



# Meeting Agenda

## General Government Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

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Wednesday, February 24, 2021

5:30 PM

Online and Via Phone

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Register to attend:

[https://us02web.zoom.us/webinar/register/WN\\_jlSXAbUCRn6xf4k5VBQzjw](https://us02web.zoom.us/webinar/register/WN_jlSXAbUCRn6xf4k5VBQzjw)

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 two (2) minutes regarding the Committee's business meeting topics.*

5. **APPROVAL OF MINUTES**

5.A [21-0213](#) Approval of January 27, 2021 General Government Committee Meeting Minutes

Attachments: [Minutes](#)

6. **COMMITTEE BUSINESS**

6.A [21-0178](#) 2021 Olympia Heritage Awards Recommendations

Attachments: [Anderson Nomination](#)

[Willis Nomination](#)

[Thurston County Historic Commission Nomination](#)

[Elliott Nomination](#)

6.B [21-0207](#) Economic Development Update

6.C [21-0200](#) Update on the Process to Form a Social Justice and Equity Commission

6.D [21-0206](#) Preparation for Annual Meeting with Advisory Committee Chairs

Attachments: [Roles-and-Expectations](#)

7. **REPORTS AND UPDATES**

**8. 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 Committee meeting, please contact the Council's Executive Assistant at 360.753.8244 at least 48 hours in advance of the meeting. For hearing impaired, please contact us by dialing the Washington State Relay Service at 7-1-1 or 1.800.833.6384.*



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

**General Government Committee**  
**Approval of January 27, 2021 General  
Government Committee Meeting Minutes**

**Agenda Date: 2/24/2021**  
**Agenda Item Number: 5.A**  
**File Number:21-0213**

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

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**Title**

Approval of January 27, 2021 General Government Committee Meeting Minutes



# Meeting Minutes - Draft

## General Government Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

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**Wednesday, January 27, 2021**

**5:30 PM**

**Online and Via Phone**

---

**Register to attend:**

[https://us02web.zoom.us/webinar/register/WN\\_UyGV0vieTXqGoauW\\_QKhlG](https://us02web.zoom.us/webinar/register/WN_UyGV0vieTXqGoauW_QKhlG)

**1. CALL TO ORDER**

Chair Rollins called the meeting to order at 5:31 p.m.

**2. ROLL CALL**

**Present:** 3 - Chair Renata Rollins, Committee member Dani Madrone and Committee member Yến Huỳnh

**3. APPROVAL OF AGENDA**

**The agenda was approved.**

**4. PUBLIC COMMENT**

The following people spoke: Jazmine Fox Stern, Nolan Hibbard-Pelly, Hattie O. and Sara Destasio.

**5. APPROVAL OF MINUTES**

- 5.A** [21-0113](#) Approval of December 3, 2020 General Government Committee Meeting Minutes

**The minutes were approved.**

**6. COMMITTEE BUSINESS**

- 6.A** [21-0109](#) Annual Olympia Heritage Awards Process

Heritage Commission Chair Holly Davies gave an overview of the Olympia Heritage Awards Process.

**The information was received.**

- 6.B** [21-0110](#) Update on Police Auditor Services

The Committee received an update on the work of the Police Auditor Tara Parker of Ogden Murphy Wallace, P.L.L.C.

The Committee discussed using Police Auditor Parker to review use of force incidents that occurred in 2020. City Manager Burney noted this is outside of the current scope of work contracted with the Police Auditor, and he will develop a scope of work specific to review 2020 use of force incidents and bring it back to the committee.

**The information was received.**

**6.C**     [21-0105](#)           Consideration of Draft 2021 General Government Committee Schedule and Work Plan

Strategic Communications Director Kellie Purce Braseth reviewed the proposed 2021 General Government Committee Work Plan.

The committee agreed to have public safety updates three times of year, to include the Fire Department (August), Familiar Faces (May) and OPD (November). The Police Auditor will give an update three times a year. The November meeting will be cancelled and merged with the December meeting, which moved to December 8. Special meetings were added on April 14 and 27.

**The recommendation was moved forward for Council approval as amended.**

**7.       REPORTS AND UPDATES**

Ms. Braseth discussed advisory committee openings and recruitments.

**8.       ADJOURNMENT**

The meeting adjourned at 8:22 p.m.



