecting the Leased Premises.

**17. Conflicts between this Agreement and Original Lease Agreement (Exhibit B).** The parties understand that the Original Lease Agreement is the controlling document between the parties and that anything expressed herein that is determined to be contrary to the terms of the Original Lease Agreement is considered ineffective and is, therefore, effectively stricken. If the purpose of this Agreement can be carried out without that stricken portion, the remainder of this Agreement shall continue in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Lease as of the date of the last authorizing signature affixed below.

**LANDLORD:**

THE FAMILY SUPPORT CENTER OF SOUTH SOUND, OLYMPIA, WA

X \_\_\_\_\_

Schelli Slaughter, Executive Director

Date

X \_\_\_\_\_

Sara Holt-Knox, Board Chair

Date

**TENANT:**

City of Olympia

X \_\_\_\_\_

City Manager

Date

APPROVED AS TO FORM

X *J. Harlsen* 2/1/2015

Assistant City Attorney

Date



## City Council

### Approval of Proposed Donation of a 3.19-Acre Parcel of Land for Use as Undeveloped Open Space

**Agenda Date:** 8/11/2015  
**Agenda Item Number:** 4.G  
**File Number:** 15-0758

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

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#### **Title**

Approval of Proposed Donation of a 3.19-Acre Parcel of Land for Use as Undeveloped Open Space

#### **Recommended Action**

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

At their meeting on February 5, 2015, the Parks and Recreation Advisory Committee (PRAC) voted unanimously to accept the proposed land donation of the former Zabel's Rhododendron Garden, if offered by Dr. Angela Bowen. The PRAC Letter of Recommendation to City Council is attached.

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

Move to approve the recommendation of PRAC that Council accept the parcel donation as undeveloped open space.

#### **Report**

##### **Issue:**

Determine whether to accept or reject the proposed land donation by Dr. Angela Bowen.

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

Dave Okerlund, Program & Planning Supervisor, Parks, Arts & Recreation Department (360) 570-5855.

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

None (Consent Calendar Item)

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

The proposed property donation is 3.19 acres in size, and is located at 1500 Springwood Drive, in northeast Olympia. The parcel is roughly square, is flat, and the vegetation consists of native trees and understory augmented by apple and oak trees for wildlife and 250 varieties of rhododendron. Other than chain-link perimeter fencing, the only site improvements consist of a meandering gravel pathway, a 10' x 10' wooden tool storage building and a simple irrigation system. The Thurston County Assessor has placed the current value of the property at \$161,750.

The Angela J. Bowen Conservancy Foundation purchased the property in 2007. Dr. Bowen's vision

was for the land to serve as a “wildlife and nature preserve that will be available in the future for botanical research and educational tours for children.” Dr. Bowen feels strongly about urban wildlife, and creating wildlife corridors in the city. She has requested that the City continue to “maintain the property as a natural lot and/or as a rhododendron garden consistent with its historical use.”

During the public process for the 2016 Park Plan, land acquisition, particularly open space and natural areas, was one of the most dominant themes. This parcel, if accepted by the City, will help meet this need.

The impact to the Department’s maintenance staff of accepting this donation as park open space will be minimal and would consist primarily of hazard tree removal, noxious weed control and potential transient encampment monitoring and enforcement if needed.

A title report for this property and has been reviewed by the City Attorney and the legal description for the parcel has been reviewed by the City Surveyor. The Quit Claim Deed was prepared by the City Attorney and has been reviewed and approved by the Attorney for the Angela J. Bowen Conservancy Foundation. The Quit Claim Deed for the property, executed by Dr. Bowen is attached.

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

This property has a history of bringing joy to the lives of many Olympians. The property was originally owned by Mr. & Mrs. Zabel. For 27 years, the Zabel’s opened this property, their backyard rhododendron garden, for public tours when the flowers were in bloom.

**Options:**

1. Recommend that Council accept the parcel donation as a undeveloped open space.
2. Recommend that Council reject the parcel donation as undeveloped open space.

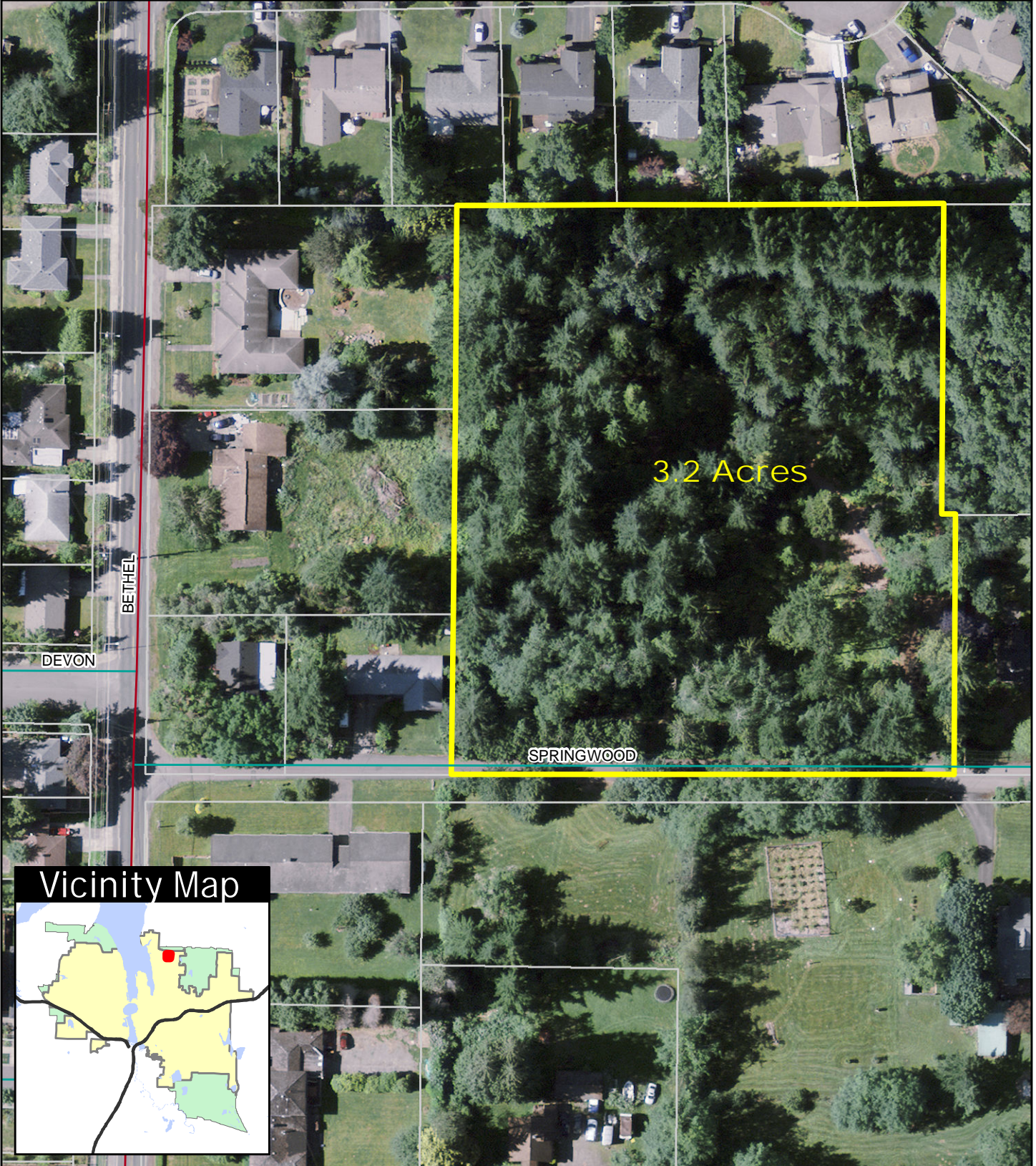
**Financial Impact:**

The operating budget could be impacted if removal of hazardous trees, noxious weeds or homeless encampments from this parcel is required in the future.

# Bowen Parcel (Formerly Zabels) ★

1500 Springwood NE

City of Olympia | Capital of Washington State



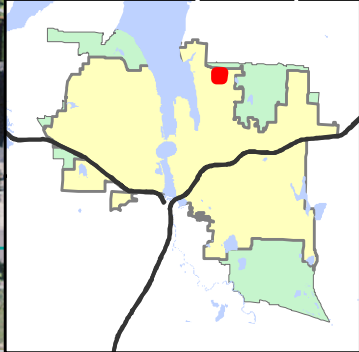
3.2 Acres

BETHEL

DEVON

SPRINGWOOD

## Vicinity Map



0 50 100 Feet 1 inch = 100 feet

Map printed 12/15/2014

For more information, please contact: Jonathon Turlove  
Olympia Parks, Arts and Recreation Department  
jturlove@ci.olympia.wa.us  
(360) 753.8068

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





# City of Olympia | Capital of Washington State

P.O. Box 1967, Olympia, WA 98507-1967

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July 31, 2015

Mayor Stephen Buxbaum  
Olympia City Council  
PO Box 1967  
Olympia, WA 98507-1967

Dear Mayor Buxbaum:

Dr. Angela Bowen has been considering a donation of one or two pieces of property that she owns to the City of Olympia for future use as city parks. The properties are located at 1500 Springwood Ave. (3.19 acres) and 3537 7<sup>th</sup> Avenue SW (2.94) acres.

The Parks and Recreation Advisory Committee (PRAC) considered each of these two potential property donations at its February 5, 2015 meeting. PRAC members reviewed fact sheets, aerial photographs, and site photos of each parcel. PRAC also reviewed a GIS-based map depicting areas of greatest park need in Olympia.

The advisory committee discussed the pros and cons of each property for park purposes. The committee learned that both pieces of property are found in areas currently under-served by existing parks and that both pieces of property are of a size and configuration that would accommodate park development. Development in both areas is expected to create an increasing demand for parkland in the future. There is no expectation that either of the two pieces of property would be developed into parks in the immediate future, but the properties would be held as open space.

PRAC voted on each property separately. In each instance the members voted unanimously to accept the donation, if offered. PRAC recommends the City of Olympia accept either or both donation(s) as park open space and "land-bank" the properties for potential future park development.

Sincerely,

Jim Nieland, Chair  
Parks and Recreation Advisory Committee

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

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**Document Title:** Quit Claim Deed  
**Grantor:** The Angela J. Bowen Conservancy Foundation  
**Grantee:** City of Olympia  
**Legal Description:** Ptn O'Bryant DLC #40  
**Assessor's Tax Parcel Number:** 09680067000

#### QUIT CLAIM DEED

**THE ANGELA J. BOWEN CONSERVANCY FOUNDATION**, a Washington Non-Profit Corporation, (**GRANTOR**) for and in consideration of the sum of TEN and No/100 (\$10.00) Dollars, and other valuable consideration, hereby conveys, releases and quit claims to the **CITY OF OLYMPIA**, a municipal corporation, (**GRANTEE**) the following described real estate (the Property) situated in the County of Thurston, State of Washington, legally described as follows:

That part of O'Bryant Donation Claim No. 40, Township 18 North, Range 2 West, W.M., described as follows: **BEGINNING** at a point on the North line of Springwood Avenue, 220.77 feet East of its intersection with the East line of North Bethel Street; running thence East along said North line of Springwood Avenue 347.23 feet; thence North 0°20'18" West 398.5 feet, West 347.91 feet and South 0°26'10" East 398.5 feet to the **POINT OF BEGINNING. TOGETHER WITH:** the West 15 feet of the following described property; That part of the O'Bryant Donation Claim No. 40, Township 18 North, Range 2 West, W.M., described as follows: **BEGINNING** at a point on the North line of Springwood Avenue South 89°24'40" East 568 feet from its intersection with the East line of North Bethel Street; running thence South 89°24'40" East along said North line of Springwood Avenue 105.11 feet, more or less, to the Southwest corner of tract conveyed to Floyd J. Kriegel and wife by deed dated May 3, 1950 and recorded under Auditor's File No. 475257; thence North 0°15'02" East 184.25 feet, North 89°24'40" West 105.11 feet, more or less, and South 0°15'02" West 184.25 feet to the **POINT OF BEGINNING.**

SUBJECT TO all easements, reservations and restrictions of record.

For one hundred (100) years, the Property shall remain in a vegetated state without structures, except a bathroom should the City so desire, and limited parking, and during that time the Property may be maintained as a natural lot and/or as a rhododendron garden consistent with its historical use. Grantor may sue in Thurston County Superior Court to enforce this limitation on the use of the land.

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

THE ANGELA J. BOWEN CONSERVANCY FOUNDATION  
GRANTOR:

Granted this 15 day of July, 2015.

Angela J. Bowen md  
Dr. Angela J. Bowen

President  
Title (e.g., President, Trustee, etc.)

STATE OF WASHINGTON )  
County of Thurston ) ss.

On this 15 day of July, 2015, before me personally appeared Dr. Angela J. Bowen, to me known to be the President of the Angela J. Bowen Conservancy Foundation, a Washington nonprofit corporation, who executed the foregoing instrument, and acknowledged said instrument to be the free and voluntary act and deed of said corporation, for the uses and purposes therein mentioned, and on oath stated that she is authorized to execute said instrument.

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

(SEAL)



K. Robertson  
Signature  
Print Name Karina J. Robertson  
Notary Public in and for the State of  
Washington, residing at: Thurston County  
My commission expires: 5/1/2018

GRANTEE:

Accepted and Approved:  
CITY OF OLYMPIA

Approved as to form:

By: \_\_\_\_\_  
Steven R. Hall, City Manager

Dave Nierobe  
Deputy City Attorney

Date: \_\_\_\_\_





## City Council

### Approval of Ordinance Related to Veterinary Clinic Zoning

**Agenda Date:** 8/11/2015  
**Agenda Item Number:** 4.H  
**File Number:** 15-0759

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

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#### **Title**

Approval of Ordinance Related to Veterinary Clinic Zoning

#### **Recommended Action**

##### **Planning Commission Recommendation:**

Move to approve on first reading the ordinance amending Title 18 of the Olympia Municipal Code to allow veterinary offices/clinics in additional zoning districts, subject to limiting animals to be kept indoors except for very brief periods of time necessary for the animals' health, and to forward to second reading.

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

Move to approve the recommendation from the Planning Commission.

#### **Report**

##### **Issue:**

Should the Olympia Municipal Code be amended to allow veterinary offices/clinics in additional zoning districts, subject to limiting animals to be kept indoors except for very brief periods of time necessary for the animals' health.

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

Leonard Bauer, CPD Deputy Director, Community Planning & Development, 360.753.8206

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

Leonard Bauer, CPD Deputy Director, Community Planning & Development, 360.753.8206

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

The Olympia Municipal Code defines veterinary offices/clinics as:

"A place where animals receive medical care and the boarding of animals is limited to short-term care incidental to the hospital use." (OMC 18.02.180(O))

Medical treatment for animals that is combined with longer-term boarding of the animals is defined separately in the Code as "Animal Hospital." (OMC 18.02.180(A))

Because of an increasing demand for veterinary services in the community, the city council referred to the Planning Commission consideration of increasing the zoning districts in which veterinary offices/clinics are permitted.

There are currently three of Olympia's 13 commercial zoning districts in which veterinary offices/clinics are permitted. By comparison, medical offices (for humans) are permitted in 13 of the 14 commercial zoning districts.

Veterinary offices/clinics are currently a permitted use in the following zoning districts: General Commercial (GC), and High-Density Corridor 2, 3, and 4 (HDC-2, -3, and -4).

The proposed ordinance would also permit this use in these additional zoning districts: Medical Services (MS), Professional Office/Residential MultiFamily (PORM), Downtown Business (DB) and High-Density Corridor 1 (HDC-1). The attached City zoning map illustrates the current locations of these zoning districts.

In the additional zoning districts in which veterinary offices/clinics would be permitted, the following restriction would apply in order to minimize impacts on nearby properties:  
"Animals shall be kept indoors except for very brief periods of time as necessary for the animal's health."

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

Notice of the Planning Commission's public hearing was published in *The Olympian* and sent to interested parties and the Coalition of Neighborhood Associations. As this amendment would affect many areas within the City of Olympia, there is potential interest community-wide.

**Options:**

1. Approve the ordinance amending Title 18 of the Olympia Municipal Code to allow veterinary offices/clinics in additional zoning districts on first reading and forward to second reading.
2. Consider a specific amendment to the ordinance.
3. Choose not to amend the Olympia Municipal Code regarding zoning for veterinary clinics.

**Financial Impact:**

None.

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

**AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, AMENDING OLYMPIA MUNICIPAL CODE SECTIONS 18.02.180, 18.06.040 AND 18.06.060 RELATED TO ZONING PROVISIONS FOR VETERINARY OFFICES/CLINICS.**

WHEREAS, the Olympia City Council referred to the Olympia Planning Commission consideration of zoning districts in which veterinary offices/clinics are permitted; and

WHEREAS, the City of Olympia and Thurston County region has experienced increased demand for veterinary services; and

WHEREAS, the Olympia Planning Commission received a briefing on the proposed code amendment on July 6 and 20, 2015, and held a duly-noticed public hearing on July 20, 2015; and

WHEREAS, following the public hearing and deliberations, on August 3, 2015, the Planning Commission recommended amendments to the Olympia Municipal Code further defining zoning districts in which veterinary offices/clinics would be permitted; and

WHEREAS, this proposal is exempt from the State Environmental Policy Act (SEPA), as a land use decision consistent with the adopted Olympia Comprehensive Plan; and

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

WHEREAS, on August 11, 2015, the City Council duly considered the recommendations of the Planning Commission and City staff; and

WHEREAS, this Ordinance is supported by the staff report and materials associated with this Ordinance, along with other documents on file with the City of Olympia, including but not limited to documents relating to Community Planning and Development File No. 15-0058; and

WHEREAS, this Ordinance is also supported by the professional judgment and experience of the City staff who have worked on this proposal; and

WHEREAS, City Staff are known to the City Council, and staff's curriculum vitae shall be part of the record in support of this Ordinance;

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

**Section 1. 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.**

Office, Veterinary/Clinic. A place where animals receive are given medical care and the boarding of animals is limited to short-term care incidental to the hospital use. ~~This is not a Medical Office.~~ (See also Animal Hospital.)

**Section 2. Amendment of OMC 18.02.180(V). Olympia Municipal Code Subsection 18.02.180(V) is hereby amended to read as follows:**

V. DEFINITIONS - SPECIFIC.

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

**Section 3. Amendment of OMC 18.06.040. Olympia Municipal Code Section 18.06.040 is hereby amended to read as follows:**

TABLE 6.01 PERMITTED AND CONDITIONAL USES														
COMMERCIAL DISTRICT	NR	PO/R M	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
District-Wide Regulations	18.06.06 0(R)				18.06.0 60(F)(2 )	18.06.0 60 (HH)	18.06.06 0(F)(2)							
<b>1. EATING &amp; DRINKING ESTABLISHMENTS</b>														
Drinking Establishments			P		P	P	P		C 18.06 .060( P)		P	P	P	
Drinking Establishments - Existing		P 18.06.0 60 (GG)				P								
Restaurants, with drive-in or drive-through			P										P	
Restaurants, with drive-in or drive-through, existing			P				P 18.06.06 0(U)					C	P	
Restaurants, without drive-in or drive-through	P 18.06.06 0(U)(3)	C	P	P 18.06.0 60(U)( 2)	P	P	P 18.06.06 0(U)(1)	P	P	P	P	P	P	
District-Wide Regulations	18.06.06 0(R)				18.06.0 60(F)(2 )	18.06.0 60 (HH)	18.06.06 0(F)(2)							
<b>2. INDUSTRIAL USES</b>														
Industry, Heavy														
Industry, Light			C		P/C 18.06.0 60(N)									
On-Site Treatment & Storage Facilities for Hazardous Waste					P 18.06.0 60(Q)									
Piers, Wharves, Landings					P									
Printing, Industrial			C		P/C 18.06.0 60(N)									

**TABLE 6.01  
PERMITTED AND CONDITIONAL USES**

COMMERCIAL DISTRICT	NR	PO/R M	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
Publishing		C	C		P		P		C	C				
Warehousing			P		P/C 18.06.0 60(AA)		P							
Welding & Fabrication			C		P/C 18.06.0 60(N)		P							
Wholesale Sales		C 18.06.0 60(BB)( 3)	P		P/C	18.06.0 60(BB)		P		P	18.06.0 60(BB) (2)			
Wholesale Products Incidental to Retail Business			P		P	P						P	P	
District-Wide Regulations	18.06.06 0(R)				18.06.0 60(F)(2 )	18.06.0 60 (HH)	18.06.06 0(F)(2)							
<b>3. OFFICE USES (See also SERVICES, HEALTH)</b>														
Banks		P	P		P/C 18.06.0 60(D)( 2)	P 18.06.0 60(D)( 2)	P/C 18.06.06 0(D)(2)	P	P	P	P	P	18.06.0 60(D)( 1)	
Business Offices		P	P		P	P	P	P	P	P	P	P	P	
Government Offices		P	P		P	P	P	P	P	P	P	P	P	
District-Wide Regulations	18.06.06 0(R)				18.06.0 60(F)(2 )	18.06.0 60 (HH)	18.06.06 0(F)(2)							
<b>4. RECREATION AND CULTURE</b>														
Art Galleries	P	P	P		P	P	P		P	P	P	P	P	
Auditoriums and Places of Assembly			P		P	P	P					P	P	
Boat Clubs					P	P								
Boating Storage Facilities					P			P						
Commercial Recreation		C	P		P	P	P	P		C	C	P	P	
Health Fitness Centers and Dance Studios	P	P 18.06.0 60(L)	P	P	P	P	P	P	P	P 18.06.0 60(L)	P 18.06.0 60(L)	P	P	
Libraries	C	C	C	C	P	P	P		P	C	P	P	P	18.04.060(V)
Marinas/Boat Launching Facilities					P 18.06.0 60(CC)	P								
Museums		C	P		P	P	P		P	C	C	P	P	18.04.060(V)
Parks, Neighborhood	P	P	P	P	P	P	P		P	P	P	P	P	18.04.060(T)
Parks & Playgrounds, Other	P	P	P	P	P	P	P		P	P	P	P	P	18.04.060(T)
Theaters (Drive-in)			C											
Theaters (No drive-ins)			P		P	P	P				C	P	P	

**TABLE 6.01  
PERMITTED AND CONDITIONAL USES**

COMMERCIAL DISTRICT	NR	PO/R M	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
District-Wide Regulations	18.06.06 0(R)				18.06.0 60(F)(2 )	18.06.0 60 (HH)	18.06.06 0(F)(2)							
<b>5. RESIDENTIAL</b>														
Apartments		P	P	P 18.06.0 60(T)	P	P	P		P	P	P	P	P	
Apartments above ground floor in mixed use development	P	P	P	P 18.06.0 60(T)	P	P	P		P	P	P	P	P	
Boarding Houses		P	P	P 18.06.0 60(T)	P	P	P		P	P	P	P	P	
Co-Housing		P	P			P	P			P	P		P	
Duplexes	P	P	P	P 18.06.0 60(T)			P		P	P	P		P	
Fraternities, Dormitories		C	P	P 18.06.0 60(T)	P	P	P		P	C	P	P	P	
Group Homes (6 or less)	P	P	P 18.06 .060K )	P 18.06.0 60(T)	P	P	P 18.06.06 0(K)		P	P	P	P 18.06.0 60(K)	P 18.06.0 60(K)	18.04.060(K)
Group Homes (7 or more)	C	C	C 18.06 .060 (K)	C 18.06.0 60(T)	C	C	C 18.06.06 0(K)		C	C	C	C 18.06.0 60(K)	P 18.06.0 60(K)	18.04.060(K)
Mobile or Manufactured Homes Park - Existing		C	C	C 18.06.0 60(T)						C			C	18.04.060(P)
Quarters for Night Watch person/Caretaker					P	P								
Retirement Homes		P	P	P 18.06.0 60(T)	P	P	P		P	P	P	P	P	
Single-Family Residences	P	P	P	P 18.06.0 60(T)			P		P	P	P	P	P	
Single Room Occupancy Units			C		P	P	P		P				C	
Townhouses	P	P	P	P 18.06.0 60(T)		P	P		P	P	P	P	P	
District-Wide Regulations	18.06.06 0(R)				18.06.0 60(F)(2 )	18.06.0 60 (HH)	18.06.06 0(F)(2)							
<b>6. RETAIL SALES</b>														
Apparel and Accessory Stores			P		P	P	P					P	P	
Boat Sales and Rentals			P		P	P	P	P					P	
Building Materials, Garden and	P		P		P	P	P					P	P	

**TABLE 6.01  
PERMITTED AND CONDITIONAL USES**

COMMERCIAL DISTRICT	NR	PO/R M	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
Farm Supplies														
Commercial Greenhouses, Nurseries, Bulb Farms	C	C 18.04.0 60 (G)	C	C					C		P	P		18.04.060(G)
Electric Vehicle Infrastructure	P	P	P	P	P18.06, 060(W)	P.18.06 .060(W)	P.18.06.0 60(W)	P	P	P	P	P	P	
Food Stores	P	P 18.06.0 60(H)	P		P	P	P		P	P 18.08.0 60(H)	P	P	P	
Furniture, Home Furnishings, and Appliances			P		P	P	P				P	P	P	
Gasoline Dispensing Facilities accessory to a permitted use	P 18.06.06 0(W(4)		P		P 18.06,0 60(W)		P 18.06.06 0(W)(2)	P				P 18.06.0 60(W)	P 18.06.0 60(W)	
Gasoline Dispensing Facility accessory to a permitted use - Existing	P 18.06.06 0(W)		P		P 18.06.0 60(W)		P 18.06.06 0(W)				P	P 18.06.0 60(W)	P	
General Merchandise Stores	P	P 18.06.0 60(J)	P		P	P	P			P 18.06.0 60(J)	P	P	P	
Mobile, Manufactured, and Modular Housing Sales			P											
Motor Vehicle Sales			P				P	P					P	
Motor Vehicle Supply Stores			P		P	P	P	P			P	P	P	
Office Supplies and Equipment		P 18.06.0 60(DD)	P		P	P	P		P	P 18.06.0 60(DD)	P	P	P	18.06.060(CC)
Pharmacies and Medical Supply Stores	P	P 18.06.0 60 (EE)	P	P	P	P	P		P	P 18.06.0 60(EE)	P	P	P	18.06.060(DD)
Specialty Stores	P 18.06.06 0(Y)(3)	P 18.06.0 60(Y)(4 )	P	C 18.06.0 60(Y)( 2)	P	P	P			P 18.06.0 60(Y)(4 )	P	P 18.06.0 60(Y)(1 )	P	
District-Wide Regulations	18.06.06 0(R)				18.06.0 60(F)(2 )	18.06.0 60 (HH)	18.06.06 0(F)(2)							
<b>7. SERVICES, HEALTH</b>														
Hospitals				P			P		P					
Nursing, Congregate Care, and Convalescence Homes	C	C	C	P			C		C	C	C	P	P	18.04.060(S)
Offices, Medical		P	P	P	P	P	P	P	P	P	P	P	P	
Veterinary Offices/Clinics		P	P	P			P			P	P	P	P	
District-Wide Regulations	18.06.06 0(R)				18.06.0 60(F)(2 )	18.06.0 60 (HH)	18.06.06 0(F)(2)							
<b>8. SERVICES, LODGING</b>														
Bed & Breakfast Houses (1 guest room)	P	P 18.06.0 60(E)	P 18.06 .060(	P 18.06.0 60(E)	P	P	P			P	P	P	P	18.04.060(L)(3)(c)

**TABLE 6.01  
PERMITTED AND CONDITIONAL USES**

COMMERCIAL DISTRICT	NR	PO/R M	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
			E)											
Bed & Breakfast Houses (2 to 5 guest rooms)	C	P 18.06.0 60(E)	P 18.06 .060(E)	P 18.06.0 60(E)	P	P	P		C	P	P	P	P	18.04.060(L)(3)(c)
Hotels/Motels			P	C	P		P		P				P	
Lodging Houses		P	P	P	P		P		P	P	P	P	P	
Recreational Vehicle Parks			P										P	
District-Wide Regulations	18.06.06 0(R)				18.06.0 60(F)(2 )	18.06.0 60 (HH)	18.06.06 0(F)(2)							
<b>9. SERVICES, PERSONAL</b>														
Adult Day Care Home	P	P	P	P	P	P	P		P	P	P	P	P	18.04.060(L)(3)(b )
Child Day Care Centers	C	P	P	P	P	P	P		P	P	C	P	P	18.04.060(D)
Crisis Intervention	C	P	C	P			P		C	P	C	C	C	18.04.060(I)
Family Child Care Homes	P	P	P	P	P	P	P		P	P	P	P	P	18.04.060(L)
Funeral Parlors and Mortuaries		C	P				P			C		P	P	
Laundries and Laundry Pick-up Agencies	P	P	P	P	P	P	P			P	P	P 18.06.0 60(O)	P	
Personal Services	P	P	P	P	P	P	P	P	P	P	P	P	P	
District-Wide Regulations	18.06.06 0(R)				18.06.0 60(F)(2 )	18.06.0 60 (HH)	18.06.06 0(F)(2)							
<b>10. SERVICES, MISCELLANEOUS</b>														
Auto Rental Agencies			P		P	P	P	P			C	P	P	
Equipment Rental Services, Commercial			P		P		P				P	P	P	
Equipment Rental Services, Commercial - Existing		P 18.06.0 60 (FF)												
Ministorage			P				P							
Printing, Commercial	P	P	P		P	P	P		P	P	P	P	P	
Public Facilities (see also Public Facilities, Essential on next page)	C	C	C	C	P	C	P	P	P	C	C	C	C	18.04.060(V)
Radio/T.V. Studios		P	P		P	P	P		P	P	P	P	P	
Recycling Facilities	P	P	P	P	P		P		P	P	P	P	P	18.06.060(V)
School - Colleges and Business, Vocational or Trade Schools		C	P		P	P	P		P	C	C	C	P	18.06.060(X)
Service and Repair Shops			P				P	P				P	P	
Service Stations/Car Washes			P				P 18.06.06	P				P 18.06.0	P 18.06.0	



**TABLE 6.01  
PERMITTED AND CONDITIONAL USES**

COMMERCIAL DISTRICT	NR	PO/R M	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
							0(W)					60(W)	60(W)	
Service Stations/Car Washes - Existing			P		P 18.06.0 60(W)		P 18.06.06 0(W)				P	P 18.06.0 60(W)	P 18.06.0 60(W)	
Servicing of Personal Apparel and Equipment	P	P	P		P	P	P			P	P	P	P	
Truck, Trailer, and Recreational Vehicle Rentals			P					P						
Workshops for Disabled People	C	C	C	C	P	C	P		C	C	C	C	C	18.04.060(R)
District-Wide Regulations	18.06.06 0(R)				18.06.0 60(F)(2 )	18.06.0 60 (HH)	18.06.06 0(F)(2)							
<b>11. PUBLIC FACILITIES, ESSENTIAL</b>														
Airports			C										C	18.06.060(G)
Inpatient Facilities		C	C	C 18.06.0 60(T)	C		C		C	C	C	P	P	18.06.060(G) 18.04.060(K)
Jails			C		C		C		C				C	18.06.060(G)
Mental Health Facilities			C	C 18.06.0 60(T)	C		C						C	18.06.060(G) 18.04.060(K)
Other Correctional Facilities		C	C	C 18.06.0 60(T)	C	C	C		C	C	C	C	C	18.06.060(G)
Other facilities as designated by the Washington State Office of Financial Management, except prisons and solid waste handling facilities		C	C		C		C			C	C	C	C	18.06.060(G)
Radio/TV and Other Communication Towers and Antennas	C	C	C	C	C	C	C	C	C	C	C	C	C	18.06.060(G) 18.44.100
Sewage Treatment Facilities	C	C	C	C	P		P		C	C	C	C	C	18.06.060(G) 18.04.060(X)
State Education Facilities		C	C		C		C		C	C	C	C	C	18.06.060(G) 18.06.060(X)
State or Regional Transportation Facilities	C	C	C	C	C	C	C		C	C	C	C	C	18.06.060(G)
District-Wide Regulations	18.06.06 0(R)				18.06.0 60(F)(2 )	18.06.0 60 (HH)	18.06.06 0(F)(2)							
<b>12. TEMPORARY USES</b>														
Entertainment Events			P		P	P	P						P	
Off Site Contractor Offices	P	P	P	P	P	P	P	P	P	P	P	P	P	18.04.060(DD)
Emergency Housing	P	P	p	P	P			P	P	P	P	P	P	18.04.060(DD)
Fireworks, as determined by Fire Dept.			P		P	P	P				P	P	P	9.48.160

**TABLE 6.01  
PERMITTED AND CONDITIONAL USES**

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
Mobile Sidewalk Vendors		P	P	P	P	P	P			P	P	P	P	
Parking Lot Sales			P		P	P	P	P			P	P	P	
Residences Rented for Social Event (6 or less in 1 year)	P	P	P	P	P	P	P		P	P	P	P	P	18.04.060(DD)
Residences Rented for Social Event (7 or more in 1 year)	C	C	C	C	C	C	C		C	C	C	C	C	
Temporary Surface Parking Lot		P	P		P	P	P		P					
District-Wide Regulations	18.06.060(R)				18.06.060(F)(2)	18.06.060(HH)	18.06.060(F)(2)							
<b>13. OTHER USES</b>														
Accessory Structures/Uses														
Adult Oriented Businesses			P										P	18.06.060(B)
Agriculture	P	P	P	P					P	P	P	P	P	
Animals	P	P	P	P	P	P	P		P	P	P	P	P	18.06.060(C)
Cemeteries	C	C	C	C					C	C	C		C	
Conference Center			P		P	P	P						P	
Fraternal Organizations		P	P		P	P	P		P/C 18.06.060(I)	P	P	P	P	
Gambling Establishments			C											
Garage/Yard/Rummage and Other Outdoor Sales	P	P	P	P	P	P	P		P	P	P	P	P	5.24
Home Occupations	P	P	P	P	P	P	P		P	P	P	P	P	18.04.060(L)
Parking Facility, Commercial		P	P		P	P	P 18.06.060(S)			P	P	P 18.06.060(S)	P	18.04.060(V)
Places of Worship	C	C	P	C	P	P	P		C	C	C	P	P	18.04.060(U)
Racing Pigeons	C	C	C	C					C	C	C	C	C	18.04.060(Y)
Satellite Earth Stations	P	P	P	P	P	P	P	P	P	P	P	P	P	18.44.100
Schools	C	C	P	C	C	C	C		C	C	C	P	P	18.04.060(DD)
Utility Facility	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	18.04.060(X)
Wireless Communications Facilities	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	18.44

**LEGEND**

P = Permitted Use	PO/RM = Professional Office/Residential Multifamily	GC = General Commercial	HDC-1=High Density Corridor-1
MS = Medical Services		UW = Urban Waterfront	HDC-2=High Density Corridor-2
DB = Downtown Business	AS=Auto Services	UW-H = Urban Waterfront-Housing	HDC-3=High Density Corridor-3
C = Conditional Use	NR = Neighborhood Retail	CSH = Commercial Services-High Density	HDC-4=High Density Corridor-4

**Section 4. Amendment of OMC 18.06.060. The following NEW SUBSECTION II is hereby added to Olympia Municipal Code Section 18.06.060 as follows:**

II. Veterinary Clinic and Office, Veterinary Clinic. Downtown Business (DB), Medical Services (MS), High Density Corridor-1 (HDC-1), and Professional Office/Residential Multifamily District (PO/RM) Requirements. Animals shall be kept indoors except for very brief periods of time as necessary for the animal's health.

