



Meeting Agenda

General Government Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Wednesday, January 23, 2019

4:00 PM

Council Chambers

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** [19-0097](#) Approval of December 18, 2018 General Government Committee Meeting Minutes

Attachments: [Minutes](#)

6. COMMITTEE BUSINESS

- 6.A** [19-0084](#) Options for 2019 Community Development Block Grant (CDBG) Annual Action Plan and Public Process

Attachments: [Olympia CDBG Program Annual Cycle](#)
[CDBG Five-Year Strategies - Overview](#)

- 6.B** [19-0093](#) Consideration of Draft 2019 General Government Committee Schedule and Work Plan

Attachments: [Draft Schedule and Work Plan](#)

- 6.C** [19-0090](#) Update on Advisory Committee Recruitment Process

7. REPORTS AND UPDATES

8. ADJOURNMENT

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

General Government Committee
**Approval of December 18, 2018 General
Government Committee Meeting Minutes**

Agenda Date: 1/23/2019
Agenda Item Number: 5.A
File Number: 19-0097

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

Title

Approval of December 18, 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, December 18, 2018

5:00 PM

Room 207

Special Meeting

1. CALL TO ORDER

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

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: Keoki Kananoe, Tye Gundel, Robert Bruce, Colin Bartlett, Heather Chambers and Todd Cutts.

5. APPROVAL OF MINUTES

- 5.A [18-1218](#) Approval of November 28, 2018 General Government Committee Meeting Minutes

The minutes were approved.

6. COMMITTEE BUSINESS

- 6.A [18-1221](#) Discussion of the Referral Concerning the City's Pedestrian Interference Ordinance

City Manager Steve Hall gave a brief history of the Pedestrian Interference ordinance. He noted the 2012 iteration of the ordinance helped balance the issue of blocked sidewalks and pedestrians not being able to pass. He noted walkways are public space for pedestrians to travel throughout the City, when sidewalks are blocked it turns public space into private space.

City Prosecutor Rocio Ferguson gave an overview of the crime of Pedestrian Interference, including definitions and statistics. She shared the charge is used

infrequently and is primarily used in relation to intentional obstruction of vehicular or pedestrian traffic. Police Lieutenant Sam Costello shared data from the last two years related to pedestrian interference arrests. He noted in 2018 there were total of 25 arrests related to Pedestrian Interference primarily related to vehicular obstruction and a total of five arrests in 2017 and 2018 specially for blocking the sidewalk. In each instance the person was asked to move multiple times prior to citation.

Committee members asked clarifying questions.

Committee member Rollins stated the Pedestrian Interference laws are a question of ethics and not data. She shared a Wikipedia page related to “ugly laws” of the mid-1700 - 1970’s. She stated the current ordinance is a descendant of these laws and is targeted to only a certain group of people.

Committee Member Rollins moved to forward a recommendation to the City Council to repeal section 2.C of Olympia Municipal Code 9.16.180, Pedestrian Interference. The motion failed without a seconder.

6.B [18-1211](#) Scoping 2019 Advisory Committee Work Plan Process

Strategic Communications Director Kellie Purce Braseth gave an overview of a recent meeting with the advisory committee liaisons where term limits and logistics of committee application screenings were discussed.

Chair Bateman noted the period of accepting advisory committee applications, November 1 - January 31, was long due to a lack of interest, but in recent years interest has increased. In order to create a longer period for application review, it is recommended to begin the application period in October and close it at the end of November.

Ms. Braseth shared topics to be discussed at the March meeting of the advisory committee chairs including social media and related public records, the use of City email, and a loop back process for when advisory committees communicate to the City Council. Chair Bateman noted the Municipal Research and Services Center (MRSC) has training regarding social media. Ms. Braseth noted she will be meeting with liaisons twice a year, in April and September, to check in.

Committee members asked clarifying questions.

The discussion was completed.

7. REPORTS AND UPDATES - None

8. ADJOURNMENT

The meeting adjourned at 5:45 p.m.