## General Government Committee

### 2021 Olympia Heritage Awards Recommendations

**Agenda Date:** 2/24/2021  
**Agenda Item Number:** 6.A  
**File Number:** 21-0178

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

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#### **Title**

2021 Olympia Heritage Awards Recommendations

#### **Recommended Action**

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

Move to approve the Heritage Commission recommendation of recipients of 2021 Heritage Awards, and forward to City Council for consideration.

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

Move to approve the Heritage Commission recommendation of recipients of 2021 Heritage Awards, and forward to City Council for consideration.

#### **Report**

##### **Issue:**

Whether to recommend the Heritage Commission's proposed Heritage Award recipients for City Council consideration

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

Marygrace Goddu, Senior Planner, Community, Planning & Development, 360.480.0923

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

Holly Davies, Heritage Commission Chair

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

The members of the Heritage Commission recommend four nominees for Heritage Awards in 2021. Following this unprecedented Pandemic year of 2020, in which the norms of human interaction had to be re-imagined, the Commission's nominations for 2021 recognize heritage, history, and culture bearers who have worked in a variety of mediums to creatively connect, educate, tell our stories and share our past.

- **Shane Anderson, Documentary Film maker and Storyteller** is recognized for his historical and current documentation of the land, water, and wildlife in our region. Shane's films have educated the public, created protective policies, and communicated calls to action to protect, honor, and preserve these places that backdrop our city, from the Olympic Mountains to the

waterways that shape our community. Historical background is a strong component of each of Shane's productions.

- **Playwright Bryan Willis** is nominated for his play, **The Hotel Olympian 100th Anniversary Grand Gala Extravaganza**, which successfully uses historic narratives to both entertain and educate audiences. With the 100<sup>th</sup> Anniversary of the Hotel Olympian in 2020 as his take-off point, Willis' play is set in the Hotel's Grand Opening event. With the clever use of a fortune-teller, he playfully takes observers on a 100-year, forward journey of Olympia's history and current landmarks, invoking a renewed sense of community and longevity, and a few good laughs. Originally planned as a live on-location play, Willis reproduced this work as a radio play in response to the social gathering restrictions of the Pandemic and maintained a 2020 release coinciding with the 100-year anniversary of the Olympian Hotel's opening.
- **The Thurston County Historic Commission** is nominated for their coordination and publication of ***Thurston County Water, Woods & Prairies, Essays on the History of Washington's Capital County***, the most inclusive book ever written on Washington's Capital County, and the first published in 100 years. The entire project was conducted with unpaid volunteers starting in 2012. Featuring the work of nine local and regional historians and five essayists, this publication adds new information to the historical record of our region. The extensively researched and indexed information provide valuable sources, including a wealth of historic images, drawings and maps for historic preservationists and community historians. It was published in 2019 with support from the Thurston County Commissioners.
- **Alicia Elliott for MacIntyre House Restoration and Placemaking** - Alicia Elliott's innovative actions blend placemaking with historic preservation in a prominent block on Olympia's Westside. Alicia's 2012 vision to create a neighborhood center and gathering place on the site of the former Rowland Lumber building at the corner of Harrison and Division led to creation of West Central Park. Building on this success, she acquired and restored nearby historic homes including the 1892 era McIntyre House, which has been carefully restored and is now Marie's Bed and Breakfast. In less than a decade Alicia has created new public green space, preserved historic sites, sparked local economic development and promoted sustainable development, in a testament to what one person can accomplish and an example for others to follow.

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

N/A

**Options:**

1. Recommend the proposed awardees to City Council for consideration.
2. Modify the list of proposed awardees and recommend to City Council for consideration.
3. Do not make a recommendation to City Council, resulting in deferral or delay of 2021 Heritage Awards.

**Financial Impact:**

Minimal cost to create award certificates and awards is funded by the Community Planning and Development administrative budget.

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

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**Attachments:**

Anderson Nomination

Willis Nomination

Thurston County Historic Commission Nomination

Elliott Nomination



# 2021 Olympia Preservation Award Nomination

*Olympia's Preservation Award supports the Heritage Commission's goal of recognizing excellence in the rehabilitation of historic objects, buildings, structures, sites and districts, as well as new construction in historic areas (OMC 18.12.055).*

## PERSON MAKING NOMINATION:

Name	Contact Details	Date of Nomination
Audrey Henley	audrey@olympiafilmsociety.org	1/27/2021

## NOMINATION TYPE:

Person

Project

Other:

Organization

Building

**CATEGORY OF NOMINATION:**

- Preservation
- Education
- Other:
- New Construction
- Scholarship

**NOMINEE:**

Name	Address	Phone/Email
Shane Anderson	Olympia, WA	northforkstudios@gmail.com

**SIGNIFICANCE OF NOMINATION:**

*Brief summary of the significance of the person, organization, project or building. This text will be used by the City of Olympia in preparing and presenting the award at the City Council meeting. Attach additional pages as needed.*

Olympian Shane Anderson is an environmental documentarian and filmmaker. Shane is also the Director of Storytelling at Pacific Rivers, a conservation non-profit whose mission is to protect and restore the West's watershed ecosystems to ensure river health, biodiversity, and clean water for present and future generations.