**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 publication, as provided by law.

\_\_\_\_\_  
MAYOR

**ATTEST:**

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

**APPROVED AS TO FORM:**

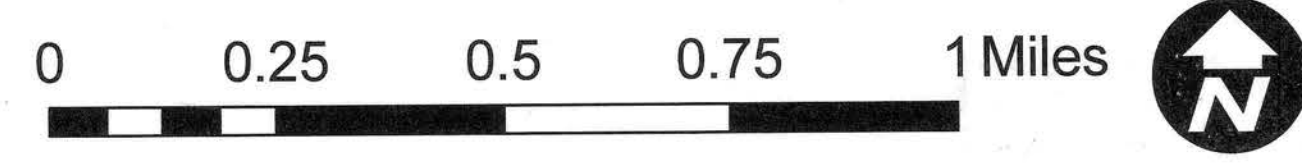
  
\_\_\_\_\_  
CITY ATTORNEY (ACA)

**PASSED:**

**APPROVED:**

**PUBLISHED:**

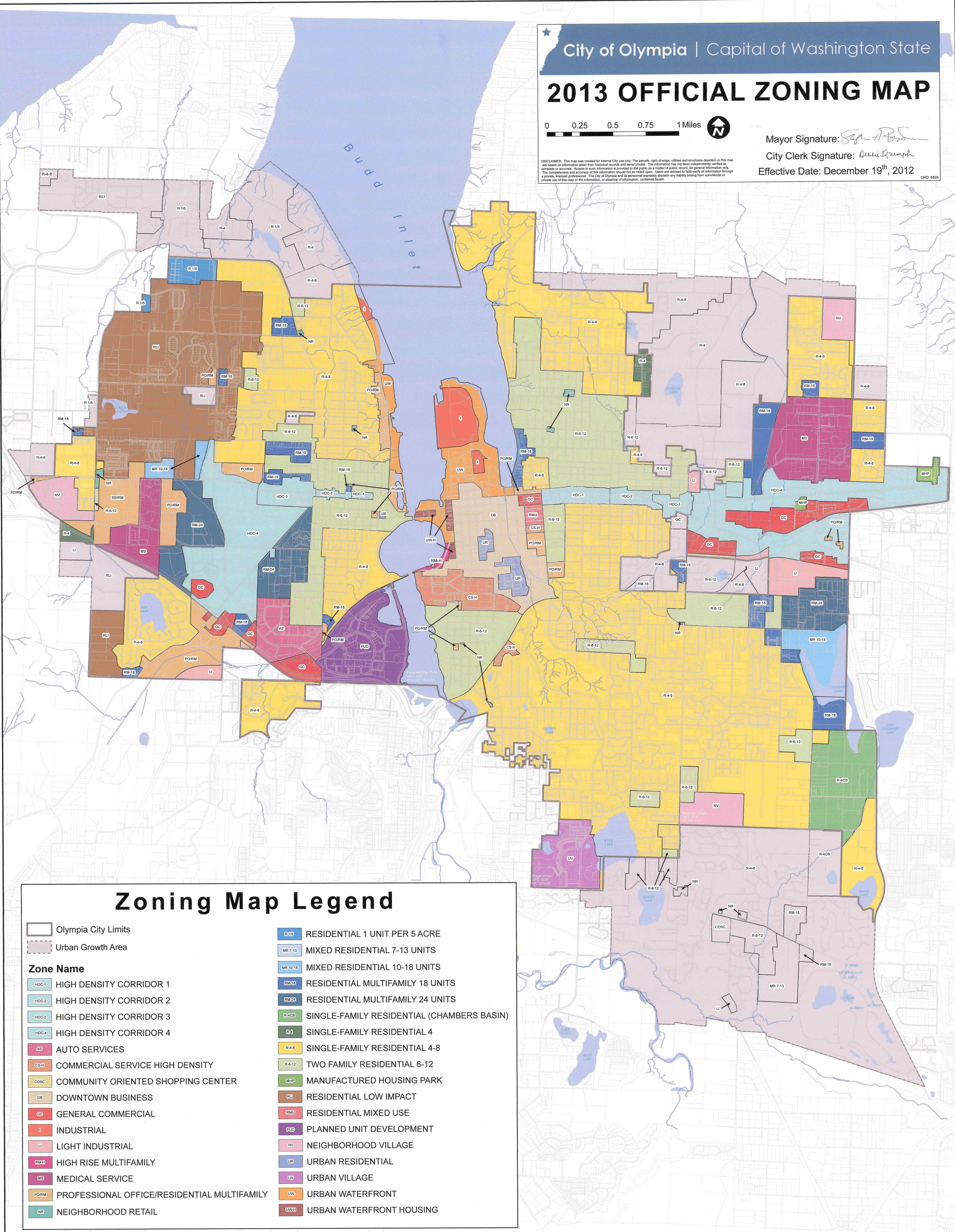
# 2013 OFFICIAL ZONING MAP



Mayor Signature: *Stephen A. Boyd*  
 City Clerk Signature: *Debbie Krumpal*  
 Effective Date: December 19<sup>th</sup>, 2012

DISCLAIMER: This map was created for internal City use only. The parcels, right-of-ways, utilities and structures depicted on this map are based on information taken from historical records and aerial photos. The information has not been independently verified as complete or accurate. Access to such information is provided to the public as a matter of public record for general information only. The completeness and accuracy of this information should not be relied upon. Users are advised to field-verify all information through a private, licensed professional. The City of Olympia and its personnel expressly disclaim any liability arising from commercial or private use of this map or the information, or absence of information, contained herein.

ORD. 6824



## Zoning Map Legend

	Olympia City Limits		RESIDENTIAL 1 UNIT PER 5 ACRE
	Urban Growth Area		MIXED RESIDENTIAL 7-13 UNITS
<b>Zone Name</b>			MIXED RESIDENTIAL 10-18 UNITS
	HIGH DENSITY CORRIDOR 1		RESIDENTIAL MULTIFAMILY 18 UNITS
	HIGH DENSITY CORRIDOR 2		RESIDENTIAL MULTIFAMILY 24 UNITS
	HIGH DENSITY CORRIDOR 3		SINGLE-FAMILY RESIDENTIAL (CHAMBERS BASIN)
	HIGH DENSITY CORRIDOR 4		SINGLE-FAMILY RESIDENTIAL 4
	AUTO SERVICES		SINGLE-FAMILY RESIDENTIAL 4-8
	COMMERCIAL SERVICE HIGH DENSITY		TWO FAMILY RESIDENTIAL 6-12
	COMMUNITY ORIENTED SHOPPING CENTER		MANUFACTURED HOUSING PARK
	DOWNTOWN BUSINESS		RESIDENTIAL LOW IMPACT
	GENERAL COMMERCIAL		RESIDENTIAL MIXED USE
	INDUSTRIAL		PLANNED UNIT DEVELOPMENT
	LIGHT INDUSTRIAL		NEIGHBORHOOD VILLAGE
	HIGH RISE MULTIFAMILY		URBAN RESIDENTIAL
	MEDICAL SERVICE		URBAN VILLAGE
	PROFESSIONAL OFFICE/RESIDENTIAL MULTIFAMILY		URBAN WATERFRONT
	NEIGHBORHOOD RETAIL		URBAN WATERFRONT HOUSING



## City Council

### PUBLIC HEARING - Draft 2015-2020 Waste ReSources Management Plan

**Agenda Date:** 8/11/2015  
**Agenda Item Number:** 5.A  
**File Number:** 15-0428

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**Type:** public hearing **Version:** 2 **Status:** Public Hearing

---

#### **Title**

PUBLIC HEARING - Draft 2015-2020 Waste ReSources Management Plan

#### **Recommended Action**

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

The Land Use and Environment Committee and the Utility Advisory Committee both reviewed the Waste ReSources Management Plan and recommend forwarding the draft to Council for a public hearing and approval.

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

Following the public hearing, Move to accept the recommendation of the Land Use and Environment Committee and the Utility Advisory Committee to approve the draft 2015-2020 Waste ReSources Management Plan.

#### **Report**

##### **Issue:**

Whether to approve the plan after receiving comments on the draft 2015-2020 Waste ReSources Management Plan.

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

Ron Jones, Senior Program Specialist, Public Works Waste ReSources, 360.753.8509

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

Ron Jones, Senior Program Specialist, Public Works Waste ReSources

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

The 2015-2020 Waste ReSources Management Plan (Plan) sets the strategic direction for the Waste ReSources Utility. The Plan outlines goals, objectives and strategies to reduce the total amount of waste produced, increase recycling and composting, maintain safe and efficient operations, and ensure responsible financial management.

Waste ReSources staff, with support from Cascadia Consulting Group, worked collaboratively to update the 2008-2013 Plan and create this new 2015-2020 Plan. The Plan is consistent with the City's Comprehensive Plan, which establishes a policy for utilities to create and regularly update their

master plans. The Plan is also consistent with the Thurston County Solid Waste Plan that the City adopts through an interlocal agreement. Since the City operates under the County's Plan, this Plan is not subject to state review and approval.

The Utility Advisory Committee (UAC) and Land Use and Environment Committee (LUEC) both reviewed the draft Plan. The UAC formally recommended approval of the Plan at their May 7, 2015, meeting. The LUEC gave their approval for the Plan at their June 23, 2015, meeting. The draft Plan and appendices are available on the City's website (see hyperlink) for public review and comment. No comments were received.

Key issues addressed in the Plan include:

- Whether the City should begin providing commercial recycling services;
- Strategies to increase recycling of construction and demolition waste;
- Strategies to increase residential organics collection;
- Whether to continue to include glass in mixed recycling collection; and
- Management of recycled materials.

If the City adopts the Plan, staff will further evaluate strategies and policies with potential service and rate implications, prior to implementation.

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

All City residents, businesses and organizations are customers of the Waste ReSources Utility. Customers will be interested in services, waste reduction and recycling opportunities. Some commercial garbage customers have expressed an interest in receiving recycle collection from the City. To date, no person or group has expressed concerns over any of the proposed strategies in the Plan.

**Options:**

Option 1: Move to approve the draft 2015-2010 Waste ReSources Management Plan. If adopted, Waste ReSources can begin implementing the planned strategies and continue progress toward zero waste.

Option 2: Provide feedback to staff on desired changes to the Plan with a recommendation to bring back to council. This option will delay Plan implementation. The amount of time it is delayed would depend on the scope of the recommended changes.

Option 3: Do not recommend approving the Plan and provide guidance to staff on next steps. If the Plan is not approved, it will delay implementation and stall efforts to continue progress toward zero waste.

**Financial Impact:**

None at this time. The Plan does not recommend changes to rates. Implementing the Plan may have future service and utility rate implications.



May 8, 2015

Olympia City Council  
P.O. Box 1967  
Olympia, WA 98507-1967

Dear Council Members:

**SUBJECT: Waste ReSources Management Plan (2015-2020)**

On Thursday, April 2, 2015, Ron Jones from the City of Olympia's Public Works Waste ReSources attended the Utility Advisory Committee (UAC) meeting to present the draft 2015 Waste ReSources Management Plan Update. Waste ReSources is seeking support in moving the draft Plan toward adoption.

Following a brief presentation from staff, UAC members asked a wide array of questions and spent time discussing the proposed strategies. The UAC lacked a quorum at the April meeting and held a second discussion and vote at the May 7 meeting.

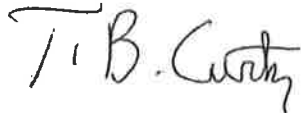
The UAC supports adoption of the Waste ReSources Management Plan update:

- It continues progress toward the City's zero waste goals of reducing the overall waste generated in Olympia, increasing recycling and diversion, maintaining safe and efficient operations and being fiscally responsible.
- The Plan sets measureable objectives and establishes goals consistent with the City's Comprehensive Plan.
- The Plan addresses key strategic issues identified early in the planning process, such as City-provided commercial recycling, increasing construction and demolition (C & D) waste recycling, increasing residential organics, and whether to continue collecting glass mixed with other recycling.
- It supports continued coordination with Thurston County Solid Waste on programs and planning.

The UAC supports adopting the Plan and beginning work on the planned strategies, including further public involvement as necessary to maintain an informed and involved community. UAC also wants staff to use greenhouse gas (GHG) emissions and energy efficiencies as a decision-making tool.

Please feel free to contact me or other members of the committee if you have questions or would like to discuss this further.

Sincerely,



**THAD CURTZ**  
Chair

TC/lm

\\calvin\PW Shared Workgroup\UAC\2015 UAC\UAC Correspondence\Waste ReSources Master Plan - Letter of Recommendation\Letter to Council Re UAC Support of Waste ReSources Draft Plan05-08-15.docx

ec. Steve Hall, City Manager  
Rich Hoey, Public Works Director  
Dan Daniels, Waste ReSources Director  
Andy Haub, UAC Staff Liaison and Water Resources Director





# 2015-2020 Waste ReSources Management Plan



**Toward Zero Waste**



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## PART 1

### Chapter 1 – Plan Summary

Doing its part in helping move Olympia towards its vision of “Sustainable Community”, the Waste ReSources Utility’s mission is

“To lead and inspire our community toward a waste-free future.”

Its strategic role is

“To create opportunities to eliminate waste.”

Waste ReSources does this by providing municipally operated solid waste collection, disposal and diversion services, including education and outreach to residents, businesses and visitors.

In June 2006, the Olympia City Council adopted a Zero Waste Resolution ([Appendix 1](#)). It set forth a new direction for the Utility and guided the development of the *Toward Zero Waste: Olympia’s Waste ReSources Plan, 2008-2013* – a six-year strategic and operational plan.

This chapter summarizes accomplishments since 2008; data about Olympia’s people and their waste; the Zero Waste challenge; the goals, objectives and strategies planned for 2015-2020; and the planning process.

#### 1.1 Accomplishments Since 2008

The 2008 Plan created the framework for a more focused approach toward Zero Waste, with two primary goals:

**Goal 1: Reduce the overall waste generated in Olympia (garbage and recyclables).** The target was to reduce per capita waste by 5 percent. Since 2008, per capita waste has decreased by 15 percent.

**Goal 2: Increase the quantity of recyclable and compostable materials diverted from the landfill.** The target was to increase the recycling and composting portion of the total waste from 51 percent to 65 percent. Since 2008, the measurable portion of waste diverted increased to 60 percent in 2010 and dropped to 58 percent in 2012. Multi-family recycling has nearly doubled since 2008.<sup>1</sup>

Contributing to this movement towards Zero Waste are the ongoing and newly implemented waste reduction and recycling programs, as well as the operational efficiencies achieved.

---

<sup>1</sup> Data for Goals 1 and 2 exclude recyclables collected by private haulers.

Program highlights include:

- Adding collection of residential and commercial organics (food waste).
- Creating a dedicated business technical assistance program.
- Improving the City government's internal recycling program.
- Developing a third grade education program reaching all schools in the Olympia School District.

Operational efficiencies resulted in reducing the number of trucks and staff needed for residential collections by 60 percent, despite a 20 percent increase in the number of customers.

## 1.2 2015 Plan

Building upon these accomplishments and considering current challenges and opportunities, the Waste ReSources Utility developed this six-year plan for the period 2015-2020. The Plan update is built around four goals:

- Reduce the quantity of waste generated and disposed in Olympia.
- Increase the quantity of recyclable and compostable materials diverted from the landfill.
- Operate collection services safely and efficiently.
- Manage the Utility's finances responsibly, with fair, equitable rates that promote waste reduction and recycling.

The Plan remains consistent with the hierarchy of waste management practices established by the U.S. Environmental Protection Agency (EPA) (reduce, reuse, recycle, and responsible disposal), the State's Beyond Waste Plan, Thurston County's Comprehensive Solid Waste Management Plan, and Olympia's Comprehensive Plan.

## 1.3 Olympia's People and Their Waste

Historically, waste generation has closely followed fluctuations in the population and economy with ever-increasing amounts up to 2005. Between 2005 and 2013, total waste collected and disposed of by Olympia decreased by nearly 20 percent ([Chapter 3, Table 1](#)). This decrease is likely due to the Great Recession of 2008, use of more light-weight materials, shifts in packaging materials, and an increase in recyclable and compostable materials hauled by private companies.

In 2013, Olympia's residents and businesses generated approximately 36,853 tons of waste, of which 29 percent, or 10,960 tons, were composted or recycled through Olympia's collection program. These data do not include commercial recyclables hauled by private companies or other self-hauled waste, because these tonnages are not reported to the City. Commercial recycling was estimated at 50 percent for the 2008 Plan. However, a detailed and more conservative analysis of commercial waste for the 2015 Plan suggests the commercial recycling rate is between 16 and 51 percent ([Appendix 5](#), pages 97 through 98).

Based on the 2014 waste characterization study of Olympia’s waste stream ([Appendix 2](#)), about 42 percent of the garbage sent to the landfill is material that could be recycled or composted through existing curbside programs.

## 1.4 Zero Waste Challenge

Globally, waste is a huge problem caused by:

- A growing population.
- Consumption of material goods.
- A system of resource extraction, manufacturing and distribution that encourages depletion and doesn’t factor environmental and social costs into the price of the end product.

The result is increasing depletion of natural resources and increasing greenhouse gas emissions, and air and water pollution, all of which is environmentally unsustainable and costly to society as a whole. Olympia residents and businesses contribute to this global problem.

The movement towards Zero Waste is part of a solution because it:

- Considers the whole life cycle of a product and ways to reduce waste in “upstream” production and distribution processes, as well as in “downstream” consumer choices and waste management practices.
- Supports operational efficiency by reducing the overall amount of waste to be handled, and by facilitating shared public and private responsibility for “end of life” waste management.

## 1.5 Goals, Objectives and Strategies

The primary framework for this Plan includes the City’s vision of becoming a sustainable community and Olympia’s 2014 Comprehensive Plan statement: “We understand and value the role that ‘reuse, reduction and recycling’ plays in our effort to conserve energy and materials.” The Comprehensive Plan’s vision for the future includes “significant reduction of waste.” Its goals for solid waste management are:

- GU12: Solid waste is managed as a resource to provide environmental, economic and social benefits.
- GU13: Solid waste is managed in a responsible and cost-effective manner.
- GU14: Environmental impacts caused by solid waste management are minimal.

Within this overall policy guidance, the Utility’s mission is “**to lead and inspire our community toward a waste-free future,**” and its strategic role is “**to create opportunities to eliminate waste.**”

The key planning terms used in this Plan are defined in [Table 1-1](#). Understanding them will make it easier to see how specific elements of this Plan relate to each other.



**Table 1-1 Key Planning Terms**

<b>Goals</b>	Broad qualitative statements of what the Water ReSources Utility intends to achieve.
<b>Objectives</b>	Specific, measurable statements of what will be done to achieve the Goals within a particular time frame.
<b>Strategies</b>	General approaches or methods for achieving Objectives and resolving specific issues. Strategies speak to the question “How will we go about accomplishing our Objectives?”

Note: Definitions are adapted from EPA’s *Planning for Sustainability: A Handbook for Water and Wastewater Utilities*, EPA-823-R-12-001, February 2012.

The goals, objectives and strategies presented in **Table 1-2** offer a roadmap for Waste ReSources’ direction over the next six years. Further information and discussion regarding the goals, objectives and strategies are in Chapters 7 through 11.

**Table 1-2 Waste ReSources Goals, Objectives and Strategies**

**Goal 1 Reduce the quantity of waste (garbage, recyclables and organic material) generated and disposed in Olympia.**

**Objective 1A Reduce per capita waste by 5 percent.**

- Strategies**
- 1A1** Encourage waste prevention through existing programs and in partnership with Thurston County.
  - 1A2** Continue to promote grasscycling and onsite composting.
  - 1A3** Continue <sup>third</sup> grade classroom education and adapt for other grade levels.
  - 1A4** Develop tools and systems to increase green purchasing.
  - 1A5** Support reuse, repair, sharing, and short-term rentals.
  - 1A6** Support extended producer responsibility programs.
  - 1A7** Explore material packaging bans.

**Goal 2 Increase the quantity of recyclable and compostable materials diverted from the landfill.**

**Objective 2A** Evaluate and understand waste stream characteristics and customer disposal behaviors.

**Strategies**

- 2A1** Continue to partner with Thurston County Solid Waste on waste characterization studies.
- 2A2** At least once per year, conduct special collection routes to obtain tonnage data that can be used to estimate the amount of multi-family waste collected in dumpsters.
- 2A3** Request data from private haulers and recycling and composting facilities on quantities of recyclable material, including construction and demolition (C&D) debris, they are collecting or processing from Olympia customers.
- 2A4** Require private companies to report how much recyclable material and C&D debris they are collecting within Olympia.
- 2A5** Continue to conduct behavioral studies to learn how to better motivate customers to recycle and compost correctly.
- 2A6** Use EPA's WaRM model or similar tool to estimate greenhouse gas benefits associated with recycling and composting.
- 2A7** Conduct an independent analysis of Olympia's residential recyclable material.
- 2A8** Use recyclable material capture rates as a decision tool.

**Objective 2B** Increase the quantity and quality of recyclable and compostable materials collected single-family residential customers.

**Strategies**

- 2B1** Continue to conduct residential education and update educational materials, as needed.
- 2B2** Implement a cart inspection and customer feedback program.
- 2B3** Continue collecting glass with other recyclables while monitoring and evaluating recycling markets and costs for an appropriate or necessary time to change.

**2B4** Consider banning easily recyclable materials from garbage.

**Objective 2C** Increase the quantity and quality of recyclable and compostable materials collected from multi-family residents.

**Strategies**

- 2C1** Continue cart-based collection of commingled recyclables, organics and cardboard.
- 2C2** Continue and improve onsite technical assistance and outreach.
- 2C3** Facilitate collection of products and materials for reuse and refurbishment.
- 2C4** Conduct door-to-door outreach at complexes needing the most assistance.

**Objective 2D** Increase the quantity and quality of recyclable and compostable materials collected from commercial customers.

**Strategies**

- 2D1** Extend cart-based commingled recyclables collection to businesses, government agencies and institutions.
- 2D2** Continue encouraging high-volume commercial food waste customers to divert organics for composting.
- 2D3** Expand educational materials and onsite technical assistance for businesses on recycling and composting.
- 2D4** Continue to improve collection of recyclable and compostable materials from City buildings and facilities.
- 2D5** Work with other City utilities to integrate onsite technical assistance and participate in regional green business engagement programs.

**Objective 2E** Increase diversion of C&D material.

**Strategies**

- 2E1 Conduct a pilot test for transporting recyclable C&D to out-of-county processors.
- 2E2 Develop a C&D recycling, salvage and deconstruction toolkit with information, tools and contact information for local service providers.
- 2E3 Promote C&D recycling to builders.
- 2E4 Require permitted building and demolition projects to have separate containers onsite for recyclable materials and garbage.

**Objective 2F** Increase the quantity and quality of materials recycled and composted through non-curbside methods.

- 2F1 Continue to explore expanded drop-off recycling site within City limits.
- 2F2 Develop additional Zero Waste Event educational materials and continue offering collection containers at smaller public and private events.
- 2F3 Continue to encourage recycling and composting at public events.

**Goal 3 Operate collection services safely and efficiently.**

**Objective 3A** Implement routing and service changes that increase operational efficiencies and maintain or improve service reliability.

**Strategies**

- 3A1 Continue implementing one-side road collection to the greatest extent possible.
- 3A2 Continue to pursue automated GIS routing systems and on-board scales for collection trucks.
- 3A3 Continue evaluating and refining routes and drive paths to eliminate overlap.
- 3A4 Explore developing centralized garbage, recycling and organics collection areas for Downtown businesses.
- 3A5 Continue to coordinate with City Fleet Services to evaluate options for alternative fuels and hybrid collection vehicles.

**3A6** Create an emergency response plan for how Waste ReSources will manage disaster debris and interruptions to collection services.

**Objective 3B** Reduce the number of incidents and accidents.

**3B1** Continue to ensure that all Waste ReSources collectors are IAPD certified.

**3B2** Continue to participate on the Site Plan Review Committee to ensure adequate space and access to garbage, recycling and composting containers.

**3B3** Continue to work with customers directly to eliminate unsafe conditions.

**Goal 4** Manage the Utility's finances responsibly, with equitable rates that promote waste reduction and recycling.

**Objective 4A** Ensure that customer rates are equitable and reflect a balance between the cost of providing service and the goals of promoting waste prevention and recycling.

**Strategies**

**4A1** Continue the current rate incentives for waste reduction and recycling.

**4A2** Continue to offer reduced and special rates for low-income customers and those needing roll-out service (driver rolls cart to curb).

**4A3** Continue to use debt and reserves responsibly to smooth customer rate impacts.

**4A4** Consider bundling fees for residential organics service with garbage and recycling fees.

**4A5** Consider an alternative rate structure for commercial collection, based on the cost of collection.

**Objective 4B** Seek opportunities to increase revenue from non-fee sources.

**Strategies**

**4B1** Seek out the best value in recycling processors.

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**4B2** Continue to seek grant funding to develop waste reduction and recycling programs.

## 1.6 Planning Process

This Plan was prepared by Waste ReSources staff, with technical assistance from Cascadia Consulting Group. The Plan was reviewed by the City's Utility Advisory Committee (UAC) and the City Council's Land Use and Environment Committee.

The UAC serves as the principal public advisor on utility policy matters for the City's four public utilities: Waste ReSources, Drinking Water, Wastewater, and Storm and Surface Water. Committee members played a key role in reviewing this Plan and provided recommendations to clarify and improve it.

### *Research and Analysis*

For data on the current composition of Olympia's waste, the Utility relied on two studies by Green Solutions:

- City of Olympia Waste Composition Study, 2013-2014 ([Appendix 2](#))
- Composition of the Mixed Organics in Thurston County, 2014 ([Appendix 3](#))

Waste ReSources contracted with Cascadia Consulting Group to assess data and measurements that would allow the Utility to evaluate program performance:

- Data and Measurement technical memo ([Appendix 4](#))

Cascadia Consulting also conducted a baseline cost of service study to help determine the feasibility of various options for Waste ReSources ([Appendix 5](#)):

- Providing commercial recycling service
- Alternatives to including glass in single-stream recycling
- Bundling organics into garbage and recycling fees

The consultants also developed three reports with best management practices from around the country and a range of recommended strategies:

- Multi-family recycling ([Appendix 6](#))
- C&D reuse and recycling ([Appendix 7](#))
- Increasing commercial, residential, event, and school recycling and composting programs ([Appendix 8](#))

### *Selection of Strategies*

Waste ReSources staff reviewed the data from Green Solutions and research and recommendations of Cascadia Consulting Group. Strategies were selected based on how well they address the current challenges and opportunities, given the Utility's capacity and limitations. Strategies were ranked as high, medium or low priority and assigned an

implementation date ([Chapter 7, Table 7-1](#)). Recommended strategies that were not selected may be considered in the future, as conditions make them feasible, desirable or necessary to continue progress toward zero waste.

### *Priorities*

Summarized below are the Waste ReSources' priorities identified for 2015-2020, in response to current challenges and opportunities described in [Chapter 7](#):

- Evaluate options to improve organics program participation.
- Explore the feasibility of the City offering commercial recycling services.
- Improve multi-family recycling participation.
- Evaluate options for recycling glass and maintaining overall material quality.
- Recycle and compost more, adapt to changing market conditions and currently available processing capacity.
- Plan for extreme weather events and natural disasters, and how they impact waste management.
- Plan for customer growth.

### *Public Information and Involvement*

Waste ReSources sought public input on the Plan through neighborhood associations, a Utility bill insert, and posting the Draft Plan online ([insert date](#)). The City's Utility Advisory Committee (UAC) gave input on the draft goals and objectives of the Plan in 2013 and 2014. The Draft Plan was reviewed by the UAC and the City Council Land-use and Environment Committee in early 2015, prior to a public hearing on ([insert date](#)) and final adoption on ([insert date](#)). Public involvement will continue as Waste Resources begins implementing new and refined strategies.

### *Ongoing Plan Review*

Waste ReSources will manage the programs described in this Plan following the principles of adaptive management, which require routine review of effectiveness and course correction, as needed. Annual evaluations of program performance will be provided to the community and elected officials. This process will provide an opportunity to consider whether to revise strategies or programs.

## **1.7 How the Plan is Organized**

**Part 1** provides the context and background information for the 2015-2020 Plan. [Chapter 1](#) summarizes the Plan vision, goals, objectives and strategies. [Chapter 2](#) explains the Zero Waste concept and its importance. [Chapter 3](#) outlines trends in Olympia's population, employment and waste generation. [Chapter 4](#) gives an overview of waste management in Olympia – its history, organization, and legal and policy framework. [Chapter 5](#) describes Waste ReSources' collection services, and processing and disposal facilities provided by Thurston

County and private companies. [Chapter 6](#) presents the education and outreach programs offered by Olympia and Thurston County.

**Part 2** presents the road map for 2015-2020. [Chapter 7](#) describes current challenges and opportunities, and presents the priority and implementation schedule for each of the 51 strategies included in the Plan. [Chapter 8](#) and [Chapter 9](#) describe the options considered and planned for waste reduction and for increased diversion of recyclable and compostable materials. [Chapter 10](#) describes the strategies for improving operational efficiency and effectiveness. [Chapter 11](#) outlines the strategies for financial management of the Utility and maintaining equitable rates that promote waste reduction and recycling. The [Appendix](#) contains the detailed studies prepared by Green Solutions and Cascadia Consulting Group.