General Government Committee

Options for 2019 Community Development Block Grant (CDBG) Annual Action Plan and Public Process

Agenda Date: 1/23/2019
Agenda Item Number: 6.A
File Number: 19-0084

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

Title

Options for 2019 Community Development Block Grant (CDBG) Annual Action Plan and Public Process

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Discuss options for the Program Year 2019 (PY 2019: 9/1/19 - 8/31/20) Community Development Block Grant (CDBG) Action Plan and public process along with potential alignment with Home Funds and give direction to staff.

Report

Issue:

Whether to discuss how the City's PY 2019 CDBG Annual Action Plan should address strategic CDBG priorities, and how can these funds align with the Olympia Home Fund allocation process.

Staff Contact:

Anna Schlecht, Community Service Programs Manager, Community Planning and Development Department (360-753-8183)

Presenter(s):

Anna Schlecht, Community Service Programs Manager.

Background and Analysis:

Tonight's Goal: The goal for tonight's meeting is to explore options for the coming PY 2019 (9/1/18 - 8/31/19) Community Development Block Grant (CDBG) Annual Action Plan and to launch the CDBG Citizen Participation Process. By starting earlier in the year, the Council can allow more time for a either a "*Direct Select*" process or a "*Request for Proposals*" process.

Starting early allows more time to request information on how the CDBG Program could align with other funding sources that operate on different fiscal years. The committee may specifically consider

options for how to align the CDBG Program funds with the Olympia Home Fund monies, which began its first full inaugural fiscal year in 2019.

CDBG Program Purpose: The CDBG Program was created as a “bundled” federal program intended to aid the development of viable urban communities, by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low and moderate income. Regulations for the CDBG Program are contained in 24 CFR 570.

Prior Discussions: This is the first discussion on the CDBG PY 2019 Annual Action Plan, although options for alignment of the CDBG Program and the Home Fund have been addressed at numerous meetings during calendar years 2017 and 2018.

CDBG Public Process: The public process for the PY 2019 CDBG Annual Action Plan is presented in the attached chart, “Olympia CDBG Program - Annual Cycle,” and is summarized as follows:

January 23, 2019 General Government Committee review of PY 2019 options	
April	General Government Committee recommendations to Council
May	Council launch of the CDBG Citizen Participation Process
May - June	30 Day CDBG Citizen Participation Process
June	Council’s Public Hearing - PY 2019 CDBG Annual Action Plan
June - July	Council review and approval of draft PY 2018 Annual Action Plan
July 15	Submission of PY 2019 Annual Action Plan to HUD
September	Start of PY 2019 CDBG & potential alignment with Olympia Home Fund

The coming PY 2019 will be the second year of the next Five-Year (2018 - 2022) CDBG Consolidated Plan, also referred to as the CDBG Five-Year Strategic Plan.

Five-Year Strategies for CDBG Program: The attached “CDBG Program Five-Year Strategies - Overview” identifies the key strategies selected by Council for investing CDBG funds during the five years between 2018 - 2022. This plan identifies housing as a key strategy, which could potentially align with Home Fund priorities. There is also a need for additional funding for the Salvation Army Day Center project, which received \$300,000 in the PY 2018. Beyond that, there are other activities that have been funded on an annual basis, including the Downtown Ambassador Program, Business Training and the Downtown Safety Program. Staff is seeking initial guidance on Committee priorities to pursue in PY 2019.

Alignment with Home Fund: Throughout the planning of the Home Fund, Council expressed interest in using those funds to leverage other monies including CDBG funds. At this time, the Home Fund is still in the early stages of founding an Advisory Body, whose work will ultimately inform Council decisions on allocations. More information on options for alignment will be made available once the Advisory Body meets.

Neighborhood/Community Interests:

All neighborhoods and community stakeholders have an interest in how federal CDBG funds are invested in community development programs and projects.