He has produced award-winning short and full-length films, most notable Wild Reverence about the decline of wild steelhead in the Northwest, A River's Last Chance chronicling the 2014 dry up of the mighty Eel River of California. He is releasing a new film Chehalis: A Watershed Moment, about climate change and a legacy of human impact that has affected Washington's Chehalis River and the people living in the watershed. Told by the people grappling with decisions that will affect the river's fate, the salmon, and their communities. The film explores the intersection of social, cultural, economic, and environmental values increasingly being defined by a new climate reality.

Shane's films are an educational and conscious call to action to preserve, restore, and protect resources, communities, and wildlife affected by the destructive actions of mankind and mother nature.

North Fork Studios is a multi-media production company based out of Olympia, Washington specializing in storytelling through video focusing on outdoor, adventure, and conservation. Shane Anderson founded North Fork Studios in 2012 after realizing the importance of the video medium to tell stories that can lead to changes in public policy around the environment and natural resources management.

\*\*\*\*

This Preservation Award Nomination recognizes filmmaker and storyteller Shane Anderson for his historical and current documentation of the land, water, and wildlife in our area. Shane's films have educated the public, created protective policies, and calls to action that protects, honor, and preserve these places that backdrop our city, from the Olympic Mountains to the waterways that shape our community.

*X I have attached information to support my nomination, including documents, images, & other recognitions.*

*For a project nomination, I have included "before" and "after" photos.*

**ADDITIONAL INFORMATION – PROVIDE AS APPLICABLE**

**PROPERTY OWNER FOR BUILDING/PROJECT BEING NOMINATED** (if different from above):

Name	Address	Phone/Email

**ARCHITECT / CONSULTANT FOR PROJECT BEING NOMINATED** (if different from above):

Name	Address	Phone/Email

**BUILDING DETAILS:**

<b>Address</b>	<b>Historical Name</b>
<b>Year Built</b>	<b>Year Rehabilitated</b>
<b>Original/Early Owner</b>	<b>Original Architect/Builder</b>
<b>Original Use</b>	<b>Current Use</b>
<b>Heritage Designation Status</b>	<b>Other Information</b>

*Attach additional pages as needed*

Film Trailer links

**Chehalis: A Watershed Moment - <https://vimeo.com/377676805>**

The future of the Washington state's most diverse river hangs by a thread. Faced with worsening floods and a prized salmon population on the brink of extinction, a changing climate can no longer be ignored. On Dec. 3, 2007 the Chehalis river valley experienced a catastrophic flood like never before, marking the 4th major flood in 30 years and the resurgence of long-standing interest in building a flood retention dam. As the region prepares to pursue possible solutions with a combination of infrastructure and restorative design, this wild salmon stronghold faces rising water temperatures and a 100-year legacy of habitat degradation. The dam efforts have also caused diverse stakeholders, including the Confederated Tribes of Chehalis, Quinault Indian Nation and Washington Dept. of Fish and Wildlife to undertake massive scientific investigation in order to learn more about this little known basin and its fragile habitat. If no action is taken, the prized spring Chinook population will stay on trajectory toward extinction in coming years

*This film is planning to be shown at the Capitol Theater with a Q&A event to follow - date TBD.*

**Wild Reverence - <https://vimeo.com/ondemand/17698/100771622>**

Shane made a pilgrimage to the Olympic Peninsula in Washington state to the rivers he once fished as a boy. His relationship with the wild steelhead and the rivers in which they met upon taught him just how precious life can be. What was once a childhood fishing trip has evolved into a journey to find answers why his favorite fish is disappearing from the rivers and appearing on the Endangered Species list. How could this wild and beautiful creature slip toward the abyss of extinction?

WILD REVERENCE embarks on a quest to begin a movement to enact real change not only for the steelhead but for all ecosystems.