## Chapter 2 – Planning for Zero Waste

This chapter gives the rationale for aiming towards Zero Waste and illustrates the relationship between the City’s two long-term goals of waste reduction and increased diversion of recyclable and compostable materials.

Zero Waste has been defined as “a philosophy and a design principle for the 21st Century.” It includes recycling, but goes beyond recycling by taking a whole-system approach to the vast flow of resources and waste through human society.

“Zero Waste maximizes recycling, minimizes waste, reduces consumption and ensures that products are made to be reused, repaired or recycled back into nature or the marketplace.”<sup>2</sup>

The ever-increasing quantity of waste is a global problem, resulting from a growing population and the spread of consumer values and consumption. Society generally supports exploitation rather than conservation of raw materials and non-renewable natural resources.

Increased consumption and insufficient conservation result in air and water pollution, environmental exposure to toxic materials, and rising greenhouse gas emissions. Because manufacturers are not accountable for the costs of managing products at the end of their life, they have no incentive to make end-of-life management cheaper or more environmentally sustainable.

The movement towards Zero Waste is a response to the environmental, economic and operational issues created by increasing waste:

- Zero Waste strategies consider the whole life cycle of a product and ways to reduce waste in “upstream” production and distribution processes, as well as in “downstream” consumer choices and waste management practices.
- Zero Waste strategies support operational efficiency by reducing the overall amount of waste to be handled, and by facilitating shared public and private responsibility for end-of-life waste management.

### 2.1 Zero Waste: the Ultimate Goal

The contemporary Zero Waste paradigm imagines a future when “waste” is considered an inefficient use of resources. As a result, less waste will be generated and discarded, and the remaining discarded material will be reused, recycled or composted.

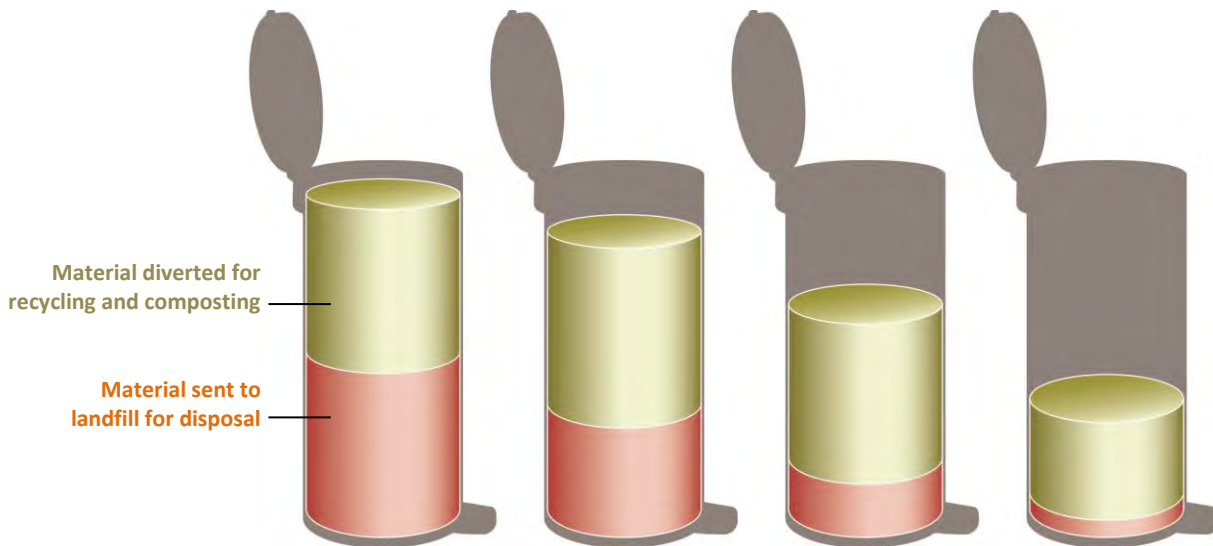
**Figure 2-1** illustrates the parallel goals of Olympia’s long-term Zero Waste strategy:

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<sup>2</sup> Grassroots Recycling Network, 2015 - <http://www.grn.org/page/what-zero-waste>

- Reducing the total quantity of discarded material. The total “pile” of waste generated – everything “thrown away” or discarded – gradually shrinks over time.
- Recycling and composting the remaining discarded material. Of the shrinking pile of waste, the amount of material disposed in a landfill also shrinks as more and more material is recycled or composted.

Figure 2-1 Moving Toward Zero Waste



## 2.2 Waste Management — from Dump to Zero Waste.

For most of human history, little was wasted; anything discarded was organic and decomposed readily. In recent centuries, usable items were often gleaned from the dumps by “rag and bone men” with their carts. Then local governments began managing solid waste initially for public health purposes – literally to get garbage out of the street. Waste was collected and hauled to empty spaces where it was dumped.

### Early 1900s to 1980

Figure 2-2 Linear Production to Disposal Model



This basic linear paradigm continued into the 1960s, and many of today’s facilities, such as transfer stations, were designed to support a system of collection and disposal.

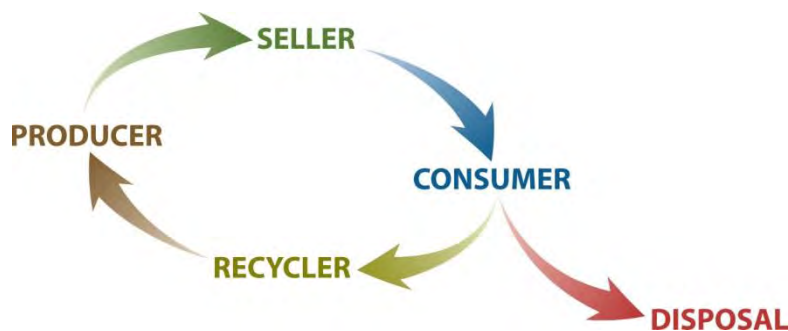
However, products and materials changed, and especially after World War II, toxic chemicals and plastic products became commonplace. Unlined, uncontrolled dumps leaked toxic materials into the environment, spawning federal regulations in the early 1970s to mandate proper management of landfills and cleanup of old ones.

People also became increasingly aware that the large quantity of waste going to landfills was not only a waste of materials, but also a waste of money. They realized that non-renewable raw materials were being mined at a great rate, and thrown into landfills or incinerators. The concept of recycling took on a new importance.

### *1980s to Present*

During the 1970s, small-scale private recyclers in Washington began providing drop sites and the occasional collection program. Then in 198, the Washington State Legislature passed the **Waste Not Washington Act** requiring local governments to prepare solid waste plans, and to incorporate waste reduction and recycling as the highest waste management priorities.

Figure 2-3 Traditional Recycling Model



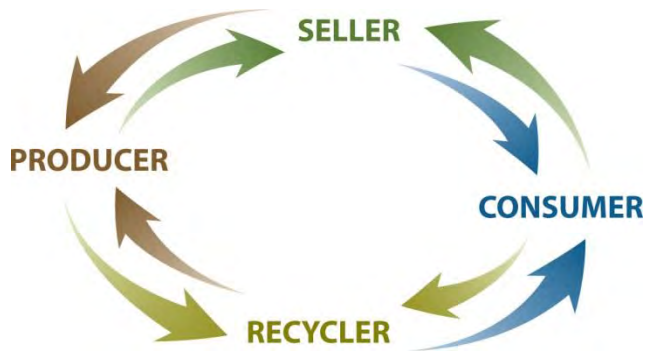
The paradigm shifted to a more circular system where at least some discarded materials were separated for composting and recycling. The three “R’s” of Reduce, Reuse and Recycle were considered the three-legged stool of waste management.

### *21<sup>st</sup> Century*

Today’s paradigm builds on the “3Rs” and the circular model. Zero Waste envisions a completely closed-loop, “cradle-to-cradle” system where no material is “wasted.”

The 3Rs paradigm, like the linear model, focused on managing wastes at the end of a product’s lifecycle – or “downstream.” Achieving Zero Waste depends on consumer behavior and choice, and on systems for handling discarded products and materials, but more importantly on the way products are manufactured and marketed in the first place – “upstream.” Zero Waste can only work if products are made more recyclable, if toxic and non-recyclable components are eliminated, and if producers and manufacturers work with public agencies to provide systems for people to reuse and recycle efficiently.

Figure 2-4 Closed-loop Recycling system



See [Chapter 4, Section 4.1](#) for a review of how this process developed historically in Thurston County.

### 2.3 Benefits of Moving toward Zero Waste

Reducing overall waste generation and diverting the remaining discards from disposal to recycling or composting has environmental, public health and economic benefits. Conventional production processes extract raw materials and use them to manufacture products. Recycling and reuse replaces the raw material extraction stage by providing a recycled feedstock for manufacturing. The process is made easier with an upstream approach, which focuses on products and packaging being designed with recycling and reuse in mind. The environmental and economic benefits of waste prevention are similar to the benefits of recycling, but even greater.

#### *Environmental Benefits*

- **Reduced greenhouse gas emissions.** Every ton of mixed recyclables that is recycled instead of going to the landfill means roughly three fewer tons of carbon dioxide entering the atmosphere.<sup>3</sup>
- **Reduced energy and water consumption.** Energy and water are resources that are used at every step of the manufacturing process. Production with recycled materials uses significantly less energy and water than using virgin material feedstock.
- **Reduced air and water pollution.** Emissions to the environment that have detrimental impacts on terrestrial and aquatic ecosystems and human health are less when recycled materials are used in the production process.<sup>4</sup>
- **Reduced resource depletion.** Recycling creates a loop, which can be repeated, whereas the traditional path is a dead end because it depends on continually obtaining raw materials by exploiting natural resources – many of which are non-renewable. Non-

<sup>3</sup> US EPA Waste Reduction Model, known as WARM.

<sup>4</sup> Morris, 2004

renewable resources, such as iron ore, oil and bauxite (raw material for aluminum) become harder to extract as they are used up, resulting in greater impacts of extraction and higher costs. Eventually, if this practice continues, non-renewable resources will be completely depleted.

### *Economic Benefits*

- **Job creation.** Recycling has been shown to add value to the U.S. economy by creating jobs. According to one study, the refuse industry employed approximately 666,000 workers in 2008; 500,000, or 75 percent, were in jobs related to recycling. By 2030, jobs related to recycling could exceed well over 1.5 million.<sup>5</sup>
- **Other economic benefits.** Zero Waste strategies applied widely could result in significant economic benefits both locally and globally. These include the economic value of reducing the kinds of environmental impacts described above, creating jobs and saving waste management costs for individuals and businesses.

In the short term, Olympia's residents and businesses can save on their garbage bills by implementing Zero Waste practices. Landfill disposal costs at the Waste and Recovery Center (WARC) are approximately \$119 per ton (Fall 2014) and are expected to increase. For each additional ton of material recycled or composted, the City saves between \$75 and \$100 of disposal costs. Every ton of waste not generated in the first place saves the City \$119 in disposal costs. These savings, minus any increased labor and equipment costs, help control costs to ratepayers.

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<sup>5</sup> More Jobs, Less Pollution: Growing the Economy in the U.S., prepared by Tellus Institute with Sound Resource Management. [http://docs.nrdc.org/globalwarming/files/glo\\_11111401A.pdf](http://docs.nrdc.org/globalwarming/files/glo_11111401A.pdf)

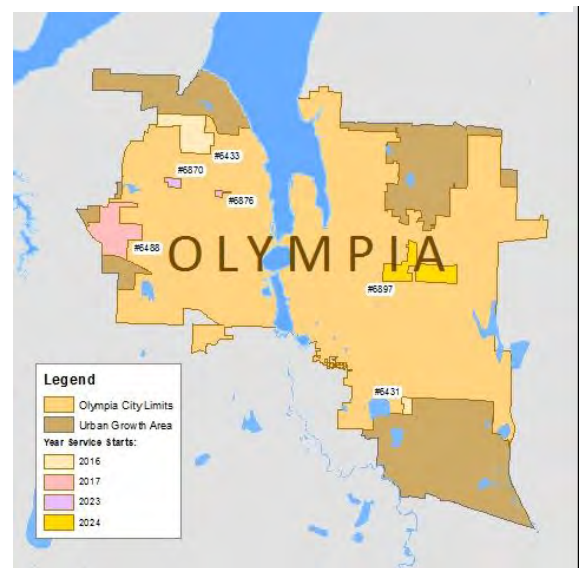
## Chapter 3 – Olympia’s People and Their Waste

This chapter describes trends in population and land use that affect the City’s ability to reduce waste, increase recycling and composting, and manage collection services efficiently. It also presents basic facts and trends about waste generated by Olympia residents and businesses, and opportunities for diverting more recyclable and compostable materials from the landfill.

### 3.1 Population and Customers

Figure 3-1 City Collection Boundaries, 2014

The City provides garbage and recycling collection services to nearly all areas within City limits. A transition period of up to 10 years is provided to the private companies when new areas are annexed into the City. **Figure 3-1** shows the City limits with annexed areas and the respective dates the City will assume solid waste collection.



Between 2005 and 2013, population within the City grew by almost 12 percent, from 43,330 to 48,480 – an annual growth rate of about 1.5 percent. The Thurston Regional Planning Council (TRPC) projects an annual 1.5 percent growth rate over the next 25 years to a population of about 67,730 by 2035. Olympia’s population is expected to increase about 1.7 percent to around 54,600 by 2020.

#### Growing Customer Base

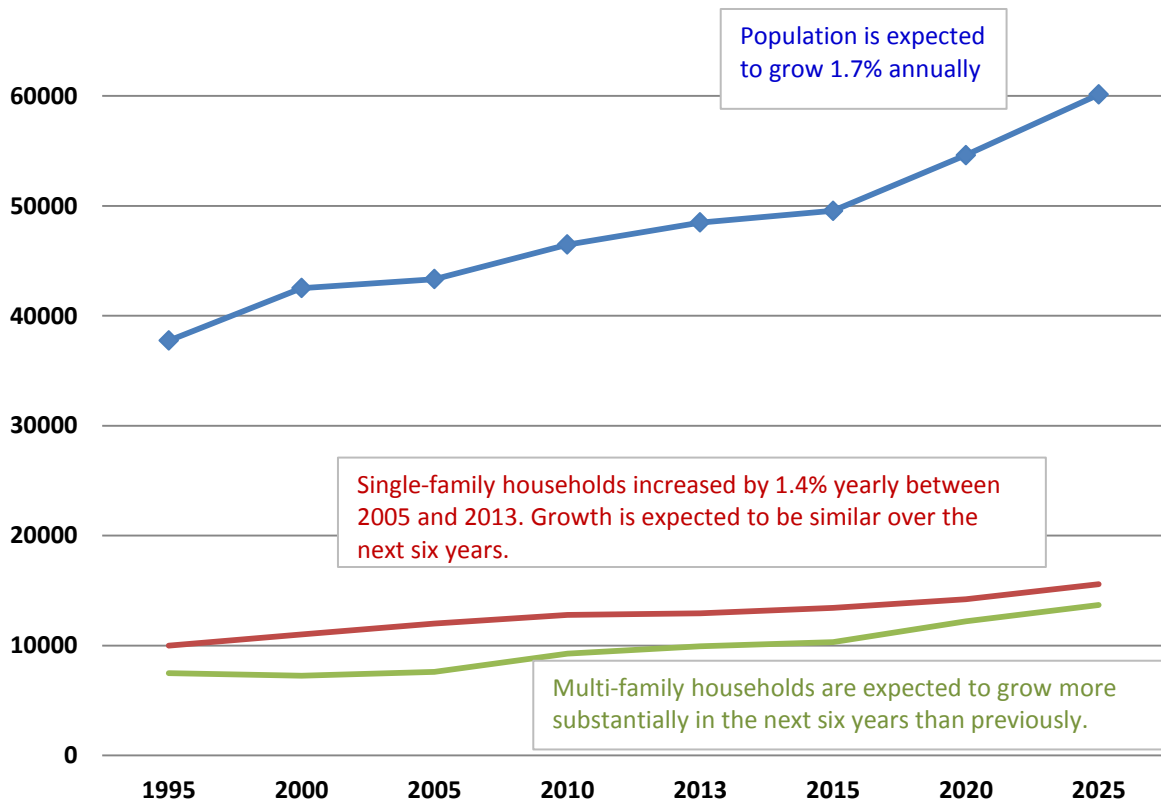
As population increases, a corresponding increase in Utility customers and waste generation can be expected. Overall, the number of housing units served by residential side-load trucks is projected to increase 1.4 percent per year. The number of multi-family housing units serviced by commercial type trucks is projected to increase 2.2 percent each year (**Appendix 5, Residential and Commercial Collection Service Studies**, Table 19, pages 47 and 48). The increase in multi-family households will affect the way Olympia collects its waste (see **Chapter 5**). Projected growth in population and households is shown in **Figure 3-2**.

Annexations completed in 2007 are expected to result in about 400 additional single-family dwelling units in 2017. Growth from small development and infill may add an additional 100 to 200 single-family dwelling units annually. Growth in the commercial sector is more difficult to predict, due to lack of historical data and the fact that businesses open, close and change

use at any given site. Commercial growth is assumed to follow somewhat closely with the residential trends on a percentage basis.

Based on these projections, this Plan assumes approximately 1,000 new single-family residential customers will request garbage and recycling service from the City by 2020; plus about 1,300 to 1,700 new multi-family housing units serviced by commercial type trucks (Appendix 5, Table 20, page 49). With on-going route balancing and efficiencies, such as one-side road collection and the current level of service, this Plan assumes the Utility can absorb this increase with the same number of collection personnel and vehicles for the next two years. If organics were bundled with garbage service, an additional truck and driver would be needed. Currently, Waste ReSources uses one of two spare trucks part time; by 2020 the Utility would be down to one spare truck, if another is not added (Appendix 5, page 21).

Figure 3-2 Population and Number of Households, 1995 to 2025



### Demographics

According to TRPC’s most recent data (2013), over 77 percent of Thurston County’s population growth is people migrating from other areas. Employment stability, lower housing costs and lower density are considered the main attractions.<sup>6</sup>

<sup>6</sup> TRPC, 2013.

People 55 and older account for 20 percent of Olympia’s population. Seven percent are aged 65 and older and make up a growing segment of the County’s population. People in this age group tend to live on fixed incomes and are considered to be relatively sensitive to cost increases and diligent about recycling and resource conservation.

Language is an important consideration when developing programs and outreach materials. People in about 13 percent of Olympia households speak a language other than English at home. A small portion (2.7 %) are linguistically isolated, meaning no one in a household older than 14 speaks English at all or very well. Spoken languages include Asian and Pacific Island (5.2%), Spanish (4.7%), other Indo-European (2.6%) and other (0.05%).

### *Employment*

Employment can be a convenient indicator of the need for waste management services in the business sector. TRPC estimated that in 2010 an estimated 51,315 people worked in Olympia – a slight decrease from 2003. Of these, more than half worked in retail and service businesses, and over one third in government and schools. Total employment is expected to grow to nearly 70,000 by 2035.<sup>7</sup> The biggest increase is expected in professional, education, health, financial and food services. These sectors typically are large generators of paper and food scraps.

## **3.2 Waste Generation and Diversion**

This section describes the total “pile” of waste that Olympia residents and businesses now generate, and the portion of that “pile” that is currently and potentially diverted through recycling and composting programs. As discussed in [Chapter 1](#) and [Chapter 2](#), the City’s Zero Waste vision aims to eventually reduce the size of the overall “pile” of waste and increase the portion that is recycled or composted.

In Thurston County, all waste that is not diverted from the landfill is taken to the County’s Waste and Recovery Center ([WARC](#)) at Hawks Prairie in Lacey. From there, it is shipped by rail to the regional landfill in Klickitat County. See [Chapter 5](#) for details on the collection and processing of garbage and recyclable and compostable materials.

### *What Is Waste?*

In order to pursue the City’s Zero Waste vision, this Plan addresses all Municipal Solid Waste ([MSW](#)), recyclables and compostable debris generated by Olympia residents and businesses, regardless of whether the material is collected by the City or private companies, or whether it is self-hauled to disposal or recycling collection centers. It does not address dangerous wastes, biomedical wastes, or other wastes with special regulatory requirements, although the City can exert influence on these other wastes through regulation, education, advocacy, and direct service.

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<sup>7</sup> TRPC, 2013.



Municipal solid waste is a mixture of discarded items and materials that have not been separated for recycling or composting. Because people are not 100 percent efficient at separating out recyclables, their MSW usually contains recyclable materials and yard debris that have been discarded with other trash.

Recyclable materials include the traditional “curbside” items such as paper, cardboard, bottles and cans. However, anything that can be “transformed or remanufactured” into “usable or marketable materials” is considered recyclable. Other materials often recycled include ferrous and non-ferrous metals, gypsum, textiles, and food debris. Products such as computers and rechargeable batteries are also considered recyclable where a take-back program is available.

Construction and demolition (C&D) debris is often identified as a separate waste category because of the way it is generated. However, it is essentially a component of MSW. Some C&D materials are discarded into ordinary residential and commercial garbage containers; for example, waste from small remodels and repairs. Large quantities of C&D debris generated at construction sites are usually placed into rented dumpsters and sent to the landfill. If C&D materials such as wood, concrete or metal are separated for recycling, they are counted as recyclables, not MSW.

### *How Much Waste Is Generated?*

In 2013, Olympia’s residents and businesses generated approximately 36,853 tons of waste. This does not include garbage, recyclable and organic materials collected by private companies, self-hauled to WARC or collected from the Capitol Campus.

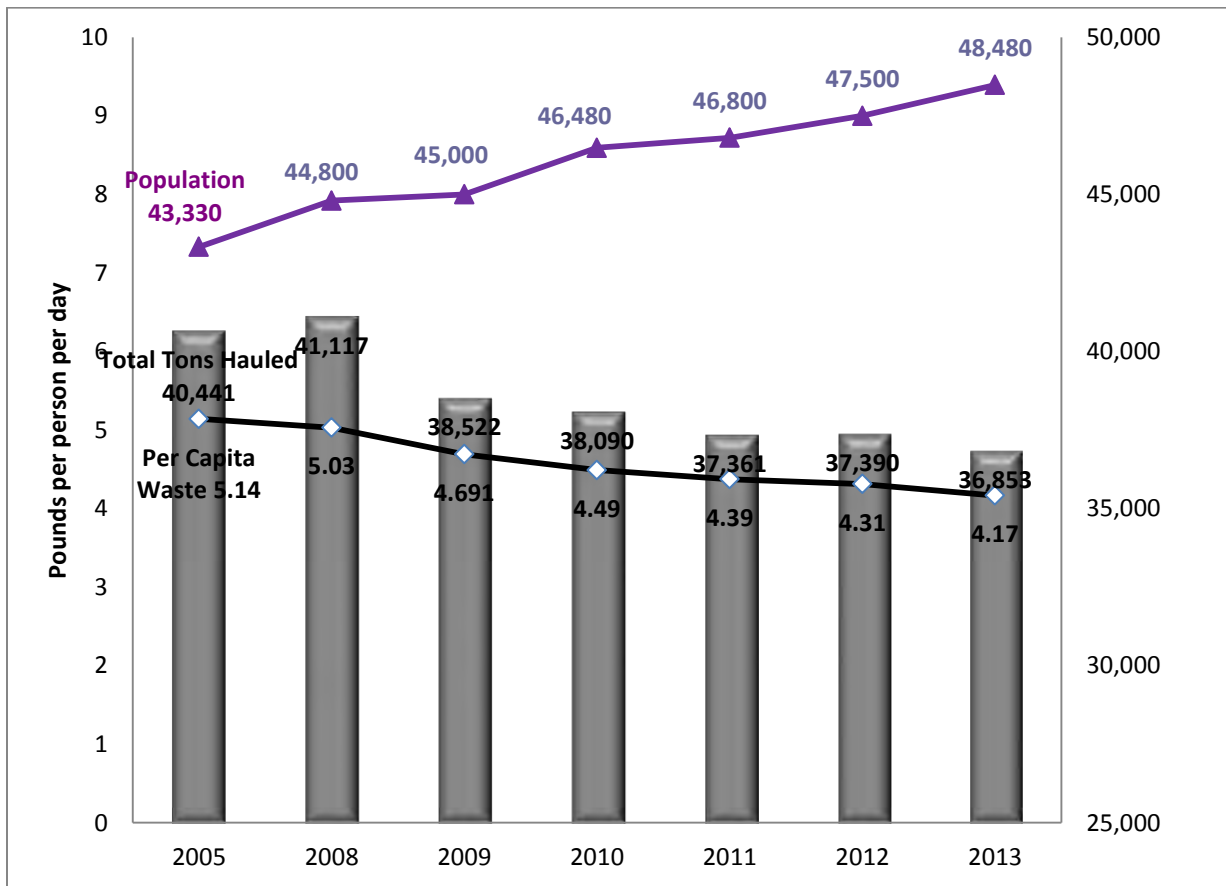
Figure 3-3 shows the changes in waste generation and population between 2005 and 2013, based on what Olympia hauls and can accurately measure (excludes commercial recycling hauled by private companies). While population increased by 11.5 percent, total waste hauled by Olympia declined by 8 percent. Within that overall trend, garbage decreased by 30 percent, organics increased by 60 percent and recycling decreased by 8 percent

By comparison, between 1999 and 2013, residential waste increased overall by 9 percent, while population increased by 16 percent. During this period, trends varied by waste stream, with garbage decreasing by 18 percent, organics increasing by 74 percent, and recycling increasing by 7 percent.

Waste per capita was 4.21 pounds per day in 1999, peaked at 5.14 pounds in 2005 and decreased to 4.17 pounds in 2013.

The sharp decline shown between 2008 and 2009, during the Great Recession, is reflected in both statewide and national data and illustrates the effect of the economy on waste generation.

Figure 3-3 Waste and Population



**How Much Waste Is Recycled and Composted?**

The primary goals of this Plan are to continue reducing the total quantity of material discarded (waste) and increasing the portion of waste that is recycled or composted.

Of the 36,853 tons of waste collected by the City in 2013, 29 percent (or about 10,960 tons) were recyclable and compostable materials diverted from the landfill. This increase from 20 percent in 2005 falls short of the 65 percent goal set in the 2008 Plan. Still, the overall trend is upward.

Recycling rates are calculated by dividing the sum (by weight) of recyclable and organic materials by the sum of garbage, recyclable and compostable materials. Recycling rates can be affected by a number of factors, many of them beyond the control of Waste ReSources. The types and weights of packaging continue to evolve and change. Beverage containers get lighter, newspapers have fewer pages, and non-recyclable lightweight flexible packaging replaces heavier recyclable rigid containers. Consumer purchasing habits and economy also play a role. The decline in the recycling rate from 2010 to 2011 was likely influenced by a combination of these factors.

Table 3-1 shows the quantities and percentages of recyclable and organic materials and trash hauled by City crews from single-family, multi-family and commercial customers. Trends are illustrated in Figure 3-4.

Table 3-1 Olympia Waste Hauled, 2005-2013

	2005	2006	2007	2008	2009	2010	2011	2012	2013
Single-family Recycling	4,680	4,956	4,778	4,778	4,526	4,253	4,176	3,260	3,944
Single-family Organics*	3,763	3,664	3,821	4,125	4,708	5,268	4,937	5,286	5,365
Residential Trash	7,379	7,117	7,166	6,955	6,564	6,365	6,750	6,579	6,227
<b>Total Single-family Residential</b>	<b>15,822</b>	<b>15,737</b>	<b>15,765</b>	<b>15,858</b>	<b>15,796</b>	<b>15,886</b>	<b>15,866</b>	<b>15,824</b>	<b>15,536</b>
<b>Single-family Recovery Rate</b>	<b>53%</b>	<b>55%</b>	<b>55%</b>	<b>56%</b>	<b>58%</b>	<b>60%</b>	<b>57%</b>	<b>58%</b>	<b>60%</b>
Multi-family Recycling	415	420	440	450	468	744	651	690	734
Multi-family Organics**	0	0	0	0	0	0	0	0	0
Multi-family Trash	4,894	4,736	4,691	4,598	4,511	4,503	4,082	4,166	4,324
<b>Total Multi-family</b>	<b>5,309</b>	<b>5,156</b>	<b>5,131</b>	<b>5,048</b>	<b>4,979</b>	<b>5,247</b>	<b>4,733</b>	<b>4,856</b>	<b>5,058</b>
<b>Multi-family Recovery Rate</b>	<b>8%</b>	<b>8%</b>	<b>9%</b>	<b>9%</b>	<b>9%</b>	<b>14%</b>	<b>14%</b>	<b>14%</b>	<b>15%</b>
Commercial Recycling***	0	0	0	0	0	4	107	12	0
Commercial Organics	59	192	245	412	528	694	719	796	917
Commercial Trash	24,470	22,496	21,852	19,899	17,312	16,398	16,018	15,933	15,342
<b>Total Commercial</b>	<b>24,529</b>	<b>22,688</b>	<b>22,097</b>	<b>20,311</b>	<b>17,840</b>	<b>17,096</b>	<b>16,844</b>	<b>16,741</b>	<b>16,259</b>
<b>Commercial Recovery Rate</b>	<b>0%</b>	<b>1%</b>	<b>1%</b>	<b>2%</b>	<b>3%</b>	<b>4%</b>	<b>5%</b>	<b>5%</b>	<b>5%</b>
<b>Total Recycling</b>	<b>5,095</b>	<b>5,376</b>	<b>5,218</b>	<b>5,228</b>	<b>4,994</b>	<b>5,001</b>	<b>4,934</b>	<b>4,661</b>	<b>4,678</b>
<b>Total Organics</b>	<b>3,822</b>	<b>3,856</b>	<b>4,066</b>	<b>4,537</b>	<b>5,236</b>	<b>5,962</b>	<b>5,656</b>	<b>6,082</b>	<b>6,282</b>
<b>Total Trash</b>	<b>36,743</b>	<b>34,349</b>	<b>33,709</b>	<b>31,452</b>	<b>28,387</b>	<b>27,266</b>	<b>26,850</b>	<b>26,678</b>	<b>25,893</b>
<b>Totally Olympia</b>	<b>45,660</b>	<b>43,581</b>	<b>42,993</b>	<b>41,217</b>	<b>38,617</b>	<b>38,230</b>	<b>37,440</b>	<b>37,421</b>	<b>36,853</b>
<b>Total Recovery Rate****</b>	<b>20%</b>	<b>21%</b>	<b>22%</b>	<b>24%</b>	<b>26%</b>	<b>29%</b>	<b>28%</b>	<b>29%</b>	<b>29%</b>

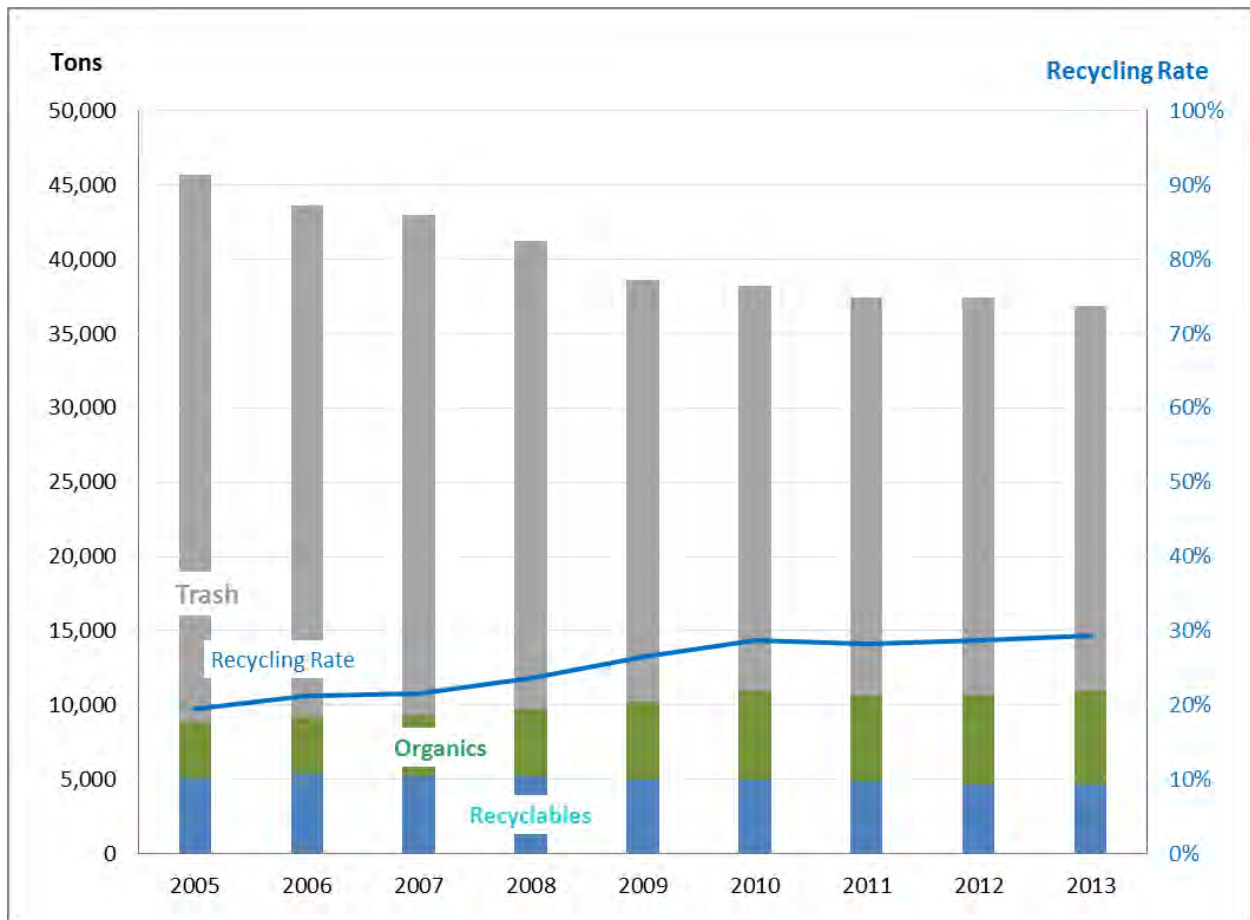
\* Residential organics includes the City drop off site.