Options:

1. Discuss options for the Program Year 2019 (PY 2019: 9/1/19 - 8/31/20) Community Development Block Grant (CDBG) Action Plan and public process along with potential alignment with Home Funds and give direction to staff.
2. Delay the discussion of options for the Program Year 2019 Annual Action Plan and direct staff to provide additional information for future consideration.

Financial Impact:

The PY 2019 (September 1, 2019 - August 31, 2020) Annual Action Plan will guide the investment of an estimated \$450,000. This estimate includes \$350,000 in new PY 2019 CDBG funds along with \$100,000 in CDBG Program Income. This estimate will be updated with the actual CDBG annual entitlement along with revised estimates of program income by Spring. At that time, staff can provide the most current estimates of Olympia Home Funds that could potentially be allocated in conjunction with CDBG funds.

Attachments:

Olympia CDBG Program Annual Cycle
CDBG Five-Year Strategies - Overview

OLYMPIA CDBG PROGRAM – ANNUAL CYCLE

PROGRAM YEAR ENDS

PROGRAM YEAR STARTS



CDBG Program *Five-Year Strategies* - **OVERVIEW**

(Taken from the CDBG Consolidated Plan 2018 – 2022)

- **Housing - PRIORITY**
- **Land Acquisition – PRIORITY**
 - ✦ (As it supports housing)
- **Economic Development**
 - ✦ Business Training
 - ✦ Downtown Safety Projects
- **Public Facilities**
 - ✦ Community centers
 - ✦ Public Infrastructure
- **Social Services**
 - * Downtown Ambassador Program
 - * Day Center Staffing



HOUSING: Billy Frank Jr. Place: City discounted land for 43 new homes for formerly homeless people. CDBG Funds could leverage Home Fund dollars on housing projects



General Government Committee

Consideration of Draft 2019 General Government Committee Schedule and Work Plan

Agenda Date: 1/23/2019
Agenda Item Number: 6.B
File Number: 19-0093

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

Title

Consideration of Draft 2019 General Government Committee Schedule and Work Plan

Recommended Action

Committee Recommendation:

Not referred to committee.

City Manager Recommendation:

Consider the proposed General Government Committee 2019 Work Plan and the committee schedule and forward to City Council for review and approval.

Report

Issue:

Whether to discuss and move forward with the draft 2019 General Government Committee Work Plan and revised committee meeting schedule

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 Draft 2019 General Government Committee work plan is included as an attachment.

In the Council's January retreat, the Council chose to continue the meeting dates for the General Government Committee on the fourth Wednesday of each month. The Committee may need to reschedule several meetings that fall on Council vacation weeks and holidays may need to be rescheduled. For example, the December 2019 meeting currently fall during a Christmas Day.

Neighborhood/Community Interests (if known):

N/A

Options:

1. Review and approve the Work Plan as presented and revise the schedule and forward Work Plan and revised Schedule to City Council for Consideration.
2. Revise both the Work Plan and the Schedule and forward to the City Council for Consideration.
3. Review Schedule and Work Plan and postpone final action to a future meeting.

Financial Impact:

N/A

Attachments:

Draft Work Plan and Schedule



2019 General Government Committee - DRAFT

Schedule of Regular and Special Meetings

Note: Meeting dates and agenda items are subject to change.

Regular meeting: 4rd Wednesday, 4:00 – 6:00 p.m., Olympia City Hall,

Committee Members: Councilmembers Renata Rollins (Chair), Clark Gilman, Cheryl Selby