**Rising From the Ashes - [https://www.youtube.com/watch?v=9t\\_m1myVBBQ](https://www.youtube.com/watch?v=9t_m1myVBBQ)**

Less than six years ago, the second of two dams on the Elwha River, on Washington's Olympic Peninsula, was taken out to provide access for fish to the upper river located in the Olympic National Park. Since then, we have witnessed a remarkable transformation of the river – and of the wildlife that depend on it. Before the dams were installed in the early 1900s, the Elwha produced consistent and robust runs of salmon and steelhead and was a productive fishery. Afterwards, these runs dwindled almost to nothing. In fact, the river's summer run of steelhead was almost extirpated. But taking out the dams paid immediate dividends for salmon and steelhead, which are now being found throughout the watershed. And summer steelhead, in particular, have staged an amazing comeback. Like the Phoenix rising from the ashes, summer steelhead have repopulated the Elwha in numbers unthinkable a few years ago.

**North Fork Studios - [www.northforkstudios.net](http://www.northforkstudios.net)**

Please email completed form and attachments to Marygrace Goddu at: [mgoddu@ci.olympia.wa.us](mailto:mgoddu@ci.olympia.wa.us)

## 2021 Heritage Award Nomination

*Olympia's Preservation Award supports the Heritage Commission's goal of recognizing excellence in the rehabilitation of historic objects, buildings, structures, sites and districts, as well as new construction in historic areas (OMC 18.12.055).*

### PERSON MAKING NOMINATION:

Name	Contact Details	Date of Nomination
Andrea Pareigis	apareigi@ci.olympia.wa.us	1/18/2021

### NOMINATION TYPE:

Person	Project <b>X</b>	Other:
Organization	Building	

### CATEGORY OF NOMINATION:

Preservation	Education <b>X</b>	Other:
New Construction	Scholarship	

### NOMINEE:

Name	Address	Phone/Email
<b>The Hotel Olympian 100<sup>th</sup> Anniversary Grand Gala Extravaganza</b>		willis@olynet.com

### SIGNIFICANCE OF NOMINATION:

*Brief summary of the significance of the person, organization, project or building. This text will be used by the City of Olympia in preparing and presenting the award at the City Council meeting. Attach additional pages as needed.*

One of the many ways history is preserved is through the art of storytelling. World renowned, and locally inspired playwright Bryan Willis had made a career out of retelling history through inspired and creative plays. His latest work, **The Hotel Olympian 100th Anniversary Grand Gala Extravaganza**, not only showcases important Olympia history, but proves Willis' passion, perseverance and adaptability. Originally planned as a live on-location play, Willis reproduced this work as a radio play in response to the social gathering restrictions of the 2020 Pandemic and maintained a 2020 release coinciding with the 100 year anniversary of the celebrated Olympian Hotel.

**The Hotel Olympian 100th Anniversary Grand Gala Extravaganza** is a prime example of history, culture and the arts meeting. This play expands from the history of how and why the hotel was

built to include numerous references to other timely and significant facts including political leaders, Olympia Brewery, suffrage, and prohibition.

Prior to the building of The Hotel Olympian, Olympia was at risk of losing state capitol status. Critics were concerned over the lack of "world class accommodations" provided in Olympia. With the capitol status at risk, politicians, business leaders and other citizens formed and executed a plan to bring world class hospitality to Olympia. The result, The Hotel Olympian, still standing today at 116 Legion Way SE as part of the Downtown Olympia Historic District.

Willis' play goes into the details of this endeavor using the backdrop of the July 16<sup>th</sup>, 1920 Grand O pening. He recreates this historic event, and playfully takes observers on a 100-year, forward journey of Olympia's history through the creative use of a fortune teller. The play goes so far as to remind us, tongue in cheek, of the building's current use: low-cost senior living and a tattoo parlor. Historic figures, Governor Louis F Hart, brewer Peter G. Schmidt and Mayor Jesse T. Mills are among those recreated in this historic work.

Bryan Willis' uses his experiences and knowledge of Olympia to produce art appreciated globally. His plays have been produced throughout the United States and abroad in five different countries. While traveling has been a part of his career, he is still first and foremost a pacific northwest playwright. "As a native Olympian I think it's time we started telling our own stories." Willis was quoted in a News Tribune interview. Other plays inspired by Olympia include "Bootleg" and "Bicycle Noir: A Love Story on Wheels".

Bryan Willis should be commended on successfully using historic narratives to both entertain and educate audiences. Using the 100<sup>th</sup> Anniversary of the Hotel Olympian, Willis was able to connect our history to current landmarks, invoking a sense of community and longevity. A radio version of the play aired on local station KGY December 2020. Plans are currently in the works for this play to be produced live on location at the Hotel Olympian, furthering the connection to history and place.