\*\* A small amount of organic material is collected in multi-family waste, but those tons are not yet separated out and are counted as part of residential single-family waste.

\*\*\* Commercial recycle tons shown are from materials collected in drop boxes.

\*\*\*\* Total recovery rate excludes commercial recycling collected by private haulers.

Figure 3-4 Trends in Resource Recovery, 2005 to 2013



### Commercial Recycling and Composting

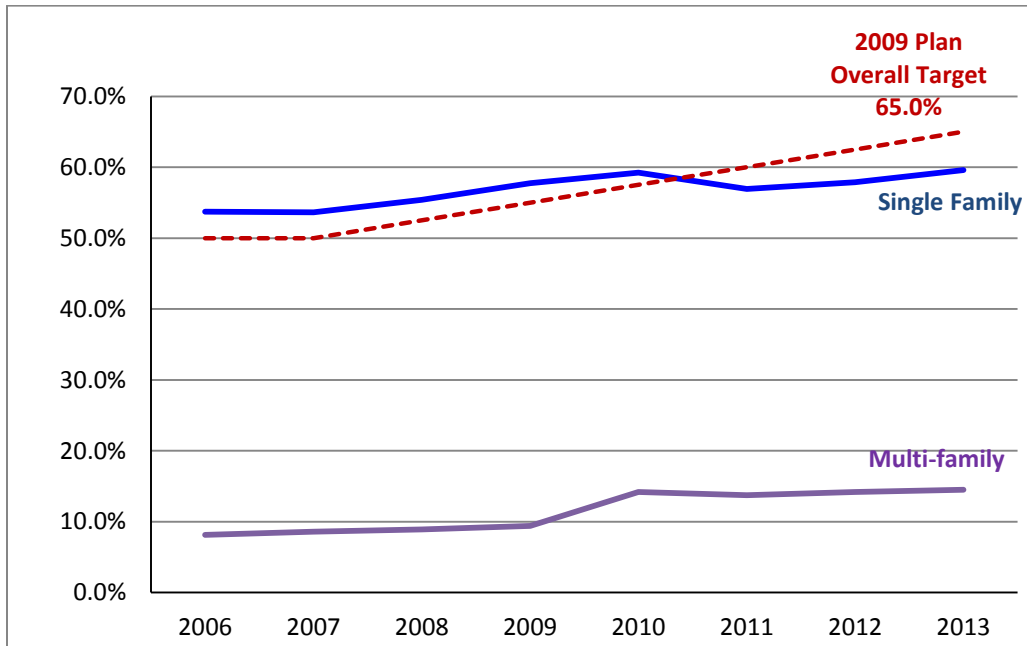
The majority of commercial recycling is collected by private companies and not reported to the City; data collected by the State is not broken down by jurisdiction. Because of this, it is not possible to know how much recyclable material is generated and collected from Olympia businesses. Of the waste collected by City crews from commercial customers, the recovery rate for commercial recyclables and compostable material increased from zero to 5 percent during 2005 to 2013. The *Residential and Commercial Collection Service Studies* (Appendix 5, pages 97 and 98) estimated that the total commercial recycling rate is between 11 and 51 percent.

### Residential Recycling and Composting

Olympia does have good data on residential recycling, as detailed in Table 3-1. Trends for single-family and multi-family customers are shown in Figure 3-2. During 2005 to 2013, the recovery rate for single-family households increased from 53 percent to 60 percent. The recovery rate for recycling by multi-family households nearly doubled, from 8 percent to 15

percent. The sharp increase in between 2008 and 2009 can be attributed to the City’s requirement that new multi-family properties provide space and containers for recycling. To this point, Olympia’s most significant influence over its recycling rate has been to make it convenient, while providing education and rate incentives.

**Figure 3-5 Residential Recycling Rates, 2006 to 2013**



### *Who’s Generating the Waste?*

As shown in **Figure 3-6**, the commercial sector accounts for more than half (59%) of the waste sent to the landfill from Olympia. **Table 3-2** breaks down in detail the types of waste generated by customer class, number and type of receptacles, total tonnage, number of customers and hauler (City and/or private).

Figure 3-6 Waste Generation by Customer Type

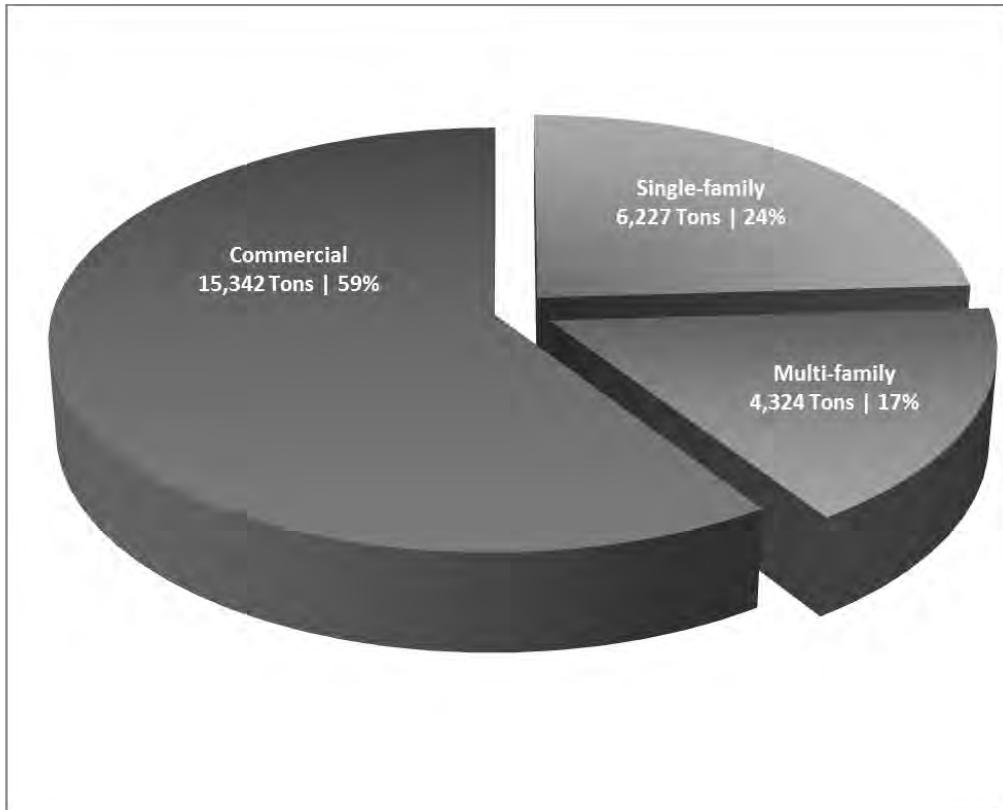


Table 3-2 Olympia Waste and Customer Data

Waste Type	Waste Generator	Receptacle Type*	Receptacles 2013	Total Tons 2013	Customers 2013	Hauler
Residential garbage	Single-family dwellings	Carts	13,885	6,230	12,915	City
	Multi-family dwellings	Sometimes carts, mostly dumpsters, drop boxes and compactors	Carts included with single-family and dumpsters included with commercial	4,325	147	City
Residential recyclables*	Single-family dwellings	Carts	12,969	3,950	12,009	City
	Multi-family dwellings	Carts	1,134	734	135 (-8,000 households)	City
		4 cubic yard dumpsters (cardboard)	53	73	39	City
Residential organics	Mostly single-family	Carts	7,487	5,240	7,487	City
Commercial garbage***	Businesses, institutions, government agencies, etc.	Carts/Cans	Included below in dumpster	Included below in dumpster	276	City
		Dumpsters	1,378	8,390	906	—
		Drop boxes and compactors	Permanent - 101 Temporary - 60 (average)	6,950	Permanent - 101 Temporary - 60	City
Commercial recyclables	Businesses, institutions, government agencies, etc.	Various	Private Unknown City picks ups 73 containers at City Buildings	Private Unknown Tons collected by City not calculated	City buildings - 11 Private Unknown	Private recyclers and City
Commercial Organics	Businesses	Dumpsters and carts		400	City 53 Private	City and Private
Commercial Organics	Mostly businesses	Drop boxes	30	300	18	City
<b>Total Generation</b>				36,853		
<b>Total Recycling</b>				10,960		

\* For operational reasons, the City of Olympia tracks garbage collection on the basis of container type - cart, dumpster or compactor, as well as customer type.

\*\* Includes all “traditional” curbside materials: mixed paper, newspaper, cardboard, glass bottles and jars, aluminum cans, tin cans, PET and HDPE plastic bottles, and milk cartons.

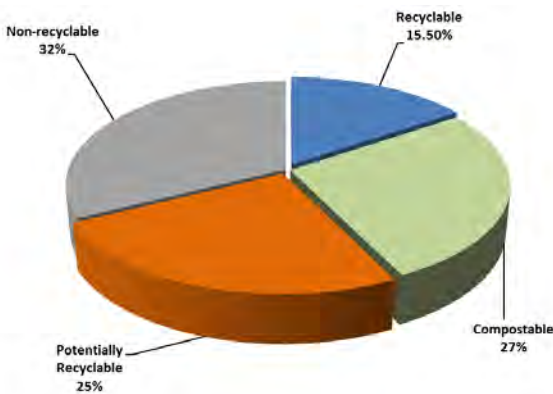
\*\*\* Excludes garbage from the Capitol Campus and materials self-hauled to the WARC.

### 3.3 Waste Composition and Potential for Diversion

Thurston County regularly measures what materials are going to the landfill as garbage, and Olympia participates in these waste sort studies. These percentages are useful because they help estimate the quantities of recyclable materials that could be removed from Olympia’s garbage and recycled or composted instead. (See [Appendix 2, Waste Characterization Study](#))

[Figure 3-7](#) and [Table 3-3](#) summarize how much material taken to the landfill is recyclable or compostable. About 42.5 percent of the waste being landfilled is recyclable or compostable in current programs. This figure does not include materials considered potentially recyclable but for which collection programs do not currently exist.

**Figure 3-7** Composition of Olympia's Garbage, 2014



**Table 3-3** Recycling and Composting Potential

<b>Recyclables currently collected</b>	Newspapers, magazines, junk mail, cereal boxes, other mixed papers, cardboard, aluminum and tin cans, plastic bottles, jugs, dairy tubs, buckets and flower pots, milk and juice cartons, glass bottles and drink boxes.	15.5%
<b>Organics currently collected</b>	Yard waste, food scraps and food-soiled paper	27.2%
<b>Recyclable through self-haul or special programs</b>	Metals, textiles, film plastic, some wood and construction debris and electronic waste	24.9%
<b>Non-recyclable</b>	Materials that are unlikely to be recyclable in the near future (e.g. certain types of paper, many plastics and certain types of glass).	32.4%
<b>Total garbage from Olympia</b>		100%



Table 3-4 and Table 3-5 show the breakdown of Olympia’s garbage in more detail, based on Thurston County’s 2014 waste sort (Appendix 2).

Table 3-4 Summary of 2014 Waste Composition Study for City of Olympia Materials

Table 3-4 shows the how the composition of Olympia’s garbage changed between 2008 and 2014. These data represent all Olympia garbage sent to the landfill.

Overall, the changes are not too dramatic. One has to be careful in drawing too many conclusions from percentages alone. A slight shift in a heavy material can result in a major percentage shift somewhere else.

Shaded areas highlight currently recyclable and compostable materials and potential recyclable materials that could be diverted from the landfill.

Materials marked with an asterisk (\*) are currently collected at curbside in Olympia.

	2008	2014
<i>Paper</i>	17.8%	18.6%
Newspaper*	1.4%	0.8%
Cardboard*	3.4%	3.6%
Other recyclable paper*	5.9%	6.2%
Compostable paper	4.5%	5.4%
Non-recyclable paper	2.6%	2.7%
<i>Plastic</i>	14.6%	14.7%
Plastic bottles*	1.4%	1.6%
Film and bags	4.6%	6.4%
Other plastic	8.6%	6.7%
<i>Wood and C&amp;D</i>	23.1%	9.8%
Wood	14.2%	6.5%
C&D	8.9%	3.3%
<i>Glass</i>	3.7%	3.7%
Glass bottles*	2.7%	2.1%
Other glass	.5%	1.6%
<i>Organics</i>	18%	21.8%
Food waste*	13.6%	19.8%
Yard waste*	4.4%	2.0%
<i>Metal</i>	6.7%	5.5%
Aluminum cans*	0.4%	0.5%
Tin cans*	0.7%	0.7%
Other metals	5.6%	4.3%
<i>Other</i>	15.4%	21.7%
Disposable diapers	1.6%	3.0%
Textiles	2.5%	3.8%
Carpet and padding	1.3%	0.6%
Miscellaneous	10%	14.8%
<i>Special Wastes</i>	1.8%	3.6%
Animal excrement	1.2%	2.9%
Other special waste	0.6%	0.7%

Table 3-5 gives the details for single-family, multi-family and commercial customers. The percentages from the 2014 Thurston County Waste Composition Study are multiplied by the total waste generated in Olympia in 2013 to give the estimated amount of waste by material for each sector.

Table 3-5 Waste Composition by Customer Type

		Single-family Garbage		Multi-family Garbage		Commercial Garbage	
		Percent	Tons	Percent	Tons	Percent	Tons
Currently recyclable	Newspaper, cardboard and other recyclable paper	6.3%	389	11.3%	489	0.12	1,841
	Plastic bottles & Tubs	1.1%	68	2.8%	121	2%	230
	Aluminum and tin cans	1.1%	71	2.2%	95	1%	123
	Glass bottles	2.6%	160	3.6%	156	2%	245
Currently compostable	Yard debris	2.9%	178	1.0%	43	2%	291
	Food waste	25.8%	1,608	20.7%	895	17%	2,639
	Food-soiled paper	4.4%	271	3.3%	143	6%	982
	<b>Subtotal</b>	<b>44.1%</b>	<b>2,747</b>	<b>44.9%</b>	<b>1,941</b>	<b>41.4%</b>	<b>6,352</b>
Potentially recyclable	Other metals,	3.7%	230	3.1%	134	4.9%	752
	Wood and C&D debris	3.2%	199	7.1%	307	13.1%	2,010
	Plastic film and bags	7.0%	436	4.9%	212	6.6%	1,013
	E-waste	0.1%	6	2.4%	104	0.3%	46
	Textiles and carpet	5.7%	355	8.3%	359	2.8%	430
	<b>Subtotal</b>	<b>19.70%</b>	<b>1,227</b>	<b>25.8%</b>	<b>1,116</b>	<b>27.7%</b>	<b>4,250</b>
Non-recyclable	Certain types of paper	2.2%	137	1.9%	82	3.0%	460
	Many plastics	5.5%	342	4.9%	212	7.60%	1,166
	Certain types of glass	0.4%	25	0.5%	22	2.30%	353
	Other (special waste, diapers, misc.)	28.1%	1750	22.1%	956	18.00%	2,762
	<b>Subtotal</b>	<b>36.20%</b>	<b>2,254</b>	<b>29.4%</b>	<b>1,271</b>	<b>30.9%</b>	<b>4,741</b>
<b>Total</b>	<b>Total</b>	<b>100.02%</b>	<b>6,228</b>	<b>100.10%</b>	<b>4,328</b>	<b>100.00%</b>	<b>15,342</b>

### 3.4 Summary of Diversion Potential

As discussed above, 42.7 percent of Olympia materials sent to the landfill is recyclable or compostable with current programs. This represents a significant potential for increasing the quantities of materials diverted from the landfill. Materials with the greatest potential are:

- Curbside and commercial recyclables.
- Food debris and compostable paper and yard waste.
- Metals, wood and C&D debris.
- Other potentially recyclable materials.

#### *Curbside and Commercial Recyclables*

An estimated 689 tons of single-family residential, 860 tons of multi-family residential, and 2,439 tons of commercial garbage are materials that are currently recyclable in either Olympia's curbside residential program, or in programs offered to businesses by private recyclers. In each of these sectors, over half of this material is newspaper, cardboard and recyclable paper.

One of the most straightforward ways to increase residential and multi-family recycling is to provide the opportunity and encourage people to recycle more of their waste. Commercial recycling collection is provided by the private sector and the City does not have information about the level of participation or amounts collected.

This clearly represents a major opportunity to increase diversion from the landfill. However, voluntary encouragement and outreach, while somewhat successful, have not resulted in a significant rise in recyclable material collected during the previous 2008-2013 Plan cycle.

#### *Food Debris, Compostable Paper and Yard Waste*

Food debris and compostable paper, along with some remaining yard waste, represents a significant opportunity for increased diversion; about 2,058 tons from single-family, 1,081 from multi-family and 3,912 from commercial waste.

#### *Metals, Wood and C&D Debris*

A significant amount of this material ends up in the garbage – 430 tons from residential, 441 tons from multi-family and 2,762 tons from commercial waste. However, not all of it is readily recyclable. Some metals, concrete and brick can sometimes be recycled locally, but other materials must be hauled to the Tacoma area or further. Private companies haul some C&D material to out-of-county processors, but the amount is not known and it is difficult to track. Because Thurston County lacks a mixed C&D waste processor, the economic and logistical hurdles for recycling this material remain high. The fee to empty a truckload of C&D

material needs to offset the higher transportation cost. Thurston County Solid Waste has no immediate plans to establish a separate C&D recovery center at the transfer station.

### *Other Potentially Recyclable Materials*

Markets exist in Washington for other materials, such as carpet and padding; various kinds of textiles; certain plastics, such as plastic bags and plastic film; and certain electronic waste. Collection of these materials is by self-haul and, in many cases, drop-off points are limited, not well-promoted or non-existent in Thurston County. Olympia could help increase recycling of these additional materials, by collecting materials at curbside or drop-off points, and providing information to residents and businesses about how to access these markets. The 2009 electronics waste recycling legislation (E-Cycle Washington) was recently amended to include more materials and give consumers a way to recycle computers, laptops, tablets, TV's, monitors, e-readers, and portable DVD players at no additional cost. Washington is a leader in developing product stewardship legislation and programs that makes manufacturers responsible for recycling difficult-to-recycle products.

## Chapter 4 – Waste Management in Olympia

The State of Washington requires each County to administer a solid waste system for its residents, including the development of a comprehensive solid waste plan.<sup>8</sup> The Thurston County Solid Waste Program is responsible for the overall administration of the County’s solid waste system, which all County residents and the City of Olympia rely on for garbage and hazardous waste disposal, and transfer of organic materials to composting.

The County operated a landfill near Hawk’s Prairie until 2000. It was closed just prior to reaching capacity and a transfer station was constructed to move garbage by truck and rail to Roosevelt Regional Landfill in Klickitat County. The County operates and maintains the transfer station and sets general policy for material management countywide.

Thurston County also establishes minimum service levels for unincorporated areas and cities who defer to the County program. Waste from these areas is collected by private haulers. The City of Olympia sets its own service levels and relies on Thurston County for final disposal of garbage and hazardous waste.

This chapter reviews the history of waste management in Olympia and Thurston County; organizational relationships and customer classes; and the legal and policy framework which the Waste ReSources Utility operates within.

### 4.1 History of Waste Management in Thurston County

The discussion below and [Table 4-1](#) review the chronology of key events leading up to the present.

#### *Waste Disposal*

From the early 1900s to the late 1960s, waste was dumped and burned at several sites. In 1935, the City began using an area on the Westside near Ascension Avenue, and at some point moved the landfill to Cooper Point Road and Black Lake Boulevard. This 13-acre site was used until 1968.

In the late 1940s, Thurston County began using a 140-acre site of an old quarry near Hawks Prairie for dumping and burning garbage. In 1972, the County dump at Hawks Prairie was converted to a landfill, meeting standards of the Federal Resource Recovery and Conservation Act (RCRA). As each section was filled, it was covered. The last 20-acre section was operated from 1991 until 2000, when it was capped; closure was complete by 2002. In May 2000, the site was renamed the Thurston County Waste and Recovery Center (WARC) and began being used as a transfer station.

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<sup>8</sup> Thurston County Solid Waste Plan, <http://www.co.thurston.wa.us/solidwaste/regulations/docs/PLAN.pdf> .

### *Garbage Collection*

The City of Olympia began collecting garbage in 1938 when Olympia City Commissioners passed Ordinance 2298 creating a Garbage Fund and a Garbage Department. Municipal service was initiated to ensure efficient collection of trash and to maintain public health and sanitary conditions throughout the City. For the next 50 years, the City focused on collection and disposal of garbage.

### *Recycling and Composting*

In the late 1980s, state and local efforts shifted to an emphasis on recycling and waste reduction, enacted into law with the passage of the Waste Not Washington Act in 1989.<sup>9</sup> Olympia initiated curbside recycling and yard debris collection in 1988.

A private yard waste composting facility in Thurston County began accepting food scraps in 2008. It was remodeled in 2012 to allow handling of larger quantities, while maintaining compliance for odor control and stormwater runoff. Organic waste delivered to the County transfer station is now sent to one of three composting facilities, depending on the type of material.

### *Solid Waste Planning*

In accordance with the requirements of the Waste Not Washington Act, Thurston County prepared its first Solid Waste Plan in 1981, with revisions in 1993.

In 1991, Olympia prepared its own plan, focusing on improving the existing refuse collection system and expanding waste reduction and recycling programs within the City. The primary objective of the Plan was to minimize operating costs, while maximizing services.

In 2007, the City adopted its first Utility Master Plan, *Moving Toward Zero Waste, Olympia's Waste ReSources Plan, 2008-2013*.

### *Toward Zero Waste*

**Figure 4-1** illustrates the general process of turning natural resources into products for consumption, recycling and disposal. **Figure 4-2** shows a close up of the current waste management process in Thurston County, with the goal of steadily reducing the quantity of waste sent to the landfill. Materials move on their way from manufacturer to customer to reuse (like a thrift store), recycling plant and eventually to new products. What's left over is disposed in a landfill. Details are in **Chapters 5** and **Chapter 6**.

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<sup>9</sup> <https://fortress.wa.gov/ecy/publications/publications/fwrrlc91109.pdf>

Figure 4-1 Resource Use, Recovery and Disposal

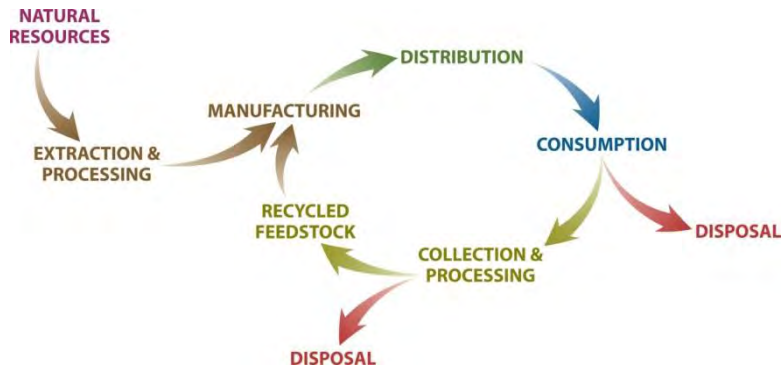
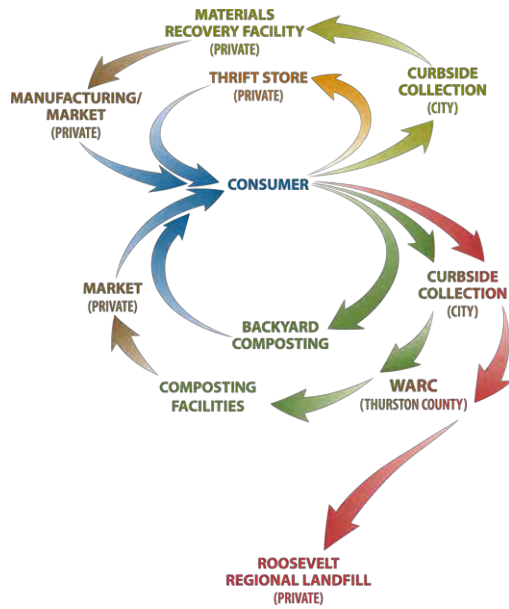


Figure 4-2 Waste Management in Thurston County



## 4.2 Organizational Relationships

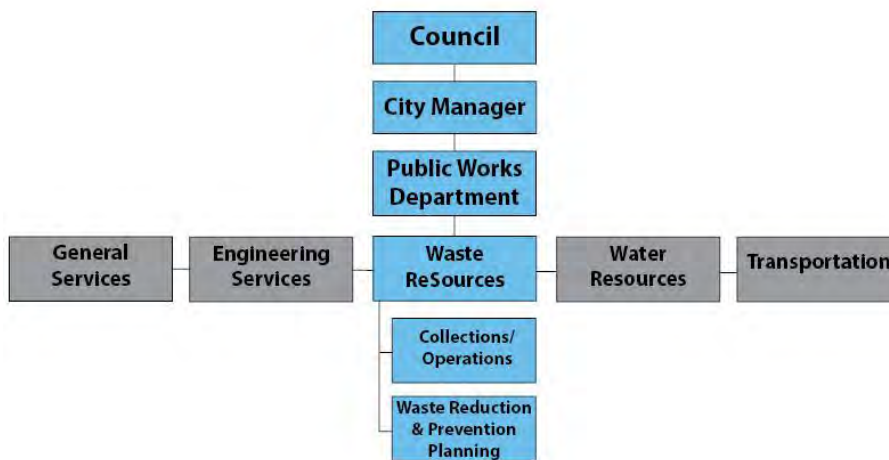
This section describes how the Waste ReSources Utility fits within the local and regional waste management system and the Public Works Department.

The City of Olympia has a Council/Manager form of government, with an elected City Council making policy decisions, and an appointed City Manager who oversees several departments, including Public Works.

### *Public Works Department*

The Public Works Department is organized into five Lines of Business, illustrated in [Figure4-3](#). This structure streamlines accountability and decision-making. Each line of business includes program and planning, as well as operations and maintenance, to create a cohesive unit for each type of work.

Figure 4-3 Olympia Public Works Organization



### *Waste ReSources Utility*

The Waste ReSources Utility is managed and funded as an enterprise fund, and therefore its financing is entirely self-supporting (see [Chapter 11](#)). Like other City utilities, Waste ReSources is responsible for its share of the City’s overhead expenses. These include a portion of City and Public Works administration, legal and administrative services, computer and telephone networks, fleet services, buildings, insurance, and billing and janitorial services.

The Waste ReSources Line of Business is comprised of two functional program areas:

1. Collection – operational staff responsible for day-to-day collection of solid waste and customer service (see [Chapter 5](#)).



2. Waste Prevention and Reduction – planning and program development staff responsible for strategic planning, policy formulation, and developing and maintaining education and outreach programs (see [Chapter 6](#)).

### 4.3 Customer Classes

Providing high-quality service to customers is a priority for Waste ReSources. The Utility provides garbage, recycling and yard waste collection services, generally within the incorporated City limits. The four major customer classes are listed below; each has a separate rate structure.

1. Large-volume waste generators for whom it is cost-effective to use a large container such as a drop box or compactor, either occasionally and short-term or frequently and long-term (161 customers in 2013, resulting in 2,636 hauls).
2. Single-family and smaller multi-family residents, who need frequent collection of relatively small volumes (12,915 customers in 2013).
3. Businesses and larger multi-family properties that need frequent collection of small, moderate and large volumes (1,200 customers in 2013).
4. Organics customers who generate regular, small and moderate volumes (7,800 customers in 2013).

Currently, private companies collect recyclables from businesses, independently of the City.

### 4.4 Legal and Policy Framework

This section describes the legal and policy framework within which Waste ReSources functions: federal, state and local laws and policies governing solid waste planning, handling and disposition, collection and transportation.

Olympia Municipal Code Title 13, Chapter 12 ([OMC 13.12](#)) gives the City's Public Works Department exclusive authority over collection of all residential and commercial garbage and residential recyclables. Commercial recyclable and organic materials are collected in an open competitive environment.

The key laws governing solid waste planning and management are:

- Federal Resource Conservation and Recovery Act ([RCRA](#), 1976 and 1984)
- Washington State Solid Waste Management Act (Chapter 70.95 [RCW](#))
- Thurston County Board of Health Rules
- Washington State Utilities and Transportation Commission (RCW 35.21.120)
- Special solid waste laws governing product stewardship, recycling and recovery

## *Solid Waste Planning*

Washington's primary solid waste management law is the Solid Waste Management Act (Chapter 70.95 RCW). It establishes the roles of local governments and the State in solid waste planning and management (70.95.020 RCW). The purpose of this part of the Act is "to establish a comprehensive statewide program for solid waste handling, and solid waste recovery and/or recycling which will prevent land, air, and water pollution and conserve the natural, economic, and energy resources of this state."

Each county is required to prepare a coordinated, comprehensive solid waste management plan looking ahead 20 years. Plans must include these elements:

- Inventory of current facilities and future facility needs.
- Program for developing needed facilities.
- Inventory and description of existing collection and operations systems, and needs for the future.
- Comprehensive waste reduction and recycling program.
- Cost assessment.

The Act also establishes waste management priorities, and requires that comprehensive plans provide programs to address the priorities (RCW 70.95.010 (8)). They are, in order of priority:

1. Waste reduction.
2. Recycling, with source separation of recyclable materials as the preferred method.
3. Energy recovery, landfill and incineration of separated wastes.
4. Energy recovery, landfill and incineration of mixed municipal solid wastes.

Cities like Olympia have several options. They may choose to:

- Prepare a separate comprehensive solid waste plan and manage their solid waste separately from the county. This requires a solid waste facility (i.e. landfill or transfer station) located within city jurisdiction.
- Enter into an agreement with the county and participate in a joint city-county plan.
- Authorize the county to prepare a plan for the city's solid waste.

Olympia works with Thurston County under the second option to prepare revisions to the county-wide comprehensive plan that meet the requirements of RCW 70.95. The City is represented on the County's Solid Waste Advisory Committee (SWAC), which includes an elected official from each jurisdiction, citizens, and waste and recycling industry

representatives. Through the SWAC, Olympia is working to ensure that the Thurston County plan offers services and infrastructure that help optimize the City's Zero Waste goals.

The City develops its own Zero Waste Plan, in order to provide a clear direction for its waste reduction, recycling and waste management policy and services.

### *Solid Waste Handling and Disposition*

The two primary laws governing solid waste handling and disposition are the Federal Resource Conservation and Recovery Act (RCRA) and Washington's Solid Waste Management Act. The State's solid waste handling standards are administered locally by the Thurston County Board of Health.