***Key: CSH = Community, Safety & Health • DT = Downtown • ECON = Economy • ENV = Environment • NBH = Neighborhoods**

Date	Tentative Agenda	Lead Staff	Comp. Plan Goal *	Notes/Debrief
January 23	<ul style="list-style-type: none"> General Govt. 2019 Work Plan Review Advisory Board Recruitment Update CDBG Action Plan PY2019 	Kellie Braseth Kellie Braseth Keith Stahley	Csh csh	
February ?? <i>Special Meeting</i>	<ul style="list-style-type: none"> Prepare for Advisory Board Interviews/ 	Kellie Braseth	csh	Possible special meeting for recruitment process
February 27	<ul style="list-style-type: none"> Community Development Block Grant (CDBG) – Program Year 2019 Action Plan Public Safety/OPD Update Prepare for Annual Meeting with Committee Chairs Economic Development Update 	Keith Stahley Ronnie Roberts Kellie Braseth Mike Reid	csh csh csh econ	
March ? <i>Special meeting</i>	<ul style="list-style-type: none"> Advisory Board Candidate Interviews 	Kellie Braseth	csh	<i>Recommendations must be ready for March 26 Council meeting at latest</i>
March 27	<ul style="list-style-type: none"> Annual Work Plan Review Meeting with Advisory Committee Chairs 	Kellie Braseth Kellie Braseth	csh csh	
April 24	<ul style="list-style-type: none"> Community Development Block Grant (CDBG) – Program Year 2019 Action Plan Economic Development Update Mid-Year Retreat Discussion DT Ambassador Update 	Keith Stahley Mike Reid Kellie Braseth Mark Rentfrow	csh econ/dt dt	

Update: 12/6/18

May 22	<ul style="list-style-type: none"> • ArCH Plan • Public Safety / OPD Updates • PBIA Update 	Jay Burney Ronnie Roberts Amy Buckler	econ/csh csh dt	
June 26	<ul style="list-style-type: none"> • Municipal Art Plan Status Report • Predictive Scheduling 	Stephanie Johnson Steve Hall	csh econ	Meeting falls on Council off week
July 24	<ul style="list-style-type: none"> • CDBG Action Plan PY2019 • Economic develop. Update 	Keith Stahley Mike Reid	csh csh econ	
August 28	<ul style="list-style-type: none"> • Public Safety/OPD Update 	Ronnie Roberts	csh	Meeting falls on Council off week
September 25	<ul style="list-style-type: none"> • 			
October 23	<ul style="list-style-type: none"> • CDBG PY2019 Action Plan • DT Ambassador Update • Scoping Advisory Board Recruitment Process • Economic development update • <i>Council Annual Retreat</i> 	Keith Stahley Mark Rentfrow Kellie Braseth Mike Reid Kellie Braseth	csh dt csh econ	Meeting falls on Council off week <i>Started in Oct in 2018</i>
November 27	<ul style="list-style-type: none"> • Public Safety/OPD Update • GG Committee Work Plan for 2020 • PBIA Update 	Ronnie Roberts Amy Buckler Kellie Braseth Max/Amy	csh dt dt, econ	Meeting falls on evening before Thanksgiving
December 25	<ul style="list-style-type: none"> • Scoping Advisory Committee work plan process 	Kellie Braseth	csh	Meeting falls on Xmas day



General Government Committee

Update on Advisory Committee Recruitment Process

Agenda Date: 1/23/2019
Agenda Item Number: 6.C
File Number: 19-0090

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

Title

Update on Advisory Committee Recruitment Process

Recommended Action

Committee Recommendation:

Not referred to a committee

City Manager Recommendation:

Receive the update on the advisory committee recruitment process. Briefing only; no action requested.

Report

Issue:

Whether to receive an update on the status of the advisory committee recruitment process.

Presenter(s):

Kellie Purce Braseth, Strategic Communications Director, Executive, 360-753-8361

Background and Analysis:

The General Government Committee is responsible for advisory committee recruitment. The recruitment process for 2019 began on Dec. 1 and runs through Jan. 31.

The City has posted the application and outlined the process on its website, with a link on the front page. A press release has been sent out announce the open recruitment process, and advisory committee liaisons have reminded committee members who may want to continue on committee to reapply.

Neighborhood/Community Interests (if known):

N/A

Options:

1. Receive the update on the advisory committee recruitment process.
2. Do not receive the update on the advisory committee recruitment process.

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

Financial Impact:
N/A

Attachments:
None