*I have attached information to support my nomination, including documents, images, & other recognitions.*

*For a project nomination, I have included "before" and "after" photos.*

**ADDITIONAL INFORMATION – PROVIDE AS APPLICABLE**

**PROPERTY OWNER FOR BUILDING/PROJECT BEING NOMINATED (if different from above):**

Name	Address	Phone/Email
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**ARCHITECT / CONSULTANT FOR PROJECT BEING NOMINATED** (if different from above):

Name	Address	Phone/Email

**BUILDING DETAILS:**

Address	Historical Name
Year Built	Year Rehabilitated
Original/Early Owner	Original Architect/Builder
Original Use	Current Use
Heritage Designation Status	Other Information

***Attach additional pages as needed***

See Script Attached

Please email completed form and attachments to Marygrace Goddu at:  
[mgoddu@ci.olympia.wa.us](mailto:mgoddu@ci.olympia.wa.us)



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**ARCHITECT / CONSULTANT FOR PROJECT BEING NOMINATED** (if different from above):

Name	Address	Phone/Email

**BUILDING DETAILS:**

<b>Address</b>	<b>Historical Name</b>
<b>Year Built</b>	<b>Year Rehabilitated</b>
<b>Original/Early Owner</b>	<b>Original Architect/Builder</b>
<b>Original Use</b>	<b>Current Use</b>
<b>Heritage Designation Status</b>	<b>Other Information</b>

*Attach additional pages as needed*

**SEE ATTACHMENTS**

Please email completed form and attachments to Marygrace Goddu at: [mgoddu@ci.olympia.wa.us](mailto:mgoddu@ci.olympia.wa.us)

## 2021 Heritage Award Nomination

### Thurston County Historic Commission for Coordination and Publication of

#### *Thurston County Water Woods and Prairies*

***Thurston County Water, Woods & Prairies, Essays on the History of Washington's Capital County*** originated with the Thurston County Historic Commission in 2012, under the guidance of commissioner Sandra Crowell, a regional historian and editor of the publication. The idea was to fill a gap in the historical record of Thurston County and its communities. It is the most inclusive book ever written on Washington's Capital County, and the first published in 100 years. The entire project was conducted by unpaid volunteers with unpaid volunteers starting in 2012. It was published in 2019 with support and from the Thurston County Commissioners.

*Thurston County Water, Woods & Prairies* is not a traditional nomination for a historic preservation project. It is an education project focused on community history.

The publication is a valuable research resource for historians and preservationists, including historic home and business owners, due to the following:

- a wealth of well-researched and newly uncovered local historical information
- a large collection of historic images, maps and documents
- a professionally prepared index

A professional indexer was brought on to create a searchable history database. According to well-known local historian and historic preservationist Shanna Stevenson "The book has enduring value because it is thoroughly footnoted and has an extensive bibliography...and [includes] an extraordinary number of historic and contemporary images of the county-not done before."

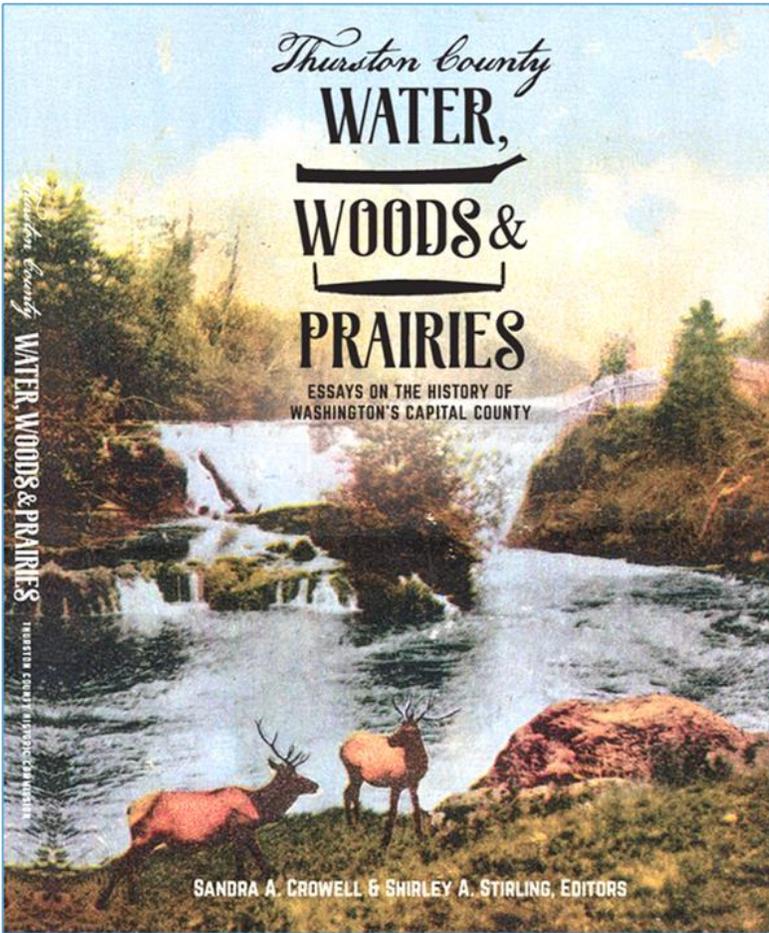
The book contains more than 250 images, original scanned documents and 12 maps, many which have never been published. There are 25 "sidebars" or short essays that include the Olympia music scene 1983 to 1999, and the 1860 establishment of the Pacific Restaurant and Hotel by Rebecca Howard on Main Street [now Capital Way].