#### *Resource Conservation and Recovery Act (RCRA)*

The RCRA is the basic federal law governing solid waste management, including hazardous and non-hazardous waste. Enacted in 1976 and amended in 1984, it establishes a regulatory structure for managing solid and hazardous wastes. This structure includes "cradle-to-grave" requirements for hazardous waste from the point of generation to disposal, and less restrictive requirements for non-hazardous solid waste.

Subtitle C of the Act describes how to determine if a waste is hazardous, and specifies handling and disposal requirements for designated hazardous wastes. Household hazardous wastes (HHW) and small quantity generator wastes (**SQGW**) are not designated as hazardous wastes under RCRA.

Subtitle D of the Act addresses non-hazardous solid waste management. Under RCRA, state and local governments are identified as the primary planning, regulating and implementing entities for the management of non-hazardous solid waste. Subtitle D establishes minimum national criteria for all municipal solid waste landfills, including location restrictions; and requirements for operating and design, groundwater monitoring and corrective action, and closure and post-closure care.

#### *State Solid Waste Management Act*

This law requires the Department of Ecology (**Ecology**) to adopt rules establishing minimum functional standards for solid waste handling. These minimum functional standards must at least meet RCRA national requirements.

In 1985, Ecology adopted Minimum Functional Standards for Solid Waste Handling (**Chapter 173-304 WAC**) to regulate solid waste disposal and recycling. In response to new federal requirements enacted into law in 1991, mixed municipal solid waste landfill requirements have been rewritten under a separate rule, **Chapter 173-351 WAC**.

In addition, a new solid waste management rule, Solid Waste Handling Standards (**Chapter 173-350 WAC**), went into effect on February 10, 2003. This rule establishes standards for solid waste handling facilities other than municipal solid waste landfills. These include recycling and composting facilities, transfer stations and materials recycling facilities (**MRFs**).

Rules for hazardous (dangerous) wastes are covered in [Chapter 173-303 WAC](#).

#### Thurston County Board of Health Rules

Responsibility for enforcing the State's Minimum Functional Standards ([Chapter 173-304 WAC](#)) has been further delegated to local health departments. Thurston County's solid waste handling requirements are included in [Article V - Rules and Regulations of the Thurston County Board of Health](#). The purpose of these regulations is to set standards for solid waste handling in Thurston County and to implement the County's Comprehensive Solid Waste Management Plan. The Solid Waste Program of the Thurston County Public Health and Social Services Department implements the regulations.

#### *Solid Waste Collection and Transportation*

State law gives cities and towns the sole authority to provide solid waste collection service ([RCW 35.21.120](#)). Service may be offered directly by the city or by contract with private companies. This authority extends to all residential solid waste, including garbage, recyclables and organic materials, and to commercial garbage. However, it excludes authority over source-separated recyclables from commercial establishments.

Rules governing transportation of solid waste in Washington are addressed in [Chapter 81.77 RCW](#). Entities collecting and hauling solid waste are required to obtain a certificate of convenience or necessity from the Washington State Utilities and Transportation Commission ([WUTC](#)). However, the rules do not apply in two cases:

1. Operation of any solid waste collection company under a contract of solid waste disposal with any city or town, nor to any city or town which itself undertakes the disposal of solid waste. ([RCW 81.77.020](#))
2. Collection and transportation of recyclables from industries and commercial establishments to processors. ([RCW 81.77.010 \(9\)](#))

In other words, RCW 81.77 does not currently apply to any part of Olympia's solid waste collection system. The collection of commercial recyclables by private companies is exempt under (2) above, and the other services are provided by the City and are exempt under (1). (See [Chapter 5](#) for details about services provided by the City, County and private companies.)

#### *Special Solid Waste Laws — E-Cycle Washington*

The Washington State Electronics Recycling Act ([RCW 70.95N](#)) was enacted in 2005 and went into effect January 2009. It establishes a system for recycling computer monitors, computers and TVs. The law requires manufacturers to establish and fund convenient collection and recycling programs in urban and rural areas in each county in Washington. A quasi-governmental organization, Washington Materials Management and Financing Authority ([WMMFA](#)) was established to manage financial resources and contract for services for collection, transportation, and recycling of covered electronic products. WMMFA reports to the Washington Department of Ecology.

## *Olympia Laws and Policies*

The City of Olympia’s solid waste laws and policies are set forth in the Olympia Municipal Code and in Comprehensive Plan policies.

### *Municipal Code*

Garbage collection and disposal is mandatory within the City of Olympia. Olympia Municipal Code Title 13, Chapter 12 (**OMC 13.12**) provides that the collection, removal and disposal of garbage and refuse within the City is universal and compulsory, and may be performed by the Public Works Department or other agency designated by the City. Regulations in **OMC 13.12** include disposal requirements, collection frequency, container specifications, rates, and recycling incentives.

**Ordinance 5141** (November 1990) instructed the City Manager to implement programs to maximize the reduction and recycling of City-generated waste and to procure and promote the use of recycled and recyclable products.

### *Comprehensive Plan*

Olympia’s *Comprehensive Plan* (2014) states that: “We understand and value the role that ‘reuse, reduction and recycling’ plays in our effort to conserve energy and materials.” Its vision for the future includes “significant reduction of waste.” The *Comprehensive Plan* established three goals for solid waste management:

- GU 12: Solid waste is managed as a resource to provide environmental, economic, and social benefits.
- GU 13: Solid waste is managed in a responsible and cost-effective manner.
- GU 14: Environmental impacts caused by solid waste management are minimal.

### *Resolutions*

Over the years, City Council has passed a number of ordinances and resolutions to make its intentions clear:

- **Resolution M-1550** (March 2004) adopted a strategy to manage and reduce City government energy and fuel consumption and greenhouse gas emissions.
- **Resolution M-1621** (December 2005) defined strategies and guidelines to reduce and/or eliminate the purchase and use of pesticides and persistent toxic chemicals by the City.
- **Resolution M-1641** (June 2006) directed the City to focus planning efforts on strategies towards achieving the vision of Zero Waste, and to work with all City departments to identify and implement internal Zero Waste strategies ([Appendix 1](#)).

**Table 4-1 Timeline of Key Dates in Thurston County Solid Waste History**

~1899 - 1935	<ul style="list-style-type: none"> <li>The City of Olympia garbage dump is located in Downtown Olympia in the area now occupied by the Budd Inlet Wastewater Treatment Plant. Waste was frequently burned.</li> </ul>
1935	<ul style="list-style-type: none"> <li>Olympia stops using the Downtown dump and uses a site on Ascension Avenue, on Olympia’s Westside, until it is closed and another site is opened at Cooper Point Road and Black Lake Boulevard.</li> </ul>
1938	<ul style="list-style-type: none"> <li>City of Olympia Commissioners create a Garbage Fund and Garbage Department to collect trash from residents and businesses to help maintain public health.</li> </ul>
Late 1940s - 1972	<ul style="list-style-type: none"> <li>Thurston County operates an open pit dump at Hawks Prairie. To maintain sanitary conditions, waste was burned.</li> </ul>
1962	<ul style="list-style-type: none"> <li>State law (RCW 35.21) gives cities express authority to control all garbage and residential recycling collection, either by contract or by municipal crews.</li> </ul>
1968	<ul style="list-style-type: none"> <li>City of Olympia dump at Cooper Point is closed and the City begins using the Hawks Prairie dump.</li> </ul>
1972	<ul style="list-style-type: none"> <li>The Thurston County dump is converted to a sanitary landfill and burning stopped. Landfill cells are lined with an impermeable material and waste is covered with a shallow layer of dirt to prevent leaching and keep conditions sanitary.</li> </ul>
Early 1980s	<ul style="list-style-type: none"> <li>A private processing center for recyclable materials is established near the Hawks Prairie landfill.</li> </ul>
1988	<ul style="list-style-type: none"> <li>City begins collecting residential curbside recycling.</li> </ul>
1989	<ul style="list-style-type: none"> <li>Olympia’s Yard Waste Drop-Off Site opens at the City Maintenance Center on Eastside Street.</li> <li>City opens the Dirt Works Composting Demonstration Garden at Yauger Park.</li> </ul>
1990s	<ul style="list-style-type: none"> <li>City promotes recycling awareness, education and outreach at schools and public events.</li> </ul>
1990	<ul style="list-style-type: none"> <li>City Council adopts Ordinance 5141, encouraging waste prevention and recycling by City government (Waste Reduction/Recycling/Procurement Ordinance).</li> </ul>
1991	<ul style="list-style-type: none"> <li>City Council adopts Olympia’s Solid Waste and Recycling Plan, with emphasis on efficiency improvements, continued recycling and waste reduction.</li> </ul>
1993	<ul style="list-style-type: none"> <li>Thurston County Solid Waste opens Recycle Drop-off Center, Compost Center, Closed Loop Park and HazoHouse (a household hazardous waste facility) at Hawks Prairie.</li> <li>County locates eight recyclables drop-off sites throughout the county.</li> </ul>

1994	<ul style="list-style-type: none"> <li>• City begins residential curbside yard waste collection.</li> <li>• City begins multi-family recycle collection.</li> </ul>
1998	<ul style="list-style-type: none"> <li>• City implements all-cart, semi-automated residential collection, along with alternating every-other-week pick-up for garbage and recycling, using the same equipment and staff.</li> <li>• City changes from three-stream recycling (paper, cans and glass) to two-stream recycling (mixed papers and mixed containers - cans, plastic and glass).</li> </ul>
2000	<ul style="list-style-type: none"> <li>• County landfill at Hawks Prairie is converted to a transfer station (Thurston County Waste and Recovery Center, WARC). It begins shipping waste by rail to Roosevelt Regional Landfill in Klickitat County in eastern Washington.</li> </ul>
2003	<ul style="list-style-type: none"> <li>• City begins fully automated residential collection.</li> <li>• City changes to single-stream recycling. Recyclables taken to Pacific Disposal (near the WARC) and shipped to Clackamas, Oregon, for sorting and distribution.</li> </ul>
2004	<ul style="list-style-type: none"> <li>• City of Olympia changes commercial garbage collection from rear-load to front-load trucks.</li> </ul>
2006	<ul style="list-style-type: none"> <li>• City of Olympia adopts its Zero Waste Resolution, which establishes a new direction for the Solid Waste Utility and City.</li> </ul>
2007	<ul style="list-style-type: none"> <li>• City adopts its first Solid Waste Utility Master Plan, <i>Moving Toward Zero Waste: Olympia's Waste ReSources Plan</i>. The Plan establishes new goals, objectives and actions to achieve a vision of Zero Waste.</li> </ul>
2008	<ul style="list-style-type: none"> <li>• City enhances its curbside yard waste program by adding food scraps and food-soiled paper.</li> </ul>
2009	<ul style="list-style-type: none"> <li>• City launches commercial organics (food scrap) collection program, third grade education program and Zero Waste events.</li> </ul>
2014	<ul style="list-style-type: none"> <li>• City begins implementing one-side road collection in residential areas.</li> <li>• City bans single-use plastic carry-out bags and places a minimum \$0.05 fee on paper bags.</li> </ul>

## Chapter 5 – Collections Program

The Waste ReSources Collections staff collects garbage from all residents and businesses within the City’s service area, recyclable materials from single and multi-family residences, and compostable materials from residences and some businesses. Public collection ensures that Olympia’s waste is disposed of reliably and cost effectively, with minimal impact on environmental and public health and worker safety (Goals 3 and 4). The Waste Prevention and Reduction staff develops and maintains education and outreach programs to encourage waste reduction, reuse and recycling (Goals 1 and 2) ([Chapter 6](#)).

In addition to regular residential and commercial collection, Waste ReSources staff empty Downtown trash containers, remove waste from community events, and clean up illegal dumping. They design collection routes, provide onsite technical assistance and customer service, deliver and remove City-owned waste receptacles, and handle billing for drop boxes and commercial dumpsters.

### 5.1 Collection Operations

The Collections Program is currently budgeted for 21 full-time employees: a supervisor, two lead workers, two maintenance workers and 16 refuse collectors.

#### *Customers and Equipment*

The Collections Program serves over 13,500 single-family residential customers, 147 multi-family properties, and over 1,300 commercial customers. Single-family residential waste is collected in carts. Most garbage from multi-family customers is collected in dumpsters; a few customers have compactors or carts. Multi-family recyclables are collected in carts; cardboard in front-loaded dumpsters. Waste from commercial customers is collected in carts, cans, dumpsters, drop boxes, or compactors.

Waste ReSources operates a fleet of 15 heavy-duty vehicles. [Figure 5-1](#) shows the four truck types.

- Six fully automated side-load refuse trucks for residential carts on four routes and one for multi-family recyclables; one serves as a spare.
- Three front-load refuse trucks for commercial containers on two routes; one serves as a spare.
- Two rear-load refuse trucks for commercial containers (dumpsters and carts).
- Three roll-off drop-box trucks; one serves as a spare.



Figure 5-1 Waste ReSources Collection Trucks



Side Load



Front Load



Drop Box

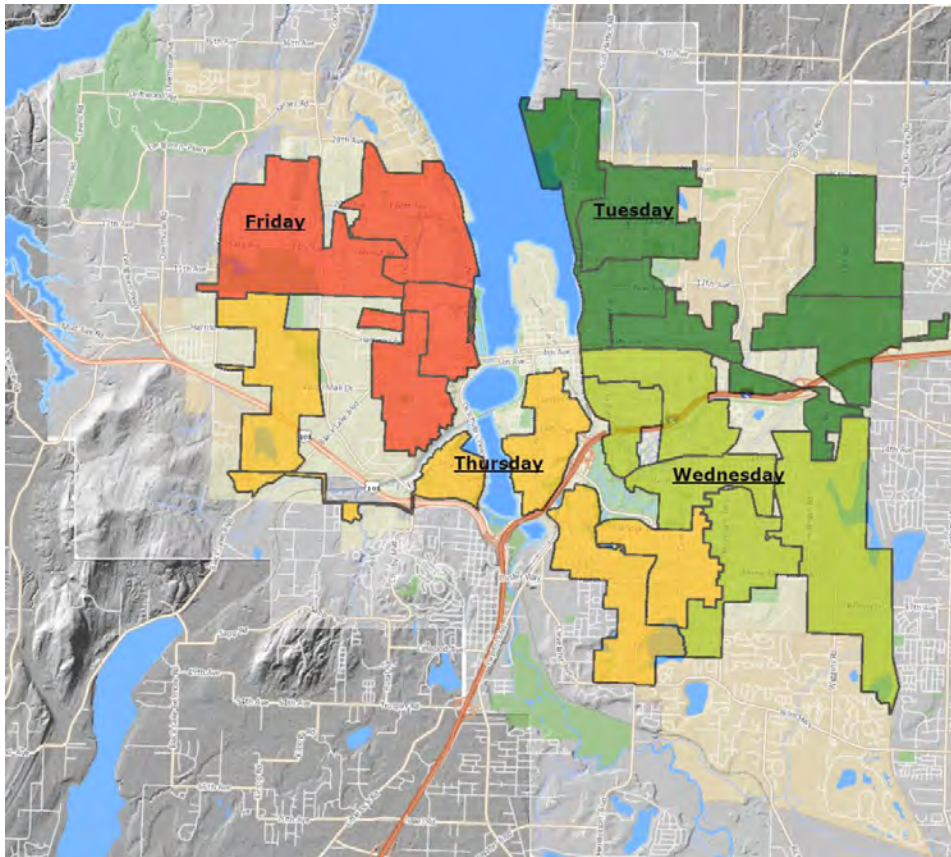


Rear Load

### *Residential Collection Areas*

Figure 5-2 shows the four residential collection areas. Tuesday through Friday, four automated trucks collect garbage or recycling on alternating weeks. These same trucks collect organic materials from one-half of the City on Mondays. This balance has proven effective for over a decade.

Figure 5-2 Residential Collection Areas



Note: Shaded light yellow areas within the City's service area are non-residential.

### *Operational Efficiency Improvements*

Waste ReSources started collecting residential recyclables at the curb in 1988, multi-family recyclables in 1994, and yard debris in 1996. Since 1998, the Utility has focused on improvements designed to collect all types of waste more efficiently and with maximum safety for workers. The most recent improvement is one-side road collection to reduce miles driven and time spent collecting residential waste. These changes allow the Utility to be more cost effective by absorbing customer growth without additional trucks and staff. The City's switch to every-other-week residential service in 1998 is still considered a model for efficiency.

In 2009, the City began offering commercial organics collection to its customers. Because of efficiencies gained by switching to mostly front-load commercial garbage collection in 2004, Waste ReSources was able to provide this service with existing trucks and equipment. Commercial organics collection is performed by the rear loading truck crew, who also pick up garbage in the Downtown core, and other select areas where front-load does not work.

In 2011, to further increase safety and reduce driver incidents, Waste ReSources worked with the International Academy for Professional Drivers (IAPD) to adapt its training program for

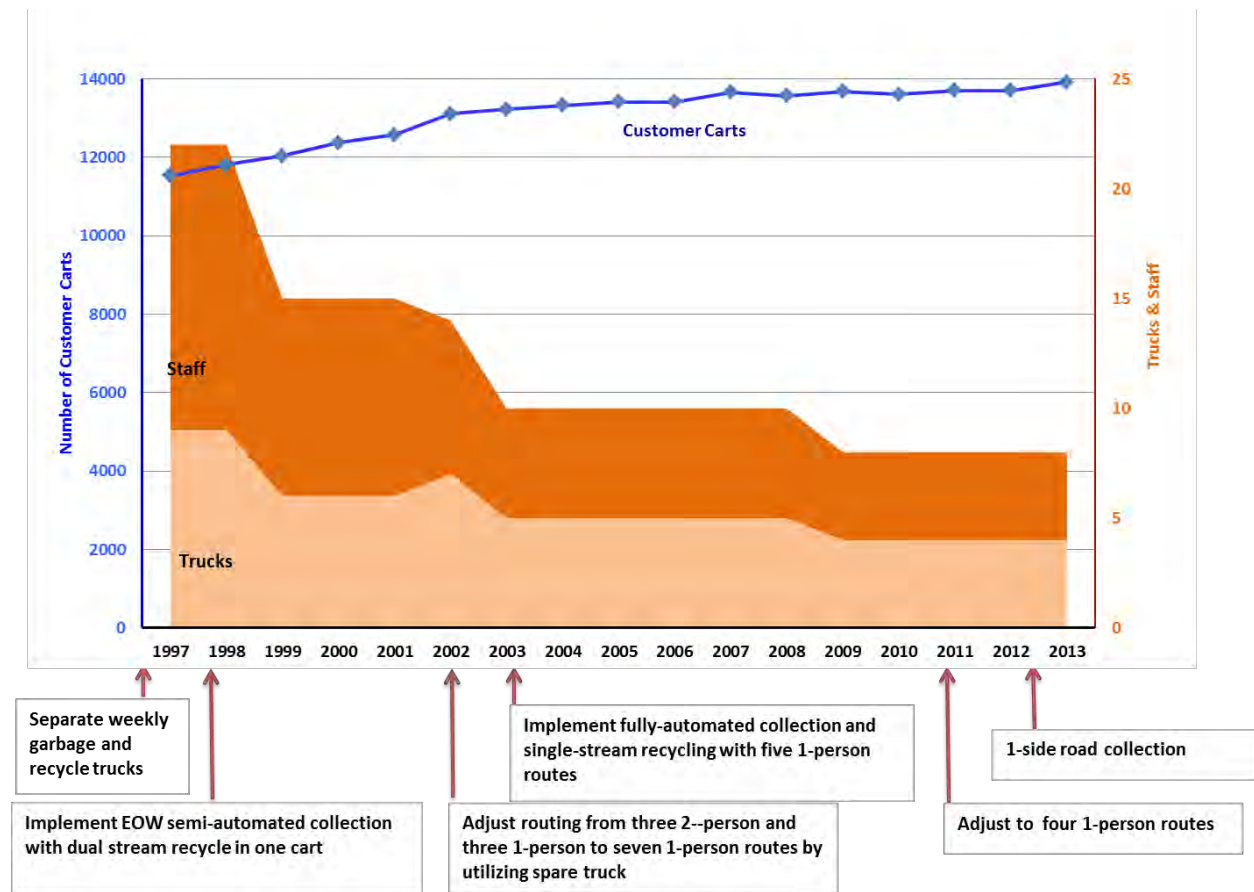
drivers of solid waste collection trucks. Two staff members are certified driver trainers who can administer annual certification to collectors. Since implementing driver training, incidents have dropped from a high of 35 in 2010 to 22 in 2013. Drivers are encouraged to report even the smallest incident for review, to better understand how to eliminate them in the future.

Since 1998, improved efficiency in residential collection has resulted in a 60 percent decrease in the number of trucks and staff required, despite a 20 percent increase in the number of customers (Figure 5-3). Table 5-1 shows the results of each major improvement in collection efficiency.

**Table 5-1 Key Collection Improvements**

Year	Change	Result
1998	Alternating every-other-week garbage and recyclables pick up and cart-based collection	<ul style="list-style-type: none"> <li>• Reduced trucks and staff</li> <li>• Increased recycling</li> <li>• Added all plastic bottles to curbside collection</li> <li>• Changed from 3-bin system to a single 2-compartment cart to keep paper material separate from metal, plastic and glass containers</li> </ul>
2003	Fully-automated collection and single-stream recycling	<ul style="list-style-type: none"> <li>• Reduced trucks and staff</li> <li>• Increased customer convenience</li> <li>• Reduced worker hazards and injuries</li> </ul>
2004	Front-load commercial	<ul style="list-style-type: none"> <li>• Reduced staff</li> <li>• Reduced worker hazards and injuries</li> <li>• Increased collection efficiency</li> </ul>
2008	Added food scraps to yard waste	<ul style="list-style-type: none"> <li>• Increased diversion</li> <li>• Increased customer convenience</li> </ul>
2009	Implemented commercial organics	<ul style="list-style-type: none"> <li>• Increased diversion</li> <li>• Customer convenience</li> <li>• New service without additional trucks and staff</li> </ul>
2011 - Current	One-side road collection	<ul style="list-style-type: none"> <li>• Reduced miles driven</li> <li>• Reduced fuel consumption</li> <li>• Absorbed growth absorbed without adding trucks and staff</li> </ul>

Figure 5-3 Increase in Residential Collection Efficiency, 1997 to 2013



### Operational Challenges

The remaining challenges for continued operational improvements are listed below:

- Front-load collection does not work for all business locations, particularly in the Downtown area where collection is often in narrow alleys.
- Rear-load collection uses a smaller, more maneuverable truck with a two-person collection crew to access narrow alleys and locations with limited space. This collection method is more costly to operate than the single-person front-load truck. See [Appendix 5, Residential and Commercial Collection Studies](#), for details.
- Waste ReSources relies on printed maps and customer route sheets for routing. Adding an onboard, computerized routing system to collection trucks would improve collection efficiency and customer service.
- Waste ReSources collects commercial and residential organic materials on Mondays only. This system is nearing operational capacity for the current complement of trucks and drivers. Adding resources and collection days may be necessary to accommodate customer growth and a growing demand for service.

- Commercial, multi-family and mixed-use buildings are all different in terms of size, amount and type of waste generated, and space for containers. Waste ReSources works closely with its customers and the City’s Community Planning and Development Department to ensure adequate garbage and recycling collection for each customer. This effort is time-consuming and requires constant tending.
- Nearly all waste (garbage, recyclable and organic materials) requires shipping to facilities and processors outside Thurston County. For most material, the Utility relies on a single location for dumping collection vehicles and some of these transfer sites have only a single-source outlet.
- The nearest C&D processor is in Tacoma.

## 5.2 Materials Collected by Waste ReSources

Within the City of Olympia, Waste ReSources collects all garbage, residential recyclable and organic material, some commercial organics, and some separated C&D debris. Any waste not separated for recycling is legally considered “garbage,” and thus can be regulated by the City. By law, the City can also regulate collection of residential source-separated recycled materials. However, commercial source-separated materials can be collected and hauled by anyone who is willing and able.

This section details how garbage, recyclable and organic materials, and C&D debris are collected.

### *Garbage*

Waste ReSources provides garbage collection service to all residents and businesses within the service area (Chapter 3, Figure 3-1). The Olympia Municipal Code (OMC 13.12) provides that “the collection, removal and disposal of garbage and refuse within the City are universal and compulsory.” In other words, all residents and businesses must pay for at least minimum garbage collection service.

Single-family garbage is collected every other week, and residents may choose a 20-, 35-, 65- or 95-gallon cart. Multi-family buildings and businesses may choose different container sizes and collection frequencies, depending on their needs.

### *Recyclables*

Waste ReSources collects recyclable materials from single and multi-family customers, at the City’s Saturday drop-off site, and at special events. The Utility offers single-stream commingled recycling collection every other week to all single-family residences, and collects garbage on alternate weeks. Most multi-family recyclables are picked up weekly, some every other week, based on each customer’s need.

Materials collected are: newspaper, cardboard, mixed paper (including junk mail, magazines and phone books), glass bottles and jars, aluminum cans, tin cans, plastic bottles, dairy tubs, flower pots and buckets, and polycoated/aseptic milk cartons and drink boxes.

Although voluntary, participation rates are high. Over 99 percent of the City's 14,000 single-family residences have recycling carts. More than 135 multi-family establishments with about 8,000 households subscribe to recycling. Residential customers can choose 35-, 65- or 95-gallon carts for recycling service. Multi-family buildings use 95-gallon carts.

Private haulers collect traditional recyclables, including clean paper, cardboard, cans, plastics, and glass from commercial customers. The City and private companies collect other specific materials such as construction debris, scrap metal and rubble.

### *Organic Material — Food and Yard Debris*

Organic materials, including yard debris, food waste and food-soiled paper, are collected regularly from residents and businesses. Yard waste is also accepted on Saturdays at the City drop-off site.

The City collects organic materials from both residential and commercial customers. Single-family service is provided in 95-gallon carts for a separate fee. The service is voluntary, and approximately 54 percent of the City's single-family residences subscribe. Businesses can subscribe to the commercial organics service for a separate fee and can choose 95-gallon carts and 1-, 1.5- and 2-cubic yard dumpsters.

About 70 businesses subscribe to Olympia's commercial organics program. Businesses can also choose to have organic materials collected by a private hauler. The number of customers and tons collected by private companies is not known. Organic materials collection service is available to multi-family customers, but is not heavily promoted or widely used.

Businesses and residents can also obtain temporary container service for large quantities of yard debris. The City provides free Christmas tree pick up in January for all residents, including apartments and condominiums.

### *Construction and Demolition Debris*

Waste ReSources collects mixed **C&D** debris for disposal, and some separated C&D debris for recycling. Recycling of C&D materials depends on the current markets. Currently, local markets only exist for metal, concrete, brick, and rubble. C&D debris is accumulated in temporary containers placed at the job site and picked up on request.

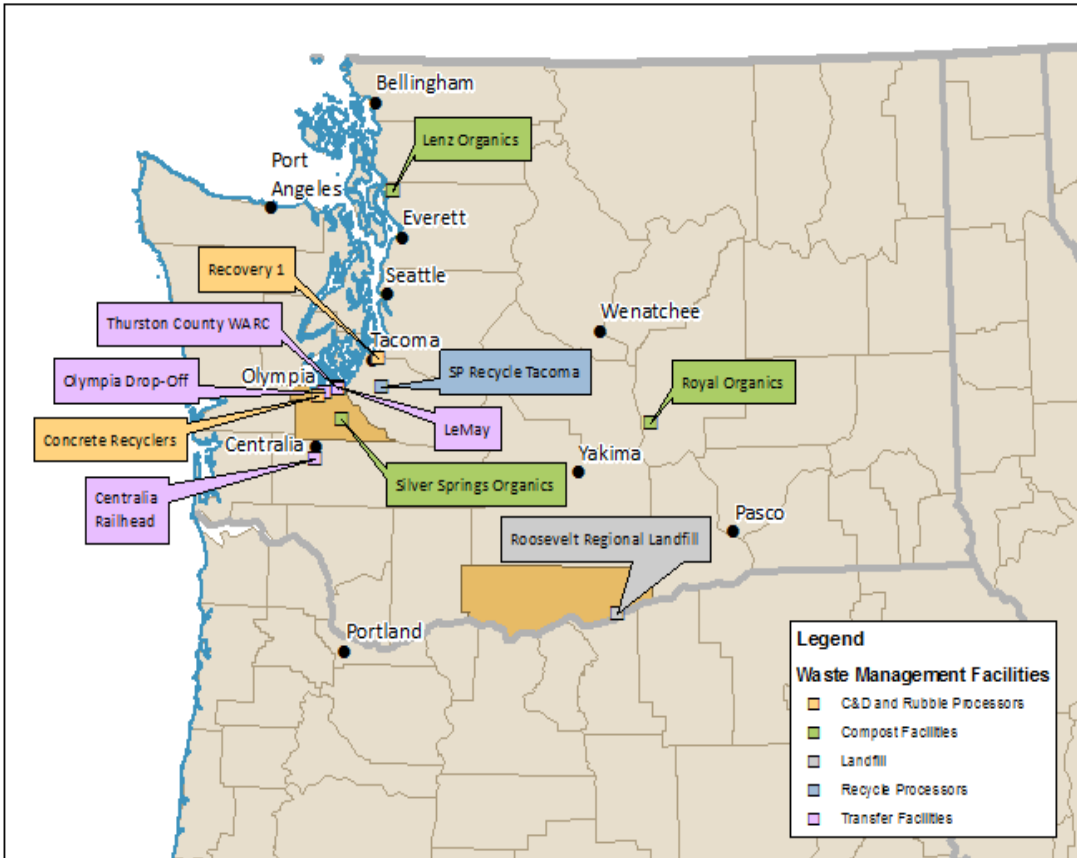
## **5.3 Transfer, Processing and Disposal**

Waste ReSources relies on Thurston County and private facilities to take the material it collects. Thurston County is responsible for the transfer, processing and disposal of all garbage and yard debris that is collected by Waste ReSources within Olympia, and by private haulers elsewhere in the County.

**Figure 5-4** shows the location of key waste management facilities serving Olympia and Thurston County. For a summary of key dates in the development of these facilities, see **Chapter 4, Section 4.1**.

This section describes what happens to Olympia’s garbage, recyclable and organic material, and C&D after it is collected by Waste ReSources.

Figure 5-4 Waste Management Facilities



**Waste and Recovery Center (WARC)**

Thurston County owns the Waste and Recovery Center (WARC) at Hawks Prairie in Lacey. The County contracts with Allied Waste Services for transfer, transport and landfilling of garbage; and for transfer, hauling and composting of yard debris. The WARC is operated by Waste Connections/LeMay Enterprises under a subcontract with Allied Waste.

The current 20-year contract between the County and Allied Waste expires in 2019, with an option to negotiate a renewal. The contract requires Allied Waste to recycle at least 4 percent of the garbage and construction debris (dumped alongside garbage) delivered to the WARC. It includes incentives to achieve greater than 5 percent.

**Garbage, Organic Material and C&D Debris**

Olympia’s collection trucks deliver garbage, organic materials (yard debris and food waste) and construction debris to the WARC. C&D debris is listed under garbage on the County’s website and dumped in the same location for the same fee; it may or may not be sorted for recycling.

The City pays a tip fee, which is currently about \$119 per ton for garbage and C&D, and \$37 per ton for organics (over 10 cubic yards). Tip fees for garbage and C&D have increased by about 65 percent since 2008. Tip fees for organic materials have not changed for five years, but the County has indicated the fee may increase significantly in the near future, to offset rising costs of shipping mixed organics to composting facilities.

Garbage and non-recyclable C&D is compacted into large containers and hauled to the railhead in Centralia. From there, it is transported by rail to the Roosevelt Regional Landfill in Klickitat County, which is operated by Rabanco, an Allied Waste subsidiary.

Organic materials delivered to WARC are ground for transport. Most materials are sent to one of three large-scale composting facilities in Washington, depending on the material composition and markets. These facilities are: Silver Springs Organics, near Rainer in Thurston County; Royal Organics, east of Ellensburg; or Lenz Organics, near Stanwood. Woody debris can also be chipped and turned into hog fuel and burned at industrial sites for energy.

### *Recyclable Materials*

Waste ReSources delivers recyclable materials from its residential customers to Waste Connections/LeMay, adjacent to the WARC. Then they are shipped by long-haul truck to the regional Materials Recovery Facility near Tacoma for sorting. Commercially generated recyclables are delivered to Waste Connections/LeMay and shipped to the same sorting facility. A few exceptions include State offices and others who self-haul.

