



Meeting Agenda

General Government Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Wednesday, November 28, 2018

5:00 PM

Room 207

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF AGENDA

4. PUBLIC COMMENT

(Estimated Time: 0-15 Minutes)

During this portion of the meeting, citizens may address the Committee for up to three (3) minutes regarding the Committee's business meeting topics.

5. APPROVAL OF MINUTES

- 5.A** [18-1136](#) Approval of October 30, 2018 General Government Committee Meeting Minutes

Attachments: [Minutes](#)

6. COMMITTEE BUSINESS

- 6.A** [18-1121](#) Update on Public Safety/Olympia Police Department

- 6.B** [18-1027](#) Discussion of 2019 General Government Committee Work Plan Items

Attachments: [2019 Standing Items Calendar](#)

7. REPORTS AND UPDATES

8. ADJOURNMENT

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

General Government Committee
Approval of October 30, 2018 General
Government Committee Meeting Minutes

Agenda Date: 11/28/2018
Agenda Item Number: 5.A
File Number: 18-1136

Type: minutes **Version:** 1 **Status:** In Committee

Title

Approval of October 30, 2018 General Government Committee Meeting Minutes



Meeting Minutes - Draft

General Government Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Tuesday, October 30, 2018

5:00 PM

Room 207

Special Meeting

1. CALL TO ORDER

Chair Bateman called the meeting to order at 5:00 p.m.

2. ROLL CALL

Present: 3 - Chair Jessica Bateman, Committee member Renata Rollins and Committee member Cheryl Selby

3. APPROVAL OF AGENDA

The agenda was approved.

4. PUBLIC COMMENT

The following people spoke: Kathy Baros-Friedt, Hillary Soens, Bunny, and Alejandro Garcia.

5. APPROVAL OF MINUTES

- 5.A [18-1031](#) Approval of September 26, 2018 General Government Committee Meeting Minutes

The minutes were approved.

6. COMMITTEE BUSINESS

- 6.A [18-1028](#) Downtown Ambassador Update

Downtown Liaison Mark Rentfrow and Downtown Ambassadors Teal Russell and Katherine Trahan gave an update on the work of the Downtown Ambassadors and Clean Team.

They shared data related to the work of the Ambassadors and Clean Team, including number of trash and recycling bags they collect; amount flyers, stickers and graffiti removed; number of needles and human waste incidents collected and cleaned up. Mr. Rentfrow also shared data regarding the Ambassadors including contacts with business owners; deescalation work; morning door way wake-up; and contact with visitors.

Chair Bateman asked for aggregated data regarding needle collection across the City including clean team, parks, and other collectors. She also discussed the need for stronger and larger sharps containers throughout the City. Committee members asked clarifying questions.

The report was received.

6.B [18-1029](#) Economic Development Update

Economic Development Director Mike Reid gave an update on economic development activities across the City.

Mr. Reid noted going forward he would like to work with the General Government Committee to facilitate engagement with the business community and Councilmembers. He shared plans for an economic development dashboard that will include sales, B&O, licensing, and permitting activity.

Mr. Reid updated the Committee on "signature" projects that are underway throughout the City including Avalon, Creative District designation, Thurston County Courthouse project and others. He also gave an update on some B&O tax incentives under development for new retail and startup businesses.

Mr. Reid discussed the Natural Products Expo he recently attended along with the Economic Development Council. He shared lessons learned regarding how to act regionally to grow and economy. Committee members asked clarifying questions.

The information was received.

6.C [18-1032](#) Review of Women's Commission Proposal

City Manager Steve Hall gave background on the referral for a Women's Commission that came forward from Mayor Pro Tem Jones.

Administrative Services Director Debbie Sullivan reviewed gender diversity data within City staff. She shared the kick off of the internal Women's Group and the development of its steering committee.

Assistant City Manager Jay Burney discussed internal diversity initiative, in particular the Committee on Diversity & Equity. He highlighted accomplishments the Committee since its inception in 2014.

Chair Bateman noted she will be touching base with Mayor Pro Tem Jones regarding his unexpected request for the formation of a Human Rights Commission.

The discussion was completed.

6.D [18-1030](#) Preparations for the 2019 City Council Retreat

Strategic Communications Director Kellie Purce Braseth the proposed location, facilitator and potential agenda items. The Committee agreed to the Coach House as the location and Nancy Campbell as the facilitator.

Potential agenda items discussed: vetting process for Study Sessions; having Department Directors discuss their work areas; follow-up and reflection on relationship discussions that occurred at 2018 retreats; working in government while times are changing; function of a policy analyst and structure for equitable use.

The discussion was completed.

6.E [18-1027](#) Discussion of 2019 General Government Committee Work Plan Items

The item was postponed until the November 28 General Government Committee meeting.