Community history and historic preservation go hand in hand. The National Park Service, which owns and maintains historic properties across the country, has stated "Historic structures can serve to define a community, it is a way to tell our history. They connect us to specific times, places and events that are significant milestones to our past. Historic Preservation and the study of history go hand in hand and enrich and enhance our knowledge appreciation of our collective history."

The book originated with the Thurston County Historic Commission and the expertise of well-established historians, including Gerry Alexander, Drew Crooks, Jennifer Crooks, the late Les Eldridge, Dr. James Hannum, Karen Johnson, Shanna Stevenson, and Don Trospen. Other contributors include co-editors Sandra Crowell and Shirley Stirling. Chris Colton provided copy-editing while Tumwater resident David Nicandri, former director of the Washington State Historical Society, introduced the work. Proceeds from the sale of the book have been given to Arts and Heritage based organizations across the entire county.

Members and Former Members of the Thurston County Historic Commission who provided support for this project  
Charlie Roe, Rob Kirkwood, David Shipley; County staff, Cami Petersen; Jeremy Davis. Sonja Cady, Sandra Crowell, Shirley Stirling.

Thurston County Board of County Commissioners  
Carolina Mejia, Gary Edwards, Tye Menser



Olympia, Washington Territory, in 1857 by James M. Alden. One of the earliest views of Olympia Looking north toward the waterfront. (Washington State Historical Society)



# 2021 Olympia Preservation Award Nomination

*Olympia's Preservation Award supports the Heritage Commission's goal of recognizing excellence in the rehabilitation of historic objects, buildings, structures, sites and districts, as well as new construction in historic areas (OMC 18.12.055).*

## PERSON MAKING NOMINATION:

Name	Contact Details	Date of Nomination
Ken House		2-9-2021
Garner Miller		

## NOMINATION TYPE:

Person

Organization

Project

Building

Other:

## CATEGORY OF NOMINATION:

Preservation

New Construction

Education

Scholarship

Other: Placemaking

## NOMINEE:

Name	Address	Phone/Email
Alicia Elliott	6326 Cedar Flats Rd SW Olympia	360-915-8039

## SIGNIFICANCE OF NOMINATION:

*Brief summary of the significance of the person, organization, project or building. This text will be used by the City of Olympia in preparing and presenting the award at the City Council meeting. Attach additional pages as needed.*

This award recognizes Alicia Elliott's innovative actions that blend placemaking with historic preservation in a prominent block on Olympia's Westside. Alicia's 2012 vision to create a neighborhood center and gathering place on the site of the former Rowland Lumber building at the corner of Harrison and Division led to creation of West Central Park. Building on this success, she acquired and restored nearby historic homes including the 1892 era McIntyre House, now Marie's Bed and Breakfast, the adjacent Adams House, and the house that is Phoebe's Pastry Cafe. In less than a decade Alicia has created new public green space, preserved historic sites, sparked economic development and promoted sustainable development that is a testament to what one person can accomplish and an example for others to follow.

I have attached information to support my nomination, including documents, images, & other recognitions.

For a project nomination, I have included "before" and "after" photos.