### *Drop-off Services*

The WARC is open seven days a week for self-haulers to drop off garbage, recyclables, yard debris, and special wastes (see below). Drop-off of curbside recyclables is free. Customers pay a fee for garbage, yard debris and some special wastes.

### *Special Waste Services*

Olympia residents may drop off a variety of other items at the WARC free or for a reduced fee. These include refrigerators and other appliances, TVs, computer monitors and other electronic equipment, tires, scrap metal, furniture, and reusable items.

The County operates a household hazardous waste collection facility, “HazoHouse”, at the WARC, which accepts household hazardous waste from County residents for free. In addition, the County operates a “Wastemobile” for household hazardous waste. The “Wastemobile” is now used to serve parts of the County where disposal is far less convenient than in the larger urban areas.

The WARC also accepts asbestos-containing waste with advance notice and special preparation, for a fee higher than the normal garbage rate. In addition, the County Environmental Health Division coordinates educational outreach and assistance to small quantity generators throughout the County, as part of its Moderate Risk Waste Management.



## Chapter 6 – Waste Prevention and Program Planning

The Utility’s Waste Prevention and Program Planning staff focuses on reducing overall waste and increasing reuse, recycling and composting (Goals 1 and 2), primarily through outreach and education. Staff members are responsible for developing and evaluating education and outreach programs, assisting the Collection Operations program, and Utility planning.

The Waste Prevention Program includes three full-time equivalent (FTE) staff: two senior program specialists and one program specialist. Responsibilities are divided so that each staff member focuses on specific program development and outreach activities for:

- Residential single- and multi-family households.
- Business, schools and City government.
- Public events and special programs.

This chapter reviews accomplishments since 2008 and describes Olympia’s waste reduction and recycling education and outreach activities, as well as efforts by Thurston County staff.

### 6.1 Accomplishments Since 2008

The focus of the 2008 Plan was on developing new programs with an emphasis on education and encouragement. In addition, staff improved the Utility’s ability to collect and analyze data to measure program effectiveness. For a more complete list of accomplishments, see [Chapter 7, Section 7.1](#).

#### *Outreach and Education Programs*

New outreach and education efforts resulted in:

- Food waste collection from residential and commercial customers, 16 elementary schools, and some City buildings.
- Nearly doubling the recycling rate in the multi-family sector.
- A dedicated business technical assistance program.
- A waste reduction and recycling education program for all third graders in the Olympia School District.
- Expanded recycling collection at public and private events.

#### *Data System Improvements*

A challenge identified in the 2008 plan was a lack of key data that would help focus services and apply the principles of adaptive management, which require routine review of effectiveness and course correction, as needed.

To address this problem, staff developed a system to calculate waste quantities by material for each customer type. This allows Waste ReSources to determine the recycling/diversion

rate for multi-family and single-family customers separately, as well as for businesses whose organic waste is collected by the Utility (see [Chapter 3, Table 3-1](#) and [Table 3-2](#)).

Some critical data remain difficult or impossible to measure, particularly data about commercial recycling. Staff can only estimate how many businesses, State agencies and other non-residential customers are recycling, since their recyclables are collected by private haulers and data is not reported to the City. Estimates of commercial recyclables collected by private haulers range from 16 (known quantity) to 31 to 51 percent (estimates using State data).

Data on quantities of waste self-hauled to the WARC by Olympia residents and businesses is not available, nor is waste collected by private haulers. Better reporting of this information would help with planning, public education and technical assistance programs, and evaluation of results.

These data gaps make it impossible to assess progress in total waste generated and total waste recycled. (See [Chapter 3](#) for highlights of data that is available.)

## 6.2 Residential Education and Outreach

Increasing diversion of recyclable and compostable materials is a major focus of the Prevention and Program Planning staff.

### *Single-Family Residential*

The single-family residential program is well established and covers all three waste streams: garbage, recyclable and organic materials. Education and outreach focuses mostly on dissemination of information through an annual collection calendar, Utility bill inserts like the *Five Things* brochure, website, cart tags and response to customer inquiries. Information sessions are offered to neighborhood groups, but are not well promoted or well attended.

In July 2008, curbside yard waste evolved into curbside organics with the addition of food scraps and food-soiled paper. Waste ReSources promoted the program by delivering 2-gallon kitchen countertop buckets and a comprehensive brochure to all yard waste customers. Other promotions included distributing buckets to an additional 1,000 customers, brochures, Utility bill inserts, and web postings. From a baseline of 5,700 yard waste customers in 2007, the program grew to 2,000 organics customers in 2010 and 7,600 in 2013.

In 2009, the Utility contracted with Elway Research to conduct a telephone survey to help understand the barriers to subscribing to organics collection. Perceptions of odor, cost, convenience and lack of understanding were factors suggesting why customers either didn't sign up for food waste collection, or didn't include all food scraps in their cart.

In 2011, a small-scale test of **lid lifts** was conducted to better understand how many customers might be putting non-compostable material in their organics carts. Staff pulled a random sample of 100 customers and examined the contents of their carts. This proved to be a useful way to check for contamination and response was positive. In 2012, the Utility

Advisory Committee recommended approving a lid lift program. This strategy was not formalized into an official program, but is included as a strategy in the 2015 Plan.

### *Multi-Family Residential*

A major focal point of the 2008 Plan was to better understand and improve the recycling rate in the multi-family sector. While the recycling rate has increased from 8 percent in 2005 to 15 percent in 2013, several challenges remain. These include limited space for containers, resident and manager turnover, insufficient capacity for recycling, and difficulty connecting with residents.

The biggest improvement came from dedicating a collection route to multi-family customers, maximizing the number of recycle containers at each site, and providing weekly collection as much as possible.

Regular site visits by staff, resident information sessions, newsletters, web presence, and signage have given mixed results. The 147 complexes served by the Utility are different in terms of:

- Number of dwellings.
- Type of dwelling: rental apartments, owned condos and multiplexes with individual or centralized garbage and recycle containers.
- Location and availability of space for garbage and recycle containers.
- Demographic diversity of renters, for example retired people, families with children, economically well-off or economically challenged.
- On-site or absentee management.

Waste ReSources works with each customer to maximize recycling and diversion. Staff participates in the site plan review process to ensure adequate space for garbage, recycling and organics containers. The City's Engineering Development and Design Standards (EDDS) were updated in 2012 and again in 2014 to reflect new standards for enclosures; now all new projects are built to accommodate recycling and diversion. A new screening code was adopted in 2014, to allow for easier and less restrictive siting of waste containers.

Buildings with both residential and commercial tenants are called mixed-use buildings. Waste ReSources collects recyclable materials from residential units in mixed-use buildings, as part of the multi-family program.

## **6.3 Businesses, Schools and City Government**

Waste ReSources staff works with individual businesses, schools and City departments to encourage waste reduction and increase collection of recyclable and compostable materials.

### *Businesses*

The City began offering business technical assistance and free waste assessments in 2008, and since then has completed over 200 assessments. For a waste assessment, a staff member walks through the business with owners and managers to review their waste disposal

practices, suggesting ways to save money on disposal by reducing waste and recycling and composting more. Recommendations can include beginning organics or recycling collection, downsizing their garbage service and changing a purchasing or disposal practice. Waste assessments are promoted through cold calls, brochures, website, Utility bill inserts, direct mail, and a street banner. Waste assessments have resulted in more than 125 commercial organics customers.

### *Schools*

The Waste Prevention Program launched a third grade education program in 2007/2008. The OLYWaste Program offers hands-on education, both in the classroom and through field trips to the Dirt Works Demonstration Garden. The classroom portion introduces students to the basic concepts of “reduce, reuse and recycle” through a combination of presentations, crafts and games. The one-hour classroom presentation, “RRR U Ready?” meets the State’s Essential Academic Learning Requirements. The field trip gives students hands-on experience with worm bin composting and recycled art. OLYWaste has grown to include all of Olympia’s third grade classrooms.

Along with classroom education, Waste ReSources has helped schools reduce waste by setting up curbside organics collection and facilitating the use of milk dispensers to eliminate disposable milk containers. The school organics collection program now includes 13 public and 3 private schools.

### *City Government: Walking Its Talk*

Prior to the 2008 Plan, the City’s internal waste reduction and recycling practices varied among City departments. The level of recycling depended largely on the quantity of material generated, whether a building was owned or leased, and the level of interest within each department. One of first objectives achieved under the 2008 Plan was to improve the City’s internal programs.

The main focus of the internal program has been on material diversion. Council passed a number of ordinances and resolutions to make its intentions clear (see [Chapter 2, Section 2.4](#)).

These efforts were recognized in 2014, when the City received the Public Agency Recycler of the Year Award from the Washington State Recycling Association (WSRA) ([Figure 6-1](#)).

Figure 6-1 City of Olympia Receives Recycling Award



Photo courtesy of WSRA.

Olympia City government accomplishments are highlighted below.

- The Waste ReSources Utility is collecting its own commingled recyclables and cardboard.
- The Utility has a unified approach to collection and education, both inside and outside of City buildings.
- All City employees are given a blue desk-side recycle bin with a mini-bin for garbage.
- Common areas such as lunch rooms, meeting rooms, copy centers, and conference rooms have centralized collection points for bottles, cans and paper.
- Organics collection is offered at City buildings for employee use.
- A drop box at the City's Maintenance Center gives Waste ReSources crews a place to deposit scrap metal for recycling.
- Battery recycling is encouraged through various techno-trash options.

#### 6.4 Special Programs and Public Events

Throughout the year, the City offers additional opportunities for recycling and waste reduction. Some are annual, and others are short-term grant-funded projects and programs.

##### *Special Programs*

- **Bag ban.** In October 2013, the City of Olympia adopted a ban on single-use disposable shopping bags, effective July 1, 2014. The ban places a \$0.05 fee on paper bags, and is projected to eliminate an estimated 90 million plastic bags in the City. The ban was also adopted by the cities of Tumwater and Lacey and by Thurston County for unincorporated areas.
- **Saturday Drop-off Site.** Olympians can bring yard debris, scrap metal and traditional recyclables to the City's Maintenance Center on Eastside Street on Saturdays from March to mid-November. There is a fee for yard debris, but scrap metal and recyclables are free.

- **Backyard Composting.** Olympia has a history of supporting Thurston County’s Washington State University Master Gardener program, which offers free composting workshops and compost bins for sale. Each year, Olympia hosts one of three composting and gardening demonstration gardens in the County. Numerous composting and gardening workshops and the annual fund raiser (May Plant Sale) are held at the Dirt Works Demonstration Garden at Yauger Park.
- **Grasscycling Program.** Grass clippings add significantly to the quantities of organic material collected between March and July. Aided by a Coordinated Prevention Grant from the Washington Department of Ecology, staff developed an outreach program to encourage residents to grasscycle by mulch mowing, using grass clippings as mulch or composting them in their backyard. The program involved two separate campaigns, one with in-person workshops and the other with an online virtual format. It offered \$150 rebates for the purchase of mulching mowers and \$25 rebates for backyard compost bins, as well as yard signs. The program won top honors from the City, County, Communication and Marketing Association (3CMA) in the Go Green category and third place for Digital Interactive Newsletters. Residents raved about the online format. While the rebates were tied to grant funding and no longer available, residents can still take the online workshop. Waste ReSources could easily promote this program again to encourage and offer incentives for natural lawn care.
- Two programs - **Spring Recycle Days** and **Neighborhood Chipping** - previously offered by City were cancelled, due to declining participation and rising cost. Spring Recycle Days provided Olympia residents with once a year curbside collection of metals, porcelain and tires for free. Neighborhood chipping consisted of the City hiring a contractor to provide chipping of woody debris to four or more households. The City determined that staff time and cost were better spent working on new and emerging waste reduction efforts.

### *Events*

- **Event Recycling.** Waste ReSources collects garbage, recyclable and organic materials at about 26 annual events and festivals. The four major events are the Wooden Boat Festival, Lakefair, Harbor Days and Sand in the City. The City requires festival and event organizers to obtain a permit. Organizers of free permitted public events are encouraged to borrow recycling containers from Waste ReSources to collect plastic bottles, aluminum cans and cardboard. If organizers recycle, the City charges only the garbage disposal cost and waives any hauling fees. Event organizers are encouraged to participate in organics collection for food service vendors and the public. For large events, Waste ReSources uses a special Zero Waste trailer ([Figure 6-2](#)).

Figure 6-2 Zero Waste Trailer for Public Events



- **Lakefair Parade.** Each year the City enters the Capital Lakefair Parade with one of its residential recycle trucks and a recycle cart drill team. Staff and enthusiastic volunteers use the opportunity to promote waste reduction and recycling by collecting bottles and cans along the route. In 2013, the City was awarded the judges' special recognition award.
- **Zero Waste Events.** The City lends out collection bins, signage and bags to help organizers of public and private events recycle and compost. Materials are free for events such as neighborhood block parties, weddings and family gatherings. Staff provides assistance and training to help organizers be as waste-free as possible. Waste ReSources encourages all City internal events to aim for Zero Waste.

## 6.5 Thurston County Outreach and Education

Thurston County Solid Waste and Environmental Health offers education and outreach programs for all County residents, focusing on areas outside of Olympia. City and County staff coordinate as much as possible to avoid duplication of efforts. Current and past programs are listed below.

### *Residential Recycling*

- Multi-family recycling education and outreach.
- Single-family residential recycling and organics outreach.

### *Businesses*

- Technical assistance for businesses outside Olympia.

### *Schools*

- Elementary and middle school education.

- Education, outreach and encouragement for school organics collection outside Olympia.

### *Community*

- Educational art projects.
- Presentations to community groups and organizations about recycling and waste reduction.
- Community outreach.

### *Public Information*

- Online “Where do I take my...?” database for numerous hard to recycle materials.
- WasteLessFood campaign to reduce the amount of food in the garbage.
- “Talkin’ Trash” newsletter mailed to all Thurston County households twice yearly.
- Recycling and waste reduction insert in Waste Connections/LeMay garbage and recycling bills.

### *Special Programs and Events*

- Two compost demonstration projects, in cooperation with Washington State University Extension: the Closed Loop Park at the WARC and Gallacci Garden at the Olympia Farmers’ Market.
- Event recycle cart loaners.

### *Hazardous Waste*

- Hazardous waste education and collection at HazoHouse at the WARC.
- Pharmaceutical drop-off program.



## PART 2

### Chapter 7 - Plan Direction and Implementation

Part 2 of the 2015-2020 Waste ReSources Plan presents the goals, objectives and strategies that will guide Waste ReSources on a continued path toward Zero Waste over the next six years. It sets forth what the Utility plans to accomplish and how progress will be measured. Objectives and strategies are designed to move forward on the four goals of the plan:

1. Reduce the quantity of waste generated and disposed in Olympia.
2. Increase the quantity of recyclable and compostable materials diverted from the landfill.
3. Operate collection services safely and efficiently.
4. Manage the Utility's finances responsibly, with fair, equitable rates that promote waste reduction and recycling.

The 2015 Plan builds upon the work accomplished under the 2008 Plan, which focused on voluntary education and encouragement as the means for achieving waste reduction and recycling. The 2015 Plan continues with voluntary measures and also includes rate incentive and legislative strategies.

This chapter reviews Waste ReSources' accomplishments since 2008, outlines current challenges and opportunities, reviews the research on which the Plan is based, and summarizes the strategies selected in response, with planned implementation dates. Objectives and strategies are described in more detail in Chapters 8 through 11.

#### 7.1 Accomplishments Since 2008

Waste ReSources has accomplished a lot since the 2008 Plan began aiming toward Zero Waste. This section summarizes the highlights.

##### *Waste Reduction and Diversion*

- Reduced total waste collected per capita by 15 percent between 2005 and 2012.
- Increased the residential single-family recycling rate from 51 percent (2005) to 58 percent (2012) and a peak of 60 percent in 2010.
- Increased the multi-family recycling rate from 8 percent to 15 percent.

##### *Organics*

- Expanded the City's curbside yard waste program to include food scraps and food-soiled paper. This resulted in 1,700 more organics customers – a 30 percent increase – and 1,000 more tons of organics collected.

- Implemented a commercial food waste program that now serves over 100 business customers, and is diverting an additional 350 tons of organic materials annually.
- Began a school organics collection program, which now includes 13 public and 3 private schools.

### *Education*

- Started a technical assistance and waste assessment program for businesses to help them reduce waste. Since 2008, 236 businesses have participated.
- Started a waste reduction and recycling education program that is reaching all third grade classrooms in the Olympia School District.
- Supported the Chamber of Commerce Green Business Awards.

### *Events*

- Launched a Zero Waste Events program, which provides recycling, organics and garbage containers for small events, parties and gatherings.
- Implemented public place recycling in Downtown Olympia and assisted Olympia Parks Department with recycling in parks.
- Expanded event recycling to all permitted and large events and added food scrap collection to the major events: Lakefair, Harbor Days, Wooden Boat Festival, and Sand in the City.

### *Collections*

- Moved to one-side road collection and added an automatic fleet tracking system (Zonar).
- Reduced the number of trucks and staff by 60 percent, while the number of customers increased by 20 percent.

### *Planning*

- Worked with the Department of Community Planning and Development (CP&D) and the City Engineer to improve site planning to ensure adequate space for collecting recyclable and compostable materials.
- Improved the data collection system to allow analysis by customer type, collection method and type of material.
- Completed waste characterization studies in 2009 and 2014.

## **7.2 Challenges and Opportunities**

This section highlights some of the challenges and opportunities that will either constrain or facilitate Olympia's efforts to move toward Zero Waste.

A potentially huge opportunity for increased diversion exists in the quantities of recyclable and compostable materials disposed at the WARC. The 2014 waste sort showed that 15.5 percent of Olympia's garbage is recyclable with current programs; 27 percent is compostable; and another 25 percent is potentially recyclable (see [Chapter 3, Section 3.3](#)).

This section discusses some of the obstacles to diverting more of this material by waste reduction, increased diversion, and improved operating efficiency.

### *Waste Reduction*

Waste reduction is the top priority in the hierarchy of waste management. It is also one of the most challenging, due to the influence of consumerism and product and packaging manufacturers. Certain types of waste (plastic bags, Styrofoam, blister packs, etc.) are designed with a single use in mind, and lack economic and logistically viable recycling markets.

Consumers want to do the right thing, but are often unsure or confused. Education and outreach are not highly persuasive at changing product manufacturing or consumer purchasing habits. Working up-stream through product stewardship influences manufacturers to be responsible for the materials they produce. Local initiatives to legislate certain problem materials can be an effective tool for reducing waste.

### *Diversion of Recyclable and Organic Material*

Waste ReSources faces a number of challenges related to increasing diversion of recyclables and organics.

- Collecting glass with other recyclables or separately, given the conflicting needs of recycling processors and recycling markets.
- Willingness of composting facilities to accept the variety of organic material collected.
- Lack of data about commercial recycling.
- Multiple haulers for commercial customers.
- Variables making multi-family recycling more difficult.
- Separation and processing of C&D debris.

### *Recyclables: Single-Stream vs Separate Glass?*

Paper mills in the U.S. and abroad do not want recovered paper that contains glass. In 2009 through 2012, the Washington State Department of Ecology led a work group in Southwest Washington to understand the commingled recycle system. The group developed a report on the best management practices for commingled recycle collection, including a recommendation to keep glass separate from other recyclables.

In 2003, Waste ReSources moved to single-stream recycling, collecting all recyclables in one container. The City's recycling processor accepts the glass, but it is not recovered to be made back into glass. In 2013, China imposed restrictions (known as the "green fence") on the quality of recycled material it would accept. The processing industry momentum is moving more and more toward single-stream with glass, which conflicts with end-users desire for higher-quality products.

### Organic Waste: Food Only or Other Biodegradable Material?

Over the past few years, residential and commercial yard waste programs have evolved to include food waste, food-soiled paper and compostable service ware and packaging. While Olympia's material remains relatively free of contaminants, some composting facilities in Washington are having difficulty dealing with the additional non-food materials. Thurston County's compost facility only accepts yard waste and food waste, and does not want any other materials. Thurston County is now contracting with additional compost facilities to take material that contains too many other products. In 2014, the City and County developed a unified acceptance list for organics countywide.<sup>10</sup>

### Commercial Recycling: Lack of Data

Private companies collect the majority of recyclable material generated by Olympia businesses. However, they do not report quantities to the City and data reported to the State is not separated by jurisdiction. The lack of data makes it impossible for Waste ReSources to calculate an accurate commercial or overall recycling rate. At this time, the best measure possible is to estimate, based on State recycling data (method used in 2008 Plan), or to apply statistical averages, based on the number of businesses by size and type. These methods give results ranging from 30 to 50 percent (see [Appendix 5, Residential and Commercial Collection Studies](#)).

### Commercial Recycling: Multiple Haulers

Because Olympia does not collect commercial recycling, most businesses have two haulers, Waste ReSources for garbage and a private company for recyclables. Organic material is collected by both Waste ReSources and private companies. Some businesses have expressed their desire for all services to be available through the City and on one bill.

### Multi-family Recycling: Multiple Challenges

The City's multi-family residential sector recycles far less than the residential single-family sector. Space limitations, frequent move-ins/move-outs, management layers, communication challenges, and competing interests all determine whether or not a complex recycles and how effectively. As with single-family customers, there is no recycling fee for multi-family properties and, therefore, most collect at least a minimal amount of recyclables for pickup. As urban density increases, it will become more important to maximize multi-family recycling through improved site logistics, communication and outreach.

### Construction and Demolition Materials

C&D materials comprise a significant portion of the waste stream, but diversion is difficult for numerous reasons.

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<sup>10</sup> <http://www.co.thurston.wa.us/solidwaste/organics/organics-home.htm>

- Local options for processing and marketing C&D material are limited to concrete and wood waste.
- The County transfer station accepts construction materials for recovery, but the disposal fee is the same as for garbage. Also, hours for sorting C&D waste are limited, and mixed loads are difficult to separate.
- The nearest full-service C&D processor is in Tacoma; it has been uneconomical for the City to haul waste out of County.
- There is a lack of consistent and viable end-user markets for certain recoverable products, such as glass for road base.

### *Operational Efficiency and Costs*

Maintaining operational efficiency will be challenged by the increasing number of customers, the potential for extreme weather and disaster to create excess debris, and the lack of leverage over recycling processing fees and markets. The Utility has an opportunity to reduce its carbon emissions by efficient fleet management, using green technology and encouraging waste reduction.

#### *Increasing Number of Customers*

The number of customers affects how many trucks and drivers are necessary to collect waste. More customers mean more waste and more time spent in collection. Together, these add to the operating cost, which can impact the fees customers pay for solid waste services.

Typical growth from infill can usually be absorbed into daily operations with minimal impact. However, construction of multi-family projects and annexation of new territory can result in a sudden rise in the number of added stops. This strains the Utility's ability to collect efficiently with existing trucks and staffing levels. (See [Chapter 3, Section 3.1.](#))

The multi-family sector is estimated to increase by 1,300 to 1,700 households by 2020 ([Appendix 5](#), page 48). Planned annexations between 2015 and 2017 will add at least 400 new households and potentially more. By 2020, single-family households are expected to increase by about 1,000. Any new annexations after 2014 will be on a 10-year transition period, unless the number of new customers is not significant and the City and the private hauler, Waste Connections/LeMay, agree to shorter terms.

#### *Extreme Weather Events and Natural Disasters*

Extreme weather events and natural disasters often result in excess quantities of waste needing to be recycled or disposed. Solid waste collection and material flow is often interrupted, as a result of weather and natural disasters. Climate change is likely to increase the number of extreme weather events. Some operational challenges include:

- Mud slides and flooding cause garbage train and truck transport delays, resulting in waste buildup at the transfer station and the need to limit waste collection from homes and businesses.

- Severe snow and ice storms can result in excess waste, requiring quick response to clean up and dispose or recycle debris.
- A major earthquake would likely result in vast quantities and varying types of waste that would need to be recovered and transported for disposal.

### Tipping and Transfer of the City's Recyclables

The City has little leverage on recycle processing fees or market values, and currently has only one viable outlet to market its recyclables. Therefore, the City's ability to find competitive markets is limited. Having access to a tipping and transfer site where collection trucks could be emptied into long-haul trailers for transporting recyclables to a processor could lower the City's overall processing costs by increasing revenue for recycled materials.

### Reducing the Carbon Footprint

Waste ReSources has several opportunities to reduce carbon emissions. Efficient collection operations keep costs down and rates low and also reduce emissions. New technologies are available to "green" the Utility's fleet. Waste reduction itself impacts the carbon footprint too. According to the EPA's systems-based view, materials (goods and food) comprise more than 40 percent of greenhouse gas emissions. Less waste hauled results in reducing emissions from Waste ReSources operations.

### *Timely Waste Composition Data*

The City coordinates with Thurston County Solid Waste to complete a waste composition study every four years. These studies are valuable in showing long-term trends. However, they don't provide timely feedback that would be useful for judging whether programs are having the desired effect.

## 7.3 Plan Research and Development

Waste ReSources has developed the 2015 Plan strategies in response to the challenges and opportunities surveyed above. Waste ReSources engaged Cascadia Consulting Group to research available data and recommend performance measures ([Appendix 4](#)), and to conduct an in-depth cost of service study that modeled alternative scenarios for commercial recycling, residential organics and residential glass collection (see [Appendix 5](#)).

Cascadia also produced a series of reports describing Olympia's current programs, examples of programs from other jurisdictions, and recommended strategies:

- Multi-family recycling ([Appendix 6](#)).
- C&D debris reuse and recycling ([Appendix 7](#)).
- Residential, commercial, school, and public event recycling and composting ([Appendix 8](#)).

Cascadia's recommendations were then analyzed by Waste ReSources staff. Strategies were selected for implementation, based on a combination of impact, feasibility and ability to

implement. Many of the strategies improve upon existing work, while others are new. Strategies not selected can be considered in the future, if conditions make them feasible, desired or necessary to continue progress toward Zero Waste.

#### 7.4 2015-2020 Strategies and Priorities

Table 7-1 summarizes the 51 strategies planned for 2015 to 2020 and their relative priority. For each strategy the table indicates whether it relates to an existing or new program and when it is expected to be implemented. Some strategies are listed as both existing and new. In these cases, a new element is identified for implementation, while the existing program will continue with minor adjustments.

Relative priority is classified as high, moderate or low. A high, moderate or low priority represents a combination of importance, impact, and ability to implement, or affect the outcome.

Table 7-1 Summary of Strategies

No.	Objectives	Strategies	Relative Priority	Existing or New	When
<b>Goal 1: Reduce the quantity of waste generated and disposed of in Olympia.</b>					
<b>Objective 1A: Reduce per capita waste by 5 percent.</b>					
1A1	Encourage waste prevention in partnership with Thurston County.		Moderate	Existing/New	2016 - Ongoing
1A2	Promote grasscycling and onsite composting.		High	Existing	Ongoing
1A3	Continue third grade education and adapt for other grade levels.		Moderate	Existing/New	2015-Ongoing
1A4	Develop tools and systems to increase green purchasing.		Moderate	New	2016-17
1A5	Support reuse, repair, sharing, and short-term rentals.		Moderate	New	2016
1A6	Support extended producer responsibility programs.		Low	New	TBD
1A7	Explore material and packaging bans.		Low	New	TBD
<b>Goal 2: Increase the quantity of recyclable and compostable materials diverted from the landfill.</b>					
<b>Objective 2A: Evaluate and understand waste stream characteristics and customer disposal behaviors.</b>					
2A1	Partner with Thurston County on waste characterization studies.		High	Existing	2019-2020
2A2	Conduct special collection routes annually to gather data on multi-family recycling.		Moderate	New	2015 and Annual
2A3	Request data on recyclables and C&D debris from private haulers and recycling and composting facilities.		Moderate	New	2015-17

No.	Objectives	Strategies	Relative Priority	Existing or New	When
2A4	Require private companies to report quantities of recyclables and C&D debris they are collecting in Olympia.		Moderate	New	2018
2A5	Conduct behavioral studies to learn how to better motivate customers to recycle and compost correctly.		Moderate	Existing/New	Ongoing
2A6	Estimate greenhouse gas emissions benefits associated with recycling and composting.		Low	Existing	Ongoing
2A7	Conduct an independent analysis of residential recyclable material.		High	New	2016
2A8	Use recyclable material capture rates as a decision tool.				
<b>Objective 2B: Increase the quantity and quality of recyclable and compostable materials collected from single-family residential customers.</b>					
2B1	Conduct residential education and update education materials, as needed.		Low	Existing	Ongoing
2B2	Implement a cart inspection and customer feedback program.		High	New	2015
2B3	Continue collecting glass with other recyclables, while monitoring markets and considering a possible change.		Low	Existing	Ongoing
2B4	Consider banning easily recyclable materials from garbage.		Moderate	New	2017
<b>Objective 2C: Increase the quantity and quality of recyclable and compostable materials collected from multi-family residential customers.</b>					
2C1	Continue cart-based collection of commingled recyclables, organics, and cardboard.		High	Existing	Ongoing
2C2	Continue and improve onsite technical assistance and outreach.		Moderate	Existing	Ongoing
2C3	Facilitate collection of products and materials for reuse and refurbishment.		Low	New	2017
2C4	Conduct door-to-door outreach at complexes needing the most assistance.		Moderate	New	2017
<b>Objective 2D: Increase the quantity and quality of recyclable and compostable materials collected from commercial customers</b>					
2D1	Extend cart-based commingled recyclables collection to businesses, government agencies and institutions.		High	New	2015-16
2D2	Encourage high-volume food waste customers to divert organic materials for composting.		Moderate	Existing	Ongoing
2D3	Expand onsite technical assistance for businesses on recycling and composting.		Moderate	Existing	Ongoing
2D4	Improve collection of recyclable and compostable materials from City buildings and facilities.		Moderate	Existing	Ongoing
2D5	Partner with other City utilities on technical assistance and participate in regional green business programs.		Low	Existing	Ongoing



No.	Objectives	Strategies	Relative Priority	Existing or New	When
<b>Objective 2E: Increase diversion of C&amp;D material.</b>					
2E1	Conduct a pilot test for transporting C&D to out-of-county processors.		Moderate	New	2015
2E2	Develop a C&D recycling, salvage and deconstruction toolkit.		Low	New	2016
2E3	Promote C&D recycling to builders.		Low	New	2016
2E4	Require permitted building and demolition sites to have separate on site containers for recyclable material and garbage.		Moderate	New	2017-18
<b>Objective 2F: Increase the quantity and quality of materials recycled and composted through non-curbside methods.</b>					
2F1	Explore an expanded drop-off recycling site within City limits.		Low	Existing	Ongoing
2F2	Develop additional Zero Waste Event educational material and continue offering collection containers at smaller public and private events.		Low	Existing	Ongoing
2F3	Encourage recycling and composting at public events		Moderate	Existing	Ongoing
<b>Goal 3: Operate collection services safely and efficiently.</b>					
<b>Objective 3A: Implement routing and service changes that increase operational efficiencies and maintain or improve service reliability.</b>					
3A1	Continue implementing one-side road collection.		High	Existing	Ongoing
3A2	Pursue automated GIS routing systems and on-board scales for collection trucks.		Low	Existing	Ongoing
3A3	Evaluate and refine routes and drive paths to eliminate overlap.		Moderate	Existing	Ongoing
3A4	Explore developing centralized garbage, recycling, and organics collection areas for Downtown businesses.		High	New	2016-18
3A5	Coordinate with City Fleet Services on alternative fuels and hybrid collection vehicles.		Low	Existing	Ongoing
3A6	Create an emergency response plan for managing disaster debris and interruptions to collection services.		Moderate	New	2016
<b>Objective 3B: Reduce the number of incidents and accidents.</b>					
3B1	Ensure that all Waste ReSources collectors are IAPD certified.		High	Existing	Ongoing
3B2	Participate in site plan review to ensure adequate space and access to containers.		High	Existing	Ongoing
3B3	Work with customers to eliminate unsafe conditions.		High	Existing	Ongoing
<b>Goal 4: Manage the Utility's finances responsibly, with fair, equitable rates that promote waste reduction and recycling.</b>					

No.	Objectives	Strategies	Relative Priority	Existing or New	When
<b>Objective 4A: Ensure that customer rates are equitable and reflect a balance between the cost of providing service and the goals of promoting waste prevention and recycling.</b>					
4A1	Offer rate incentives for waste reduction and recycling.		High	Existing	Ongoing
4A2	Offer reduced and special rates for low-income and roll-out customers.		High	Existing	Ongoing
4A3	Use debt and reserves responsibly to smooth customer rate impacts.		Moderate	Existing	Ongoing
4A4	Consider bundling fees for residential organics collection with garbage and recycling fees.		High	New	2019
4A5	Consider an alternative rate structure for commercial collection, based on the cost of collection.		High	New	2016-2017
<b>Objective 4B: Seek opportunities to increase revenue from non-fee sources.</b>					
4B1	Seek out the best value in recycling processors.		High	New	2016
4B2	Seek opportunities to increase revenue from non-fee sources.		Low	Existing	Ongoing

## Chapter 8 – Waste Reduction (Goal 1)

This chapter presents the objectives and strategies for reducing the total quantity of waste generated in Olympia over the next six years. The objective and strategies are in response to challenges and opportunities described in [Chapter 7](#). Waste ReSources Goal 1 is:

“Reduce the quantity of waste (garbage, recyclables and organic material) generated and disposed in Olympia.”