The discussion was postponed.

7. REPORTS AND UPDATES

Ms. Braseth gave an update on the Boards and Commission recruitment.

8. ADJOURNMENT

The meeting adjourned at 7:07 p.m.



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General Government Committee

Update on Public Safety/Olympia Police Department

Agenda Date: 11/28/2018
Agenda Item Number: 6.A
File Number: 18-1121

Type: information **Version:** 1 **Status:** In Committee

Title

Update on Public Safety/Olympia Police Department

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Receive an update on public safety from the Olympia Police Department.

Report

Issue:

The Olympia Police Department will present an informational report regarding new programs established as a result of public safety levy funding, and contemporary training received by Department staff to support our mission and address current issues.

Staff Contact:

Sam Costello, Community Policing Lieutenant, Olympia Police Department, 360.753.8066

Presenter(s):

Sam Costello, Community Policing Lieutenant, Olympia Police Department

Background and Analysis:

The Olympia Police Department (OPD) meets regularly with the City Council and City Council committees to ensure the Council and the public are aware of the department's accomplishments, activities, and challenges. In this update, OPD will present information regarding new programs established as a result of public safety levy funding, and contemporary training received by Department staff to support our mission and address current issues.

Neighborhood/Community Interests (if known):

N/A

Options:

N/A

Type: information **Version:** 1 **Status:** In Committee

Financial Impact:
N/A

Attachments:
None



General Government Committee

Discussion of 2019 General Government Committee Work Plan Items

Agenda Date: 11/28/2018
Agenda Item Number: 6.B
File Number: 18-1027

Type: discussion **Version:** 1 **Status:** In Committee

Title

Discussion of 2019 General Government Committee Work Plan Items

Recommended Action

Committee Recommendation:

Not referred to committee.

City Manager Recommendation:

Discuss proposed items for the General Government Committee Work Plan for 2019

Report

Issue:

Whether to discuss the General Government Committee work plan 2019

Staff Contact:

Kellie Purce Braseth, Strategic Communications Director, 360.753.8361

Presenter(s):

Kellie Purce Braseth, Strategic Communications Director

Background and Analysis:

Each year the City Council reviews and approves an annual work plan for all Council Committees. The General Government Committee's 2018 Work Plan asks for a discussion of the work plan items for 2019 at its October meeting. A year-long calendar of standing items is attached

Neighborhood/Community Interests (if known):

N/A

Options:

1. Review the calendar of standing items and concur to incorporate it into the 2019 Work Plan. Staff will return with an updated 2019 Work Plan.
2. Review the calendar of standing items and revise as needed. Staff will return with an updated 2019 Work Plan.

Type: discussion **Version:** 1 **Status:** In Committee

Attachments:

Year-long Calendar of Standing Items

General Government Committee Yearlong Calendar of Standing Items

Jan.	Feb.	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.
Advisory Board Recruit. Update	Advisory Board Candidate Interviews	Annual meeting with Advisory Committee Chairs	Economic develop. update	Public Safety/OPD Update	Municipal Art Plan Status Report	Economic develop. update	Public Engagement /Social Media Report	Biennial Review of Council Guidelines (Done on even years)	Scoping Advisory Board Recruitment Process	Public Safety/OPD Update	Scoping Advisory Committee work plan process
Economic develop. update	PBIA Briefing	Review Advisory Committee work Plans	Mid-Year Retreat	PBIA Briefing		CDBG Action Plan PY2018	Public Safety/OPD Update		GGCommitt ee Work Plan for Next Year	Council Retreat Agenda	
CDBG Action Plan PY2019	CDBG Action Plan PY2019		CDBG Action Plan PY2019				PBIA Briefing		CDBG PY 2019 Action Plan	PBIA Briefing	
	Public Safety/OPD Update		Welcome Center/ DT Ambass. Update						Welcome Center/ DT Ambassador Update		
									Economic devel. update		

Annual Items: <ul style="list-style-type: none"> • Council Guidelines Reviewed Biennially • Advisory Committee interviews • Annual meeting with Advisory Committee Chairs • Advisory Board Recruitment • Review Advisory Committee work Plans • Scoping Advisory Committee work plan process • Scoping Advisory Committee application process • Council Retreat Agenda and Mid-Year Retreat • Committee Work Plan for Next Year 	Biannual Items: <ul style="list-style-type: none"> • Welcome Center/ DT Ambassador Update 	Quarterly Items: <ul style="list-style-type: none"> • Public Safety/OPD Update • Economic Development Update • CDBG • PBIA Briefing 	Upcoming Items for 2019: <ul style="list-style-type: none"> •
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Updated 10/24/18