**ADDITIONAL INFORMATION – PROVIDE AS APPLICABLE**

**PROPERTY OWNER FOR BUILDING/PROJECT BEING NOMINATED** (if different from above):

<b>Name</b>	<b>Address</b>	<b>Phone/Email</b>
Alicia Elliott		

**ARCHITECT / CONSULTANT FOR PROJECT BEING NOMINATED** (if different from above):

<b>Name</b>	<b>Address</b>	<b>Phone/Email</b>
Jeffrey Snyder, Architect	218 ½ 4 <sup>th</sup> Ave W	360/786-1775
Robin Healy of Greenland Solutions		

**BUILDING DETAILS:**

<b>Address</b>	<b>Historical Name</b>
123 North Cushing Street	McIntyre house
<b>Year Built</b>	<b>Year Rehabilitated</b>
1892	2018
<b>Original/Early Owner</b>	<b>Original Architect/Builder</b>
J.R. McIntyre, Carpenter	same
<b>Original Use</b>	<b>Current Use</b>
residence	Bed & Breakfast/Inn
<b>Heritage Designation Status</b>	<b>Other Information</b>
Listed on local heritage register	

*Attach additional pages as needed*

## 2021 Heritage Award Nomination

### **Honoring Alicia Elliot for Placemaking through Historic Preservation and Restoration of the McIntyre House**

This award recognizes Alicia Elliott's innovative actions that blend placemaking with historic preservation in a prominent block on Olympia's Westside. Alicia's 2012 vision to create a neighborhood center and gathering place on the site of the former Rowland Lumber building at the corner of Harrison and Division led to creation of West Central Park. Building on this success, she acquired and restored nearby historic homes including the 1892 era McIntyre House, now Marie's Bed and Breakfast, the adjacent Adams House, and the house that is Phoebe's Pastry Cafe. In less than a decade Alicia has created new public green space, preserved historic sites, sparked economic development and promoted sustainable development that is a testament to what one person can accomplish and an example for others to follow.

Alicia Elliott's vision from 2012 has led to the restoration and adaptive reuse of buildings listed on the Olympia Historic Register and creation of a micro business and residential community. She has set an example of what can be done with historic buildings through adaptive reuse, restoration, careful remodeling and the addition of sensitively planned new construction. Her overall project may be unique in Olympia and certainly is a role model for combining historic preservation, community planning and contemporary use.

Alicia meticulously and thoroughly restored the J.R. McIntyre House at 123 Cushing Street NW after she purchased it in 2016. The home is individually listed on the Olympia Register of Historic Places. The restoration project, completed in 2018 and overseen by Robin Healy of Greenland Solutions, includes adaptive reuse of the 1892 home. It is now Marie's Bed and Breakfast. In addition to the rehabilitation of the house, the grounds were renovated and special care was taken to preserve an historic English oak tree on the site that was threatened by removal. Two new residential buildings were built onsite by Chris Ruef of Altis Construction in a style that complements the Queen Anne architecture of the original home. Their new construction, and the adaptive reuse of the structure, makes the restoration project more economically viable and helps ensure the long-term preservation of the historic home.

The McIntyre House restoration and adaptive reuse is part of a larger, multifaceted project and vision of Ms. Elliott's. Her vision extends to most of the block between Cushing Street, Black Lake Boulevard, Harrison Avenue and 4<sup>th</sup> Avenue NW. For example, she purchased the neglected 1920s era rental house at 106 Division and rehabilitated the structure. It now houses Phoebe's Pastry Café.

Alicia also bought the John and Elsie Adams house at 135 Cushing Street NW. Like the McIntyre House, the Adams House, built in 1900, is individually listed on the Olympia Historic Register. She plans to rehabilitate and enlarge the house to use as office space or a rental, under the review by the Historic Commission and with the assistance of architect Jeffrey Snyder. Here again, care is being taken to preserve the remains of an historic orchard and an original outbuilding.

In addition, Alicia contracted with Altis Construction to build the Parkside Café in a style to compliment, highlight and reflect the architecture of the block. She terms the design of the Café building as a "sign of respect" for the older structures on the block. The new building, also designed by Snyder, includes shop and restaurant space. It is intended to make the block more attractive to local residents and visitors. Ms. Elliott compliments Mr. Snyder's attention to detail, knowledge of local codes and interest in historic architecture.