Between 2005 and 2013, the total quantity of waste generated in Olympia decreased by about 8 percent, even though population increased by nearly 12 percent. Between 1999 and 2013, total waste increased by about 9 percent, from 32,000 to nearly 37,000 tons, while population increased by 16 percent. Waste per capita was 4.21 pounds per day in 1999; it peaked at 5.14 pounds in 2005, and decreased to 4.17 pounds in 2013. (See [Chapter 3, Section 3.2.](#))

If individuals and businesses are able to reduce the amount of materials they send to the landfill, waste reduction may eventually outpace waste increases, due to population growth. Over time, the size of the total “pile” of waste could be reduced and eventually eliminated despite the increase in population. Ideally, the only remaining “waste” would be recycled or composted, and no garbage would be left to send to the landfill. See [Chapter 2, Figure 2.1.](#)

Assuming that waste generation increases at the same rate as population growth (1.5 percent per year), the total waste in 6 years would be over 40,000 tons. A rise in per capita generation could increase that amount dramatically.

### Objective 1A – Reduce per capita waste by 5 percent.

In the short term, from 2015 to 2020, Waste ReSources will focus on reducing the amount of waste per person by 5 percent, from 4.17 pounds per day to 3.7 pounds per day.

This objective aims to reduce waste “downstream” by influencing the behavior and consumption values of residential and business waste generators. Waste ReSources programs will aim to influence Olympia residents and businesses to make product choices that create less waste, use fewer natural resources and are less hazardous.

The City will also support regional and national efforts to prevent waste “upstream” by influencing extraction, manufacturing, transportation and distribution practices.

### Result Measure 1 - Per Capita Waste

Measure of Success	Waste Per/Capita (pounds per day)
Baseline 2013	4.17
Target 2020	3.7 or less

## Strategies

- 1A1 Encourage waste prevention through existing programs and in partnership with Thurston County.

*Waste prevention is one of the most challenging aspects of the waste reduction goal. It is a paradigm shift, placing entrenched consumer values and product marketing against a waste reduction mindset and practice. Waste ReSources will include waste prevention messaging and opportunities into its existing outreach, as well as continue to work with Thurston County on its food rescue program to promote edible food donation by businesses and food waste prevention by residents and businesses. Waste prevention also includes continuing to coordinate with Thurston County's Environmental Health on hazardous waste education and reduction programs.*

- 1A2 Continue to promote **grasscycling** and onsite composting.

*Continue to encourage residents to grasscycle and compost in their back yards to reduce the quantity of organic materials placed at the curb. This strategy also involves working with other City departments that encourage natural yard care.*

- 1A3 Continue third grade classroom education and adapt for other grade levels.

*The existing program for educating students about waste reduction, reuse and recycling will be adapted to other grades through student environmental programs. A natural progression begins with middle schools and moves onto high school. This could involve collaborating with Thurston County's school education program.*

- 1A4 Develop tools and systems to increase green purchasing.

*Establish guidelines and create tools to help City departments find greener options in purchasing, including instructions for finding greener options from the vendors most commonly used by City departments, and sample language to include in procurement contracts. Encourage private businesses to adopt similar procurement policies.*

- 1A5 Support reuse, repair, sharing, and short-term rentals.

*Work in partnership with local organizations to support reuse, repair, sharing, and short-term renting. Examples include Fix-It Fairs, product lending libraries, community swaps, and encouraging reuse and repair of bulky items.*

- 1A6 Support extended producer responsibility programs.

*Support producer responsibility programs in partnership with Thurston County, other municipalities and Washington State.*

- 1A7 Explore material and packaging bans.

*In July 2014, in response to environmental concerns and public support, a single-use plastic bag ban went into effect in Olympia, Tumwater, Lacey and unincorporated Thurston County. Material and packaging bans for other items such as Styrofoam take-out containers have been banned in other communities. This strategy will explore banning additional products and materials, if it makes environmental, economic and social sense.*

## Chapter 9 – Recycling and Composting (Goal 2)

This chapter presents the objectives and strategies for increasing the quantity of waste recycled and composted in Olympia over the next six years. The objectives and strategies are in response to challenges and opportunities described in [Chapter 7](#). Waste ReSources Goal 2 is:

“Increase the quantity of recyclable and compostable materials diverted from the landfill.”

As discussed in [Chapter 3](#), the single-family residential recycling rate is about 60 percent, while the multi-family rate is around 15 percent. About 6 percent of the commercial waste collected by Olympia crews is compostable, but data on commercial recycling collected by private companies is unknown. Of total waste hauled by Waste ReSources, about 30 percent is recyclable. Adding in commercial recycling would make this total higher. Since large quantities of currently and potentially recyclable materials, particularly paper, food waste and construction debris, are currently disposed of at the landfill, a significant opportunity to increase diversion of waste remains ([Chapter 3, Table 3-3](#)).

By implementing this Plan, Waste ReSources aims to increase the recycled and composted portion of the total waste generated in Olympia. Diverting half the recyclables and compostables that now end up in the landfill (5,700 additional tons) would increase the known diversion rate from 30 to 45 percent. Adding in recyclables hauled by private companies could push the recycle rate to 60 percent or more.

The objectives planned to accomplish this total impact are:

- Evaluate and understand waste stream characteristics and customer disposal behaviors.
- Increase the quantity and quality of recyclable and compostable materials collected from single-family residents.
- Increase the quantity and quality of recyclable and compostable materials collected from multi-family residents.
- Increase the quantity and quality of recyclable and compostable materials collected from commercial customers.
- Increase diversion of C&D material.
- Increase the quantity and quality of materials recycled and composted through non-curbside methods.

**Objective 2A** – Evaluate and understand waste stream characteristics and customer disposal behaviors.

Knowing the quantity and composition of each waste stream (garbage, recyclables and organic materials), as well as quantities disposed by customer type, is an important step in

understanding customer disposal behaviors. Better data will help Waste ReSources evaluate program effectiveness, adapt work efforts more strategically, and track progress toward Zero Waste goals. Detailed results of research on data, measurements and recommendations can be found in [Appendix 4, Data and Measurement](#), a technical memo by Cascadia Consulting Group.

### Result Measure 9-1 Waste Stream Data

Targets
At least one comprehensive garbage sort completed every four to five years.
Residential recycle sort completed annually.
At least 10 days of <b>lid lifts</b> completed.
Data on commercial recyclables and C&D debris hauled by private companies is known by Waste ReSources.

#### Strategies

2A1 Continue to partner with Thurston County Solid Waste on waste characterization studies.

*In-depth waste studies help communities understand disposal patterns over time. Working with Thurston County is a cost-effective way for Waste ReSources to obtain Olympia-specific data on landfilled waste, recyclable and organic materials.*

2A2 At least once per year, conduct special collection routes to obtain tonnage data that can be used to estimate the amount of multi-family waste collected in dumpster containers.

*These data are helpful in tracking the overall disposal and recycling rate for the multi-family sector. Normally multi-family and commercial waste is collected together in the same truck.*

2A3 Request data from private haulers and recycling and composting facilities on quantities of recyclable material, including C&D debris, they are collecting or processing from Olympia customers.

*Olympia lacks data on commercial recycling and C&D debris, because most this material is hauled and processed by private companies. These data are critical for understanding the success of recycling and diversion in Olympia. A first step is to work with Thurston County Solid Waste, Recovery 1, and other facilities that accept C&D debris and recyclable material from within Olympia city limits. Data is needed on the quantity of C&D material generated by building and demolition projects in Olympia, including material self-hauled by construction and demolition companies. Additionally, Waste ReSources work with private recycler haulers to gather data on traditional recyclables collected in Olympia.*

- 2A4 Require private companies to report how much recyclable material and C&D debris they are collecting within Olympia.

*If Strategy 2A3 is unsuccessful at getting adequate data, require private companies that haul recyclables, organic and C&D material to register with the City and to report annual quantities of each type of material collected and where materials were delivered. This strategy will allow Waste ReSources to accurately calculate the overall commercial recycling rate, thereby measuring the overall effectiveness of its Zero Waste programs. The requirement would apply to any material such as traditional recyclables, organic materials and C&D debris.*

- 2A5 Continue to conduct behavioral studies to learn how to better motivate customers to recycle and compost correctly.

*This strategy involves staying current on best practices for recycling motivation and, as opportunities present themselves, conducting smaller, targeted research projects at events or in neighborhoods.*

- 2A6 Use EPA's WaRM model or similar tool to estimate greenhouse gas benefits associated with recycling and composting.

*Use garbage, recyclable and organics composition and tonnage data with EPA's WaRM model or a similar tool to calculate the benefits associated with recycling and composting. Waste ReSources has used these tools in the past and found them to be helpful decision-making tools.*

- 2A7 Conduct an independent analysis of Olympia's residential recyclable material.

*Olympia does not receive documentation of sorting results from the recycle processing facility. The reported composition appears inconsistent with historical trends in packaging and historic composition of recyclables collected by Waste ReSources. Conducting an independent sort would help Waste ReSources understand what is actually recycled. These data would be useful when seeking out the best value in recyclables. (See [Appendix 4](#), Data and Measurement, and [Appendix 5](#), Residential and Commercial Collection Service Studies.)*

- 2A8 Use recyclable material capture rates as a decision tool.

*The most common method for tracking success of a recycling program is based on calculating the total amount collected as recyclable, against how much total material is collected as garbage. Capture rates compare the amount of specific recyclable materials collected versus the amount of those same recyclables in the garbage. This method presents a fairly accurate picture of how well residents are managing recyclable materials.*

**Objective 2B** – Increase the quantity and quality of recyclable and compostable materials collected from single-family residential customers.



Olympia has been very successful with residential recycling, and Waste ReSources wants to continue building on that success. Educational programs and convenience have brought the City’s single-family recycling rate to 60 percent in 2013. However, substantial amounts of curbside recyclables are still showing up in the garbage ([Chapter 3, Table 3](#)).

Successful implementation of this objective would increase the proportion of recyclables and compostable materials collected from single-family residences from 60 to 70 percent. This can be accomplished by capturing half of the 2,858 tons of single-family recyclable and organic material currently sent to the landfill, collecting an additional 1,429 tons at curbside.

[Appendix 5](#), the *Residential and Commercial Collection Service Studies* from Cascadia Consulting, describes Olympia’s current recycling programs, research on strategies for increasing recycling, and strategies recommended for Olympia. [Appendix 8](#) also contains strategies recommended for increasing the amount of material recycled by single-family residents.

**Result Measure 9-2 Single-Family Recycling Rate**

Target	Single-Family Recycling Rate
Baseline 2013	60%
Target 2020	70%

*Strategies*

- 2B1 Continue to conduct residential education and update materials, as needed.  
*Provide ongoing technical assistance, respond to customer inquiries and keep educational materials and web-based information current.*
- 2B2 Implement a cart inspection and customer feedback program.  
*This strategy involves periodic visual inspection of all material streams (garbage, recyclables and organics) and providing feedback to residents to ensure materials are put in the proper container. The can be route-specific, as needed.*
- 2B3 Continue collecting glass with other recyclables while monitoring and evaluating recycling markets and costs for an appropriate or necessary time to change.  
*The Cost of Collection Service Study ([Appendix 5](#)) showed that collecting glass separately would increase residential collection costs by about \$199,000 annually, or a 5 percent increase. This does not include the initial cost of supplying carts to each household or adding a truck and driver. The assumption is that separation would only capture roughly half of the glass disposed of. Waste ReSources will continue to monitor and consider additional research and findings, as it becomes available. (See Challenges, [Chapter 7, Section 7-2.](#))*
- 2B4 Consider banning easily recyclable materials from garbage.

*Focus on recyclables with strong markets, which continue to be landfilled in large quantities. Easily recycled materials include aluminum containers, tin cans, newspaper, and cardboard. Bans have been implemented in other communities when voluntary efforts have proved unsuccessful.*

**Objective 2C** – Increase the quantity and quality of recyclable and compostable materials collected from multi-family residents.

Olympia has been very successful with multi-family recycling and Waste ReSources wants to build on that success. In the past six years, educational campaigns and convenient multi-family collection have nearly doubled the City’s multi-family recycling rate to almost 15 percent (without organics). However, substantial quantities of recyclable material are still showing up in the garbage. For example, an estimated 12.1 percent of multi-family garbage is recyclable paper, and another 900 tons is compostable food waste (**Chapter 3, Table 3-3**). Successful implementation of this strategy would result in diverting an additional 970 tons of waste from the residential garbage.

This objective aims to increase the multi-family recycling rate from 15 to at least 30 percent, and virtually eliminate recyclable paper from the multi-family garbage. This can be achieved by capturing 970 of the estimated 1,941 tons of recyclables currently disposed of as garbage.

**Appendix 5, Residential and Commercial Collection Service Studies**, describes Olympia’s current recycling programs, as well as explains research on strategies to increase recycling, and strategies recommended for Olympia.

Research on best practices for increasing multi-family recycling and recommended strategies are in **Appendix 6, Multi-family Recycling Strategies**.

**Result Measure 9-3 Multi-Family Recycling Rate**

Target	Multi-family Recycling Rate
Baseline 2013	15%
Target 2020	30%

**Strategies**

2C1 Continue cart-based collection of commingled recyclables, organics and cardboard collection.

*The City’s cart-based collection system for commingled recycling has been in place since the mid 1990’s. Cart-based collection makes it possible for many older multi-family properties with limited space for containers to provide recycling to residents. It also standardizes the collection system with single-family services, so that both single and multi-family recycling is collected by the same trucks.*

2C2 Continue and improve onsite technical assistance and outreach.

*Regular contact with property managers is an important step in keeping both managers and residents engaged. This strategy builds upon the existing outreach program and materials by adding annual status reports, enhancing materials, considering limited English-speaking and multi-cultural residents, and refining the property contacts database. Staff will also continue to identify complexes with high levels of contamination and overflow issues, and follow up with a targeted approach.*

2C3 Facilitate product and material collection for reuse and refurbishment.

*Frequent turnover at apartments results in purging highly useable materials including clothing, textiles, household goods, furniture, and other bulky items. This strategy would explore options to keep this material out of dumpsters.*

2C4 Conduct door-to-door outreach at complexes needing the most assistance.

*Other communities have used door-to-door outreach effectively. However, it is labor intensive and requires property management approval. Olympia tried it in 2009 with limited success. It is an opportunity worth exploring again.*

## **Objective 2D** – Increase the quantity and quality of recyclable and compostable materials collected from commercial customers.

As shown in [Chapter 3](#), commercial businesses, public agencies and other institutions generate 59 percent of the City’s waste sent to the landfill. Substantial quantities of recyclables are showing up in the commercial garbage. For example, about 10 percent of commercial garbage is recyclable paper, and another 6 percent is recyclable containers ([Chapter 3, Table 3-3](#)).

The City has limited ability to influence commercial recycling because it does not provide commercial recycling service and does not have exclusive authority over recycling collection, as it does with garbage. Waste ReSources can only estimate quantities of commercial recycling because haulers do not report data to the City. The commercial recycling rate is estimated between 16 and 50 percent; 16 percent is the known rate of commercial organics collected by the City and amounts confirmed by private haulers. (See [Appendix 5, Residential and Commercial Service Studies](#), pages 97 and 98.)

Achieving this objective would divert an additional 3,283 tons of waste from the commercial garbage. This is half of the estimated 6,566 tons of recyclable and compostable material currently sent to the landfill from commercial customers. Implementing strategies to obtain recycle and compost data hauled by private companies would improve data collection and measurement (Objective 2B). Accurately measuring progress on this objective will depend on obtaining reliable data from private haulers.

[Appendix 5](#), the *Residential and Commercial Collection Service Studies* from Cascadia Consulting, describes Olympia’s current recycling programs, research on strategies for

increasing recycling, and strategies recommended for Olympia. [Appendix 8](#) also contains a comprehensive list of potential recycling strategies.

#### Result Measure 9-4 Commercial Recycling Rate

Target	Commercial Recycle Rate
Baseline 2013	16% (known minimum)
Target 2020	50%

Note: Measure of the total commercial recycling rate depends upon receiving accurate data from private haulers.

#### Strategies

- 2D1 Extend cart-based commingled recyclables collection to businesses, government agencies and institutions.

*This strategy involves engaging stakeholders and continuing to evaluate whether to charge a separate fee for this service or bundle it into the garbage rate. This strategy will ease Olympia into commercial recycling, by focusing on low-volume recyclers who might not otherwise subscribe to the service. All customers would still have the option to get recycling service from private companies.*

- 2D2 Continue encouraging high-volume commercial food waste customers to divert organics for composting.

*High-volume commercial food waste customers present the greatest opportunity for organics diversion. Through waste assessments and customer inquiries, Waste ReSources will continue to work with these customers to overcome barriers to participation.*

- 2D3 Expand educational materials and onsite technical assistance for businesses on recycling and composting.

*This strategy enhances the current outreach to include developing case studies, creating a model purchasing guide and additional literature, using a database tool for tracking participation, publishing materials in languages other than English, and possibly using social media tools. Other planned activities include focusing on “light touch” contact to all businesses and developing an organics training program.*

- 2D4 Continue to improve collection of recyclable and compostable materials from City buildings and facilities.

*Waste ReSources staff will work with other City departments to conduct onsite waste audits, and provide additional technical assistance and education, as needed. This strategy encourages the City to “walk its talk”.*

- 2D5 Work with other City utilities to integrate onsite technical assistance and participate in regional green business engagement programs.

*Waste ReSources staff will continue to coordinate outreach efforts with other City environmental staff. One approach is for all staff to learn to recognize common conservation opportunities and provide referrals to each other.*

**Objective 2E – Increase diversion of C&D material.**

C&D debris is often collected at job sites by private haulers. The amount of C&D waste and where it is delivered is not known. However, as explained in [Chapter 3](#), recycling of these materials is not always cost-effective, and significant quantities are sent to the landfill as garbage. Recyclable metals, wood and C&D debris make up about 15 percent of commercial garbage, 7 percent of residential and 10 percent of multi-family garbage. (See [Chapter 3](#), [Table 3-3](#) and [Appendix 2](#), *City of Olympia Waste Characterization Study*).

This objective focuses on the commercial generation of C&D debris. Successful implementation would divert an additional 1,381 tons from the commercial garbage. This target assumes that about half of the estimated 2,762 tons of C&D debris found in the garbage in 2013 can be diverted.

[Appendix 7](#), *Construction and Demolition Debris Reuse and Recycling*, describes Olympia’s current C&D debris recycling program, research on strategies for increasing C&D debris recycling by other West Coast jurisdictions, and strategies recommended for Olympia.

**Result Measure 9-5 Quantity of C&D Material Sent to Landfill**

Target	C&D Material in Garbage
Baseline 2013	2,762 tons
Target 2020	1,381 tons or fewer

Note: Quantity calculated based on Thurston County Waste Characterization Studies.

**Strategies**

2E1 Conduct a pilot test for transporting recyclable C&D to out-of-county processors.

*Seek out opportunities for City crews to haul C&D waste to out-of-county processors. Perform a cost and benefit analysis of the feasibility of providing such a service long term.*

2E2 Develop a C&D recycling, salvage and deconstruction toolkit with information, tools and contact information for local service providers.

*Waste ReSources has not actively promoted C&D recovery, in the past. A tool kit would include a combination of print and web-based materials that will provide information and be part of a larger marketing campaign.*

2E3 Promote C&D recycling to builders.

*After developing a toolkit, Waste ReSources will promote C&D recycling through the Community Planning & Development permit counter, on City webpages, and through*

*construction industry organizations and publications. Waste ReSources will also partner with Thurston County to the extent feasible.*

- 2E4 Require permitted building and demolition projects to have separate containers onsite for recyclable materials and garbage.

*This approach would help ensure source separation of C&D material on construction and demolition sites.*

**Objective 2F – Increase the quantity and quality of materials recycled and composted through non-curbside methods.**

Waste ReSources has been very successful with event recycling, Zero Waste events, pedestrian recycling, and the Saturday drop-off site, and plans to continue building upon success.

Nearly all public events (28 of 30 in 2014) participate in recycling and composting. Nearly 15 percent of the waste from these events was recycled. The number of smaller public and private Zero Waste Events, where the City provides recycling materials and bins, has grown to over 60 events annually. In 2012 and 2013, 15 pedestrian recycling containers were installed in Downtown Olympia, collecting about 3.6 tons of recyclable material each year. While not a significant amount, these bins provide convenient opportunities for downtown pedestrians to recycle their waste.

The City operates a Saturday drop-off site for yard waste (fee-based) and traditional recyclables and scrap metal (free). In 2014, over 900 customers dropped off nearly 120 tons of material.

**Result Measure 9-6 Quantity of Recyclables Collected by Non-Curbside Methods**

Target	Tons Recycled through Non-curbside Methods
Baseline 2013	130
Target 2020	300

Note: Includes Saturday drop-off site, major public events and smaller public/private Zero Waste events.

**Strategies**

- 2F1 Continue exploring an expanded drop-off recycling site within City limits.

*This strategy suggests developing a recycling and sustainability center at the old City Hall Fire Training Pad site. The site would be open more than one day a week, accept a broader range of materials, and serve as a transfer station for recyclables. It would also be a site for community “amnesty day” events for drop-off of hard-to-recycle items.*

- 2F2 Develop additional Zero Waste Event educational materials and continue offering collection containers at smaller public and private events.

*This strategy involves supplementing the existing Zero Waste Event materials with a more extensive toolkit containing information and tips on waste prevention, using durables, donating edible food, and setting waste diversion and prevention goals.*

2F3 Continue to encourage recycling and composting at public events.

*Signing up for event recycling is a voluntary part of the City's event permit process. Waste ReSources will enhance the existing event recycling program by encouraging vendors to collect compostable material and offering tips on waste prevention, such as donating edible food, and setting waste diversion and prevention goals. If expanded to include collection of organic material, a compostable container requirement may need to be implemented.*

## Chapter 10 – Safe and Efficient Operations (Goal 3)

This chapter presents the objectives and strategies for improving the Utility’s overall management, operational effectiveness and safety. The objectives and strategies are in response to challenges and opportunities described in [Chapter 7](#). Waste ReSources’ Goal 3 is:

“Operate collection services safely and efficiently.”

As described in [Chapter 5](#), Waste ReSources has made major improvements in its management and operation, and plans to continue to do so over the next six years. Improvements include an alternating every-other-week residential collection system, automated residential pick-up, single-stream recycling, emphasis on site plan review, driver training, and safety talks. In addition, the Utility began implementing one-side road pick up. These changes resulted in fewer, or less severe injuries and incidents and the ability to serve more customers with the same or fewer trucks and drivers. [Chapter 5](#) describes these efficiencies in detail. The objectives and strategies planned to accomplish this goal are discussed below.

### **Objective 3A** – Implement routing and service changes that increase operational efficiencies and maintain or improve service reliability.

Regular removal of waste provides both public and environmental health benefits and contributes to the cleanliness and attractiveness of Olympia. Annually, Waste ReSources crews drive about 250,000 miles and use about 70,000 gallons of fuel to serve roughly 13,600 residential and 1,200 commercial customers. Waste ReSources crews drive 500 lane miles multiple times every week, and collect from each residential and commercial customer at least once a week.

Successful implementation of this objective will result in nearly one-third of residential customers moving to one-side road collection; consolidating customer accounts in dense, difficult to serve parts of the City; increased use of technology; and planning for service interruptions due to severe storms, earthquakes or other disasters.

Resource needs (trucks and drivers) were analyzed and projected in *Residential and Commercial Service Studies* ([Appendix 5](#)). Estimates in growth and planned service changes suggest the need to add one additional residential truck and driver in the next two to three years. Implementing commercial recycling may accelerate the need to add resources, if customers subscribe at a faster or higher level than projected in these studies.



## Result Measure 10-1 Number of Trucks and Staff

Target	Number of Trucks & Staff
Baseline 2013	13 Trucks and 16 Collectors
Target 2020	14 Trucks and 17 Collectors

### Strategies

- 3A1 Continue implementing one-side road collection to the greatest extent possible.

*One-side road collection began as a pilot in 2012 and is now being implemented citywide, where possible. The focus is on small area neighborhoods and neighborhood streets. Each new area requires creating a new drive path and customer communication.*

- 3A2 Continue to pursue automated GIS routing systems and on-board scales for collection trucks.

*This longer-term strategy relies on the ability to have the City's utility billing database communicate with a third party program and graphically represent these data on a map. This work requires coordination with the City's Information Technology team. Continue to evaluate on-board scale technology.*

- 3A3 Continue evaluating and refining routes and **drive paths** to eliminate overlap.

*To accommodate growing numbers of customers, particularly with annexations and large new developments, routes and drive paths have to be adjusted. Waste ReSources uses a computerized program, ZONAR, to track vehicle drive paths. This tool, along with route maps and driver knowledge, is used to periodically refine and balance routes.*

- 3A4 Explore developing centralized garbage, recycling and organics collection areas for Downtown businesses.

*Establishing central waste collection areas in Downtown could eliminate multiple pickups from dumpsters in alleys and other hard to access areas, and reduce the need for less cost-effective rear-load collection trucks. Waste ReSources will work with Downtown businesses to identify potential locations and create a shared cost system.*

- 3A5 Continue to coordinate with City's Fleet Services to evaluate options for alternative fuels and hybrid collection vehicles.

*Fuel has historically been a big factor for Waste ReSources. As trucks wear out and get replaced, the Utility will work with Fleet Services to seek alternatives, such as hybrid vehicles, that will reduce fuel consumption and greenhouse gas emissions.*

- 3A6 Create an emergency response plan for how Waste ReSources will manage disaster debris and interruptions to collection services.

*An emergency plan will formalize Utility procedures, based on past events and learning. It will describe the basic steps for managing excess waste and interruptions in collection and disposal.*

**Objective 3B** – Reduce the number of incidents and accidents.

Waste ReSources collectors regularly maneuver large vehicles in and out of tight spaces, and operate all day long, often in heavy traffic and poor lighting conditions. This puts drivers at risk for incidents and accidents. Driver training, site plan review and direct customer interaction help minimize this risk. Because of the large number of miles driven and challenging conditions, getting to zero incidents/accidents is an ambitious objective but worth pursuing. Waste ReSources records all incidents, no matter how minor. This helps identify where to focus safety efforts, whether it be training or changing physical conditions.

**Result Measure 10-2**    **Number of Accidents**

Target	Number of Accidents
Baseline 2013	22
Target 2020	0

*Strategies*

3B1    Continue to ensure all Waste ReSources collectors are International Academy for Professional Driving (IAPD) certified.

*All Waste ReSources collectors are certified through the IAPD program. Certification requires an annual refresher course. Two Waste ReSources drivers are trained instructors. Since the City began certifying drivers in 2009, driver incidents have reduced significantly.*

3B2    Continue participating in site plan review to ensure adequate space and access to garbage, recycling and composting containers.

*Waste ReSources staff will continue to work with the City’s Community Planning and Development Department to make sure each new and remodeled building has adequate space for trucks to access containers.*

3B3    Continue to work with customers directly to eliminate unsafe conditions.

*Waste ReSources collections staff regularly identify and evaluate unsafe conditions. Most issues are related to commercial and multi-family garbage collection. Once identified, issues can be prioritized and resolved.*

## Chapter 11 – Financial Responsibility

This chapter describes Waste ReSources’ current financial position and presents the objectives and strategies for managing the Utility in a fiscally responsible manner, with fair and equitable rates. The objectives and strategies are in response to challenges and opportunities described in [Chapter 7](#). The Utility’s Goal 4 is:

“Manage the Utility’s finances responsibly, with equitable rates that promote waste reduction and recycling.”

To accomplish this goal 2015-2020 objectives are:

- Ensure that customer rates are equitable and reflect a balance between the cost of providing service and the goals of waste prevention and recycling.
- Seek opportunities to increase revenue from non-fee sources.

As a context for the planned financial strategies, the following sections address the Utility’s revenue and expenditures, customer rates and rate structure, and resources needed for Plan implementation.

### 11.1 Revenue and Expenditures

Like other City utilities, Waste ReSources operates as an Enterprise Fund; it is managed like a business without a profit motive. The Utility raises revenues from fees for services and receives no funding from taxes or levies. Some services – the drop box program for C&D and recycling, and commercial recycling services – are offered in a competitive environment. The Utility strives to recover only its expenses, while maintaining sufficient cash flow and charging customers fairly.

[Table 11-1](#) summarizes Waste ReSources’ finances over the past three years, showing revenues, expenditures, fund equity, and reserves. Operational efficiencies and conservative budget management result in a reserve fund nearly double the State requirement. These funds have been used to smooth customer rate increases.

By State law, the Utility is required to keep a cash reserve matching at least 10 percent of its budget. Net equity is the total amount of reserves available. Amounts exceeding 10 percent can be used to buy down customer rates or used for capital expenses, such as trucks or equipment needs.

[Table 11-2](#) and [Table 11-3](#) show 2015 budget detail for the major categories of revenues and expenses.

**Table 11-1 Revenue, Expenditures and Budget Classification**

	<b>2015 Budget</b>	<b>2014 Est. Actual</b>	<b>2013 Actual</b>	<b>2012 Actual</b>
<b>REVENUE</b>				
Intergovernmental	0	54,294	52,943	58,713
Charges for Services	9,911,275	9,388,619	8,592,413	8,609,686
Other Revenue	97,253	89,784	95,799	112,112
<b>Total Revenues</b>	<b>10,008,528</b>	<b>9,532,697</b>	<b>8,741,155</b>	<b>8,780,511</b>
<b>EXPENDITURES</b>				
Salaries	1,822,857	1,669,667	1,617,358	1,646,842
Personnel Benefits	843,830	779,837	750,382	744,994
Supplies	538,991	475,260	447,864	457,203
Other Services & Charges	3,961,435	3,847,275	3,617,746	3,585,741
Intergovernmental Services	1,184,830	1,048,398	1,006,825	1,019,231
Interfund Payments	1,830,197	1,642,158	1,650,253	1,666,972
Capital Outlays	0	16,394	12,692	28,104
Operating Transfers Out	12,500	12,500	12,500	31,229
<b>Total Expenditures</b>	<b>10,194,640</b>	<b>9,491,489</b>	<b>9,115,620</b>	<b>9,180,316</b>
Net Gain or (Use) of Fund Equity from Operations	(186,112)	41,208	(374,465)	(399,805)
Estimated Fund Equity January 1 Available for Appropriations	1,167,450	1,126,242	1,500,707	1,900,512
Estimated Fund Equity December 31 before reserve requirement	981,338	1,167,450	1,126,242	1,500,707
(Less) Operating Reserve	(1,000,850)	(953,270)	(874,120)	(878,050)
Estimated Fund Equity Available for Appropriations After Reserve	(\$19,512)	\$214,180	\$252,122	\$622,657
Operating Reserves Based on Original Budget. Requirement:	10%	10%	10%	10%

**Revenue**

Nearly all (99.9%) of the Utility’s revenue is from customer fees and charges, with minor amounts from the sale of scrap metal, grants and investment earnings.

**Table 11-2** summarizes projected Utility revenue from the 2015 budget. This revenue covers implementation of ongoing Plan strategies. Implementing new start-up programs, such as commercial recycling and bundling organics fees, will require additional annual revenue and significant start-up costs shown in **Table 11-6**.

**Table 11-2 Waste ReSources 2015 Operating Budget - Revenue**

Program/Service	Drop Box	Residential Curbside Waste Collection	Commercial Curbside Garbage Collection	Yard Waste Curbside Collection	Total
Customer Fees and Charges	\$2,378,878	\$3,272,700	\$3,455,200	\$536,300	\$9,999,078
Investment Earnings	\$200	\$500	\$600	\$150	\$1,950
Other - Scrap Sales	\$0	\$8,000	\$0	\$0	\$8,000
<b>Total</b>	<b>\$2,379,078</b>	<b>\$3,281,200</b>	<b>\$3,455,800</b>	<b>\$892,750</b>	<b>\$10,008,528</b>

### *Expenditures*

**Table 11-3** summarizes Utility expenditures, as shown in the 2015 budget, excluding additional expenditures required by this Plan.

The major expenditure categories in all services are:

- Compensation (including wages, salaries and benefits).
- Disposal costs.
- Equipment operation, maintenance and replacement.

**Table 11-3 Waste ReSources 2015 Operating Budget – Expenditures**

Program/Service	Drop Box	Residential	Commercial	Organics	Total
Collections	\$2,339,700	\$3,165,714	\$3,260,480	\$1,017,519	\$9,784,413
Waste Prevention and Reduction	\$26,370	\$164,136	\$159,228	\$60,493	\$410,227
<b>Total</b>	<b>\$2,366,070</b>	<b>\$3,329,850</b>	<b>\$3,420,708</b>	<b>\$1,078,012</b>	<b>\$10,194,640</b>

## **11.2 Customer Rates and Rate Structure**

Waste ReSources customer billing is related to water meter service. Most customers are billed bi-monthly along, with their other utility services. Some Waste ReSources customers receive monthly billing. These include some high-volume water customers who get monthly billing for budgeting purposes, customers who share a water meter with another business but need separate solid waste services, and most drop box and compactor customers.

All residential and commercial customer rates for carts and dumpsters are set on a pay-as-you-throw basis, meaning that those who need larger containers pay a higher rate. Drop box

and compactor customers pay a hauling fee separate from the disposal and recycling fee. The disposal and recycling fee is passed directly to the customer. This results in customers paying only for the amount they dispose of and recycle. Residential customers have a rate incentive to recycle more. Current monthly fees can be found in the [Olympia Municipal Code, Section 04.24.010 C](#).

### Services and Customer Classes

As described in Chapters 4 and 5, Waste ReSources provides service to four major customer classes. These customer classes are reflected in the Utility’s operating budget as shown in [Table 11-3](#).

1. **Drop box (or compactor) collection and hauling.** Large-volume waste generators for whom it is cost-effective to use a large container such as a drop box or compactor, either occasionally and short term or frequently and long term.
2. **Curbside collection of single-family residential waste (garbage and recyclables).** Single-family and smaller multi-family residential households that need frequent collection of relatively small volumes.
3. **Collection of commercial garbage.** Businesses and larger multi-family properties that need frequent collection of small, moderate and large volumes.
4. **Collection of residential and commercial organic materials.** Organics customers who generate regular small and moderate volumes.

### Volume-Based Rates

Garbage collection rates are based on container type and size, and pick-up frequency. Charging by volume (size and type of container) provides an incentive to recycle more and generate less garbage. The “pay-as-you-throw” system means drop box, residential and commercial customers who throw out less can downsize their garbage containers and pay less. Current technology is not yet reliable enough to allow the Utility to charge by weight.

### Recycling Rate Incentive

Garbage collection fees are 20 percent lower for single-family residential customers who subscribe to recycling collection service. This incentive is possible because the revenue from the sale of recyclable materials partially offsets processing fees, making recycling much less expensive than landfill disposal. [Table 11-4](#) shows the amount saved by recycling compared to landfill disposal.

**Table 11-4 Recycled Material Savings, 2014**

Year	Tons Recycled	Net Cost (Processing minus Material Value Received)	Cost if Landfilled (\$119/ton)	Savings
2014	4,800	\$155,500	\$566,000	\$410,500

Almost 99 percent of Olympia’s single-family residential customers subscribe to collection with recycling. They source-separate traditional recyclables (plastic bottles, jugs and tubs, glass bottles and jars, tin and aluminum cans, beverage cartons, and paper and cardboard) from their garbage.

This rate incentive is one reason for the success of Olympia’s residential recycling program. Multi-family customers also receive commingled recycling service at no additional cost.

### *Organics Collection Rates*

Separate fees are charged for curbside collection of organic materials. Single-family residential customers can get a 95-gallon cart picked up every other week for an additional \$8.83 per month (2015 rate). This service is promoted primarily to residential customers, although it is available to multi-family and some commercial customers upon request. Commercial customers wishing to divert food waste can get containers ranging in size from a 95-gallon cart to a 2-yard dumpster. Commercial organics collection is weekly and fees vary by container size. The fee is proportional to frequency of pick up.

Bundling the residential organics fee into garbage would give all customers an equal incentive to divert organics. Based on the *Residential and Commercial Cost of Service Study* ([Appendix 5](#)), implementing bundled organics would increase residential rates by at least 3 percent.

### *Commercial Recycling as an Incentive*

With a few exceptions, Waste ReSources does not collect recycled materials from commercial customers; they may choose to subscribe to recycling services from a private hauler. Private recycling collectors prefer to collect only materials such as paper, cardboard and aluminum that have the highest value and provide the highest margin. The City’s goal is to recycle as much as possible, for which a market exists, high margin or not.

This Plan includes five strategies aimed at increasing commercial recycling. In particular:

- Obtaining reliable data on commercial recycling would enable Waste ReSources to accurately calculate the overall recycling rate (Strategies 2A3, 2A4).
- Collecting recyclables from commercial customers would fill a niche for those requiring small volume and commingled collection. The service could be fee-based or embedded with garbage fees (Strategy 2D1).

City-provided commercial recycling would increase the net cost of commercial container collection by an estimated 3 to 4 percent. (See [Appendix 5](#), *Residential and Commercial Collection Service Studies*, pages 68 through 73, for a detailed analysis of alternative commercial recycling scenarios.

## **11.3 Resources Needed for Plan Implementation**

This Plan includes 13 objectives for 2015 to 2020, aimed at the goals of waste reduction, increased recycling and composting, safe and efficient operations, and financial responsibility and equitable rates. To achieve these objectives, the Plan outlines 48 strategies. These are

summarized in [Chapter 1, Table 1-2](#), and described in Chapters 8 through 11. Implementation dates and priorities are in [Chapter 7, Table 7-1](#).

Many strategies continue or build upon existing programs, while some are new. This section reviews the staffing and revenue required to implement this Plan. As the customer base expands, additional revenue will be generated from customer rates. Rate increases will be used to adjust for inflationary costs, as necessary. Waste ReSources will apply for grants that align with the Plan strategies, as they become available.

### *Staffing*

Implementing this Plan will likely result in a net increase in employees. Due to operational and management efficiencies, the Utility currently operates with one fewer employee than it did in 2008. However, projected growth in the residential sector and expanding organics collection is expected to require the addition of at least one truck and driver. Moreover, the addition of commercial recycling could result in additional staffing needs in the long term. [Table 11-5](#) shows the expected change in staffing levels between 2008 and 2015.

- Waste Prevention and Reduction Program includes two Senior Program Specialists and one Program Specialist. The Program Planning Supervisor position is no longer budgeted. The Waste Prevention team reports to the Waste ReSources Director.
- Changes to the Collections Program since 2008 include a reduction from 19 to 16 collectors, due to collection efficiencies. Two of these positions were reclassified; a Maintenance Worker II for container repair and maintenance, and a second Lead Worker.
- The Billing Specialist was reclassified as an Accounting Technician and reports to the Waste ReSources Director.

**Table 11-5 Waste ReSources Staffing, 2008 vs. 2015**

Position	2008	2015
<b>Administration</b>		
Line of Business Director/Associate Line of Business Director	1	1
Program Assistant	0	1
Accounting Technician	0	1
<b>Collections</b>		
Operations Supervisor	1	1
Lead Worker	1	2
Refuse Collector	19	16
Maintenance Worker I	1	1
Maintenance Worker II (Container Repair)	0	1



Position	2008	2015
Billing Specialist	1	0
<b>Waste Prevention</b>		
Program and Planning Supervisor	1	0
Senior Program Specialist	2	2
Program Specialist	1	1
<b>Total</b>	<b>28</b>	<b>27</b>

### *Additional Funding Requirements*

Implementation of the planned objectives and strategies may require additional resources. These resources may be needed for startup of commercial recycling and bundling organics to cover additional containers, equipment, an additional collector, design and printing of educational materials, and consulting fees for assistance with rates and rate structures.

As shown in [Table 11-6](#), additional revenue for these annual resource needs will come from customer rate increases and new customers. Start-up costs are primarily additional carts needed for implementation and educational materials. Bundling organics also includes purchase of an additional route truck.

**Table 11-6 Potential Added Annual Expenditures for Plan Implementation by Service**

Service	Main Driver	Annual Amount	Start-up Cost	Funding Source
Residential	Bundle organics	\$109,000	\$750,000	Customer rates
Commercial	Commercial	\$149,000	\$50,000	Customer rates
<b>Total</b>		<b>\$107,605</b>		

## **11.4 2015-2020 Objectives and Strategies**

By implementing this Plan over the next six years, Waste ReSources aims to continue balancing cost of service with customer fees and promoting waste reduction. The objectives and strategies planned to accomplish this are described in the following sections.

In preparing this Plan, Waste ReSources commissioned a cost of service study to identify opportunities for efficiencies, additional diversion, future rate reviews, and modeling alternative services. A baseline cost of service study identified the need to minimize commercial rear-load collection to the extent possible and consider an alternative rate to offset the higher cost of collection compared to front-load. The study also presented recycling market research, identifying opportunities to decrease recycling costs overall. (See [Appendix 5, Residential and Commercial Collection Service Studies](#).)

**Objective 4A** – Ensure that customer rates are equitable and reflect a balance between the cost of providing service and the goals of promoting waste prevention and recycling.

## Strategies

- 4A1 Continue the current rate incentives for waste reduction and recycling.

*The volume-based “pay as you throw” system (charging by size and type of container) provides an incentive to recycle more and generate less garbage. Current technology is not yet reliable enough to allow the Utility to charge by weight with on-board scales. Also, garbage collection fees are 20 percent lower for single-family residential customers who subscribe to recycling collection service.*

- 4A2 Continue to offer reduced and special rates for low-income customers and those needing roll-out service (driver rolls cart to curb).

*This strategy is part of the broader city-wide rate program that provides discounted rates for residential customers who qualify as low income and disabled, or low-income senior citizens (age 62 and over). Residential customers who are unable to get their cart to the curb and back can apply for roll-out service for a nominal fee.*

- 4A3 Continue to use debt and reserves responsibly to smooth customer rate impacts.

*Over the past few years, operational efficiencies and conservative budgeting resulted in reserves in excess of the required 10 percent. Historically, these funds have been used to smooth customer rates.*

- 4A4 Consider bundling fees for residential organics service with garbage and recycling fees.

*Over the longer term, Waste ReSources will continue to work toward bundling organics, so customers do not have to pay an additional fee to add composting collection, and costs would be spread evenly among all customers. Such a change will take time to evaluate, because it would likely result in a large increase in materials and require major operational changes; for example Waste ReSources could no longer collect all food and yard waste on one day a week. Since compostable materials make up about a third of single-family waste in the garbage ([Chapter 3, Table 3-5](#)), this strategy would substantially impact Olympia’s overall quantity of waste in the landfill.*

- 4A5 Consider an alternative rate structure for commercial collection, based on the cost of collection.

*The cost of service study ([Appendix 5](#)) showed that rear-load collection is partially subsidized by front-load collection. Waste ReSources uses two rear-load trucks for commercial containers (dumpsters and carts) in hard-to-access areas, including Downtown. These trucks are smaller and require two operators, making them more expensive to operate than front- and side-load trucks. Waste ReSources will evaluate the options of continuing to have all commercial rate-payers subsidize this service, or charging some customers more if rear-load trucks are used. Waste ReSources is also*

*planning operational efficiencies to reduce the cost of rear-load collection. (See Chapter 10.)*

## **Objective 4B** – Seek opportunities to increase revenue from non-fee sources.

### *Strategies*

#### **4B1** Seek the best value in recycling processors.

*This strategy seeks to maximize the City’s return on sale of its commingled recyclables and reduce risk. Currently, Waste ReSources delivers recyclables to Waste Connections/LeMay and pays a transfer and processing fee. Waste ReSources then receives 70 percent of the amount paid to Waste Connections/LeMay by the materials recovery facility in Tacoma. The Utility’s recycling market research suggested better returns might be possible (Appendix 5). A first step would be for Waste ReSources to haul test loads directly to a material recovery facility. Results of test loads could be used to inform next steps, such as a request for proposals for a new recycling processor agreement. This strategy would be developed in conjunction with the expanded drop-off and transfer site at the old City Hall Fire Training Pad site (Strategy 2F1).*

#### **4B2** Continue to seek grant funding to develop waste reduction and recycling programs.

*Since 2008, Waste ReSources has regularly and successfully applied for Washington State Coordinated Prevention Grant (CPG) funding to help fund new and innovative programs. The Utility will continue to apply for this grant and seek other grant funding opportunities to help offset the cost of delivering waste reduction and recycling programs. While grant funding is not a major revenue source, it helps establish programs that do not generate their own revenue. Examples of grant-funded program start-ups are residential and commercial food waste collection, the grasscycling program, and recycling and composting at public events.*

## Appendices

1. Zero Waste Resolution
2. Olympia Waste Composition Study 2014
3. Mixed Organics Composition Thurston County 2014
4. Data and Measurement Technical Memo 2014
5. Residential Commercial Cost of Service Study 2014
6. Multi-family Research 2014
7. C&D Research 2014
8. Waste Reduction 2014

## Glossary of Terms

**C&D** - Construction and demolition waste.

**Organics** - The combination of yard waste, food waste and food-soiled papers collected from households, businesses and institutions for composting.

**Composting** - The controlled microbial decomposition of organic matter (such as food scraps and yard trimmings) in the presence of oxygen into a humus- or soil-like material.

**CP&D** - Community Planning and Development Department for the City of Olympia.

**Curbside collection** - The collection of solid waste materials at individual homes or places of business by municipal or private parties for transfer to landfill, transfer station, recycle, or compost facility.

**Drive Paths** - A defined path or route for a solid waste truck to follow, typically to reduce overlap and redundancy, and to provide regular and consistent service to customers.

**Drop-off** - A method of collecting recyclable materials where individuals transport the materials to a designated collection site.

**Ecology** - The Washington State Department of Ecology.

**EDDS** - City of Olympia Engineering Design and Development Standards.

**EPA** - Environmental Protection Agency

**Garbage** - Solid waste material destined for or sent to a landfill.

**Grasscycling** - The process of using grass clippings at their place of origin by mulch mowing, using them as mulch or composting them.

**HHW** - Household Hazardous Waste. Products containing hazardous substances that are used and disposed of by individual rather than industrial consumers. These products include some paints, solvents and pesticides.

**IAPD** - International Academy for Professional Drivers program. A program with specific criteria to train and evaluate safe driving for professional truck drivers.

**Landfill** - A large, outdoor site for burial of solid waste.

**Landfilling** - The disposal of solid waste at engineered and permitted facilities in a series of compacted layers on land and the frequent daily covering of the waste with soil. Fill areas are carefully prepared to prevent nuisances or public health hazards, and clay and/or synthetic liners are used to prevent releases to ground water.

**Lid Lifts** - A process or form of inspecting the contents of garbage, recycle and organics containers for contamination and proper use.

**Light Touch** - A term for describing a soft approach when visiting business and multi-family properties for the purpose of initiating or keeping interest in a program.

**MSW** - Municipal solid waste. Waste generated in households, commercial establishments, institutions, and businesses. MSW includes used paper, discarded cans and bottles, food scraps, yard trimmings, and other items. Agricultural wastes, mining waste, and sewage sludges are NOT MSW.

**OMC** - Olympia Municipal Code.

**Per capita waste** - The amount of waste disposed by each person in a geographic area, typically calculated by dividing the total amount of annual waste collected by the total population of a city or area.

**Pre-consumer materials** - Recovered materials obtained from manufacturers.

**Post-consumer materials** - Recovered materials from a consumer-oriented recycling collection system or drop-off center.

**Recyclable** - Products or materials that can be collected, separated, and processed to be used as raw materials in the manufacture of new products. Not all recyclable materials are collected universally for remanufacture.

**Recycled content** - The portion of a product's or package's weight that is composed of materials that have been recovered from waste; this may include pre-consumer or post-consumer materials.

**Recycling** - Separating, collecting, processing, marketing, and ultimately using a material that would have been thrown away.

**RCRA** - Resource Recovery and Conservation Act.

**RCW** - Revised Code of Washington.

**Reuse** - The use of a product more than once in its same form for the same purpose or for different purposes.

**Source Reduction** - The design, manufacture, purchase, or use of materials to reduce the amount or toxicity of waste. Source reduction techniques include reusing items, minimizing the use of products that contain hazardous compounds, using only what is needed, extending the useful life of a product, and reducing unneeded packaging.

**Source Separation** - Separating materials (such as paper, metal, and glass) by type at the point of discard so that they can be recycled.

**SQG** - Small Quantity Generator. By definition, a small quantity generator is a business that generates below 20 pounds of dangerous waste and 2.2 pounds of acutely hazardous waste or WT01 toxic waste per month.

**SWAC** - Solid Waste Advisory Committee of Thurston County.

**Toxic** - Ability (or property) of a substance to produce harmful or lethal effects on humans and/or the environment.

**TRPC** - Thurston Regional Planning Council

**UAC** - Utility Advisory Committee

**Virgin materials** - Resources extracted from nature in their raw form, such as timber or metal ore.

**WARC** - Waste and Recovery Center. Transfer station operated by Thurston County Solid Waste.

**WaRM** - Waste Reduction Model. A tool developed by the EPA that is used to calculate the relative greenhouse gas emissions or energy consumption effects of landfilling, recycling and composting. Typically expressed in a savings if recycled or composted instead of landfilled.

**Waste** - All materials disposed as garbage, recycle, and organics.

**Waste Composition or Characterization** - The process and results from sorting waste by type (garbage, recycle or organics), in order to determine the relative amounts of various materials it may contain. Such as the percentage of aluminum cans disposed as garbage.

**Waste Reduction** - means reducing the amount of waste produced for consumption or collection.

**WMMFA** - Washington Materials Management Financing Authority. Quasi-governmental organization responsible managing financial resources and contract services for collection, transportation, and recycling of covered electronic products.

**WUTC** - Washington Utilities and Transportation Commission.

**Yard waste** - The component of solid waste composed of grass clippings, leaves, twigs, branches, and garden refuse.

**Zero Waste** - In this Plan, zero waste refers to a philosophy and systems approach where people use and consume fewer materials, and manufactured products are designed to be reused, repaired, recycled, composted, and are less toxic. Recycling and composting is maximized and very little to no waste is sent to a landfill.

## Acknowledgements

### Mayor

The Honorable Stephen Buxbaum

### City Council

Nathaniel Jones, Mayor Pro Tem

Steve Langer

Cheryl Selby

Julie Hankins

Jeannine Roe

Jim Cooper

### Public Works Leadership

Rich Hoey, Public Works Director

Dan Daniels, Director of Waste ReSources

### Plan Preparation

Waste ReSources Team

Ron Jones

Spencer Orman

Kim Johnson

Caroline Inions

Mark Cotey

Donald Ragsdale

Scott Seward

With lots of help from

Jessica Branom-Zwick, Cascadia Consulting Group

Kirstin Hervin, Cascadia Consulting Group

Jeff Morris, Sound Resource Management Group

HDR Consulting

Dorothy Craig, Dorothy P. Craig & Associates

City of Olympia Information Technology Staff

City of Olympia Water Resources Staff

City of Olympia Community Planning and Development Department

### Utility Advisory Committee

(Current and former members)

Thad Curtz, Chair

Barbara Day, Vice Chair

Carole Richmond (Planning Commission Representative)

Steve Fossum

Margaret Drennan

David Dunn

Dever Kuni

Carol Law

Jennifer Sievert

Loralei Walker

Chris Ward





## City Council

### Approval of Selected Traffic Box Mural Wrap Project Designs

**Agenda Date:** 8/11/2015  
**Agenda Item Number:** 6.A  
**File Number:** 15-0761

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

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#### **Title**

Approval of Selected Traffic Box Mural Wrap Project Designs

#### **Recommended Action**

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

The Arts Commission recommends approval of the publically-selected mural wrap designs for downtown and west side Traffic boxes for fabrication.

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

Move to approve the recommendation from the Arts Commission to approve the publically-selected mural wrap designs for downtown and west side Traffic boxes for fabrication.

#### **Report**

##### **Issue:**

On June 16, 2015, Council approved the slate of 131 proposed designs for public vote for the Traffic Box Public Art Project. The proposals were received from 76 area artists: 71 proposals for downtown boxes, and 60 for the west side.

Voting took place July 1-31. The public was invited to participate digitally through the City's Facebook site or in-person at the Olympia Center. 26,048 votes were received in total - tally sheets for both Downtown and west side response are attached to the staff report in the City's online system, as are images of the top 10 designs received for each area.

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

Stephanie Johnson, Arts & Events Program Manager, Olympia Parks, Arts & Recreation,  
360.709.2678

Josh Linn, Program Specialist, General Government, 360.570.3782

Mark Russell, Line of Business Director, Public Works, 360.753.8762

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

Marygrace Jennings, Chair Olympia Arts Commission  
Diana Fairbanks, Chair Art in Public Places Committee, Olympia Arts Commission

**Background and Analysis:**

Once approved by Council, the images will move into fabrication, to be reprinted on vinyl and installed on for 10 boxes on the west side, and 10 in downtown Olympia, with specific locations to be determined by the Arts Commission. The downtown wraps will also incorporate a “wayfinding” map on the pedestrian side. The wraps are expected to last for several years.

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

This project received great community response and participation.

**Options:**

1. Approve the publically-selected designs for downtown and west side Traffic boxes for fabrication.
2. Do not approve some or all of the proposed designs.
3. Do not forward the designs for fabrication.

**Financial Impact:**

**1. Downtown Boxes (10) -**

**Funding Source: Olympia Lodging Tax Fund**

Artist Honoraria \$500

Fabrication \$262.62

Installation \$75 (provided by Public Works though other funds)

**TOTAL costs for 10 downtown sites = \$8380**

**2. Westside Boxes (10) -**

**Funding Source: Municipal Art Fund**

Artist Honoraria \$500

Fabrication \$262.62

Installation \$75 (provided by Public Works though other funds)

**TOTAL costs for 10 west side sites = \$8380**

Downtown Traffic Wraps - Final Tally

Name	Facebook Votes	In-Person Votes	Combined Votes	Rank
Lisa Middles - Slug	191	7	198	
Nikki McClure - Persist	741	18	759	1
Melissa Sanchez - Sea Child	283	8	291	
Annie McElroy - Yellow Meadows	452	18	470	7
Ashley Larsen - Untitled	91	4	95	
Michelle Playter - Bunny	90	2	92	
Mia Schulte - Rainbow Sky	135	5	140	
Doyle Fanning - Summer Flowers with Sky	617	20	637	3
Juliet Frew - Oly Bridge Magic	144	9	153	
Delores Crowell - Untitled	174	6	180	
Jane Winfield - Peach Rhodys	535	26	561	5
Robert Hunter - Night Life	552	17	569	4
Mark Hastings - Sentient	67	10	77	
Scott Kattenbraker - Optimism	220	5	225	
Christopher Gerber - Nature Laughs Last	126	13	139	
deAna McDonald Lopez - Breathe	396	15	411	
Dave Sanders - Crank It Up	446	17	463	8
Francesca R Flores - Leaving the Storm Behind	64	2	66	
Veronica L Emmerson - The Mermaid	69	10	79	
Kevin Jacobs - The Home Never Had	30	2	32	
Shirley A Stirling - Capitol Dome with Umbrella	250	17	267	
Lynette Charters - Shopping	116	8	124	
Sofia Melton - Raccoons	374	11	385	
Scott Young - Plant Box	93	1	94	
Kris Sproul - Dalles Mountain Morning	304	8	312	
China Star - As We Enter a Realm of Love and Peace	153	1	154	
Le Chateau De Etoiles - Earth Portal	186	21	207	
Darcy Goedecke - Flores et la Luna	66	3	69	
Dylan Kuehl - Wetlands	222	11	233	
Sylvia Perle - Out at Arts Walk	81	4	85	
Pat Tassoni - Fireworks red blue 3d	153	7	160	
Julie Weisgerber - Untitled	95	5	100	
Galen Riggs - Green Eggs n Ham	34	2	36	
Cynthia Walker - Olympia Roof and Sky	37	7	44	
Robyn Chance - Fish in the Wind	492	29	521	6
Del Hontanosas - Lost Your Marbles	174	8	182	
Jenna Cook - Coloring Page #3	103	7	110	
Hanna Schiendelman - Voyage of Here	60	1	61	
Brita Sveen - Flowers of the Garden Morn	184	11	195	
Lee McCraw Levitt - Riot in the Garden	107	3	110	
Misty Samuelson - Harmony of Home	91	3	94	
Cynthia Salazar & Joe Batt - Untitled	78	1	79	
Teresa M Staal Cowley - Sunflower, Foxglove, Echinacea	319	12	331	
Elizabeth Richardson - Orca	331	9	340	
Carrie Ziegler - Tree Dance	239	12	251	
Kylee Smith - Watershed Park	96	3	99	
Rhett Thomas Nelson - Green Manor	158	4	162	
Jean Nagai - The Web 3	138	3	141	
Jan Rocks - Power	76	4	80	
James Stanton - Mt Rainier	125	6	131	
Tom Anderson - Sojourn	153	11	164	
Chris Maynard - From Here to There	284	12	296	
Nathan Barnes - Panel from Buoyant Thoughts	342	18	360	
Stephanie Kamphaus - Microcosm	67	6	73	
Virginia Drake - Frost	247	11	258	
Alice Liou - Tropical Aquarium	132	13	145	
Arrington de Dionyso - Watercolor Myth	87	16	103	
Mimi Williams - Buoyed	620	28	648	2
Blanche Sobottke - City Dwellers	110	5	115	
Julie Parsons - Kestral and Chikadee	145	11	156	
Jeff Pasek - Jellyfish	376	21	397	
Cecily Markham - New Mexico Sunset	69	6	75	
Yelizaveta Bakhtina - Creatures	151	17	168	
Debra Van Tuinen - Light Over Ledges VIII	89	4	93	
Carrie O'Neil - Olympia Knitting Mills Employees 1920	178	11	189	
Jennifer Kuhns - Marushka	420	23	443	9
Larissa Podzalne - Self(ie) Portrait with Nootka Roses	66	0	66	
Tai Hicks - Far From Home	419	2	421	10
Lisa Miller - All Hail the Queen	81	4	85	
Teri S Brue - Just Another Glorious Day in Paradise	139	13	152	
Maria Friedrich - Budd Inlet	289	23	312	
<b>TOTAL VOTES</b>	<b>14822</b>	691	<b>15513</b>	

WS Traffic Wraps - Final Tally

Name	Facebook Votes	In-Person Votes	Combined Votes	Rank
Delores Crowell - Untitled	60	6	66	
Robyn Chance - A Tender Moment	329	24	353	8
Teri S Brue - Untitled	93	13	106	
Melissa Sanchez - Flower Burst	185	7	192	
Tom Anderson - Blue Dot Series	121	5	126	
Misty Samuelson - Untitled	109	3	112	
Carrie O'Neil - Swim	291	11	302	
Nathan Barnes - Panel from Buoyant Thoughts	150	7	157	
Annie McElroy - Space Orca	369	30	399	4
Jane Wingfield - Capitol Rhodys	340	31	371	6
Le Chateaus d'etoile - Cloud Portal	169	13	182	
Juliet Frew - Nisqually Alders	341	15	356	7
Julie Parsons - Sense of Being in Place	223	20	243	
Virginia Drake - Etherica	210	18	228	
Ashley Larsen - Untitled	119	1	120	
Yelizaveta Bakhtina - Forest Ground	310	18	328	10
Pat Tassoni - Patterns of Force	38	2	40	
Summer White - City Force	140	7	147	
Jenna Cook - Untitled	57	2	59	
Alice Liou - Wild Party	145	10	155	
Lee McCraw Leavitt - A Million Endless Suns	78	3	81	
Cynthia Salazar & Joe Batt - Untitled	77	9	86	
Tai Hicks - Aberrant Orchard	331	17	348	9
Jennifer Kuhns - Harvest	402	22	424	3
deAna McDonald Lopez - Lateralus	148	11	159	
Susan McClintock - Backyard Chickens	175	11	186	
Brita Sveen - Fractured	91	8	99	
Jeff Pasek - Honeybees	175	20	195	
Darcy Goedecke - A Day As a Dog	128	4	132	
Dylan Kuehl - Grand Old Flag	113	1	114	
Scott Young - Plant Box Westside	71	3	74	
Rhett Thomas Nelson - A View of the Sea	35	1	36	
Sofia Melton - Untitled	249	11	260	
Scott Kattenbraker - Outside Words	52	5	57	
Arrington de Dionyso - Le Sacre du Printemps 2015	131	11	142	
Lisa Middles - Dignity	32	1	33	
Sylvia M Perle - Procession of the Species	70	6	76	
Kevin Jacobs - Olympia	122	9	131	
Shirley A Stirling - Impression of 'The Kiss' at Percival Landing	122	18	140	
Nikki McClure - Inhabit	280	11	291	
Kris Sproul - Palouse Last Night	124	10	134	
Dave Sanders - Seasonal Reflections	427	26	453	1
Teresa M Staal Cowley - Echinacea	104	11	115	
Stephanie Kamphaus - The Wind Giants	144	11	155	
John Amphonephong - Evergreen	152	11	163	
Jean Nagai - Liquid Sky	115	1	116	
Chris Maynard - Evening Rush Hour	120	8	128	
Kylee Smith - Octopus	68	1	69	
Hanna Schiendelman - The Power of Peace	106	12	118	
Mary Wojnar - Spiral Galaxy	381	8	389	5
Julie Weisgerber - Spring Garden	143	9	152	
China Star - The Voices Echo Over Water	144	7	151	
Elizabeth Richardson - Blue Heron	225	20	245	
Jan Rocks - Dragons on Parade	60	6	66	
Doyle Fanning - Reflections on Capitol Lake	117	23	140	
Debra Van Tuinen - Wave Energy Ocean	90	7	97	
Devon Damonte - Elongated Pennies of Olympia's Capitol Campus	72	10	82	
Cecily Markham - Color Cascade	30	3	33	
James Stanton - Salmon Run	416	20	436	2
Lynette Charters - Nothing to See Here	175	12	187	
TOTAL VOTES	9894	641	10535	

# DOWNTOWN TRAFFIC BOX PROPOSALS

1. Nikki McClure—Persist



2. Mimi Williams—Buoyed



3. Doyle Fanning—Summer Flowers with Sky



4. Robert Hunter—Night Life



5. Jane Wingfield—Peach Rhodys



6. Robin Chance—Fish in the Wind



7. Annie McElroy—Yellow Meadows



8. Dave Sanders—Crank It Up



9. Jennifer Kuhns—Marushka



10. Tai Hicks—Far From Home



# WEST SIDE TRAFFIC BOX PROPOSALS

1. Dave Sanders—Seasonal Reflections



2. James Stanton—Salmon Run



3. Jennifer Kuhns—Harvest



4. Annie McElroy—Space Orca



5. Mary Wojnar—Spiral Galaxy



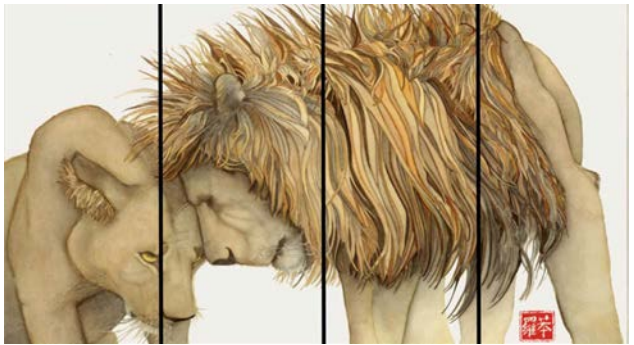
6. Jane Wingfield—Capitol Rhodys



7. Juliet Frew—Nisqually Elders



8. Robyn Chance—A Tender Moment



9. Tai Hicks—Aberrant Orchard



10. Yelizaveta Bakhtina—Forest Ground