Ms. Elliott's original interest in the block developed when she purchased the site of the Rowland Lumber Company in 2012. The land had been considered for construction of a gas station and convenience stores following demolition of the historic lumberyard building in 1997. Instead, she created a large public park space and donated the land to 501C3

non-profit corporation. The resultant West Central Park is committed to maintaining a green, vibrant, walkable neighborhood and a resilient, connected community. Traditional and historic crafts such as apple pressing, blacksmithing and carpentry have been demonstrated in the Park and at Marie's. Following the purchase of the lumberyard site, Alicia noticed the great historic architecture on the remainder of the block and began to acquire additional properties. She says that she drew inspiration for the overall project from the successful neighborhood business districts created in Portland that include historic buildings.

Ms. Elliott has been attentive to details that contribute to the success of this neighborhood redevelopment. She arranged to have the alley on the block vacated when she noticed it was being used by drivers evading traffic lights at high speed. The alley is now a pedestrian space connecting the various businesses on the block.

Ms. Elliott's vision has led to the preservation and restoration of historic buildings and the creation of a setting that promotes their appreciation and long-term survival, as well as improved public access and community green space where none existed before.



## General Government Committee Economic Development Update

**Agenda Date:** 2/24/2021  
**Agenda Item Number:** 6.B  
**File Number:**21-0207

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

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**Title**

Economic Development Update

**Recommended Action**

**Committee Recommendation:**

Not referred to a committee.

**City Manager Recommendation:**

Receive a presentation on City of Olympia economic development activity. Briefing only; No action requested

**Report**

**Issue:**

Whether to receive a briefing on economic development activity.

**Staff Contact:**

Mike Reid, Economic Development Director, 360.753.8591

**Presenter(s):**

Mike Reid, Economic Development Director

Megan Fiess, Thurston County Chamber of Commerce, Vice President of Workforce and Strategic Initiatives

David Schaffert, Thurston County Chamber of Commerce, President/CEO

**Background and Analysis:**

The presentation will include an overview of current economic development data and efforts in Olympia with specific focus on unemployment data, labor trends, and workforce development training activities. Representatives from the Thurston Chamber of Commerce-WorkSource Business Solutions Provider will discuss active efforts in assisting displaced workers.

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

N/A

**Options:**

1. Receive the briefing.

2. Do not receive the briefing.
3. Receive the briefing at another time.

**Financial Impact:**

N/A

**Attachments:**

None



## General Government Committee

### Update on the Process to Form a Social Justice and Equity Commission

**Agenda Date:** 2/24/2021  
**Agenda Item Number:** 6.C  
**File Number:**21-0200

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

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#### **Title**

Update on the Process to Form a Social Justice and Equity Commission

#### **Recommended Action**

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

No recommendation. Information only.

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

No recommendation. Information only.

#### **Report**

##### **Issue:**

Whether to receive a briefing on the process to form a Social Justice and Equity Commission.

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

Olivia Salazar de Breaux, Equity and Inclusion Coordinator, Human Resources, 360.753.8343

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

Olivia Salazar de Breaux, Equity and Inclusion Coordinator, Human Resources

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

In June 2020, City Council forwarded to the General Government Committee a referral to develop a Human Rights Commission. Input from the community and direction from Council was that the development of a new Commission be led by marginalized community members, with an emphasis on Black, Indigenous, and People of Color.

On November 2, 2020, Council approved an approach to establishing a Social Justice & Equity Commission (Commission) that is led by the City's Equity & Inclusion Coordinator and a Founding Members Work Group made up of five marginalized community members, with an emphasis on Black, Indigenous, and People of Color. This group will host a series of Community Conversations to elevate the voices of marginalized community members, and use the input gathered to recommend to Council the new Commission's:

- make-up and terms;
- formal name;

- scope of work; and
- first year work plan

The purpose of this agenda item is to provide a briefing on the process to form the new Commission. Staff will introduce the consultant team chosen to support the Founding Members Work Group and share an update about the planned approach and timeline.

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

There is significant interest to address systemic racism and inequality. Input that staff and City Councilmembers are receiving from citizens strongly supports a process that is highly inclusive, pays specific attention to the concerns and experiences of marginalized community members, and fosters and repairs trust amongst the City and community members.

**Options:**

N/A

**Financial Impact:**

Council has allocated \$60,000 in 2020 Council goal funds to support development of a new Advisory Commission to address social justice and equity issues. Funding will primarily be used to enter into a contract with a consulting team with majority representation as Black, Indigenous, and People of Color. The consultant team will provide additional support in meeting design and facilitation, and community input analysis and organization.

**Attachments:**

N/A



## General Government Committee

### Preparation for Annual Meeting with Advisory Committee Chairs

**Agenda Date:** 2/24/2021  
**Agenda Item Number:** 6.D  
**File Number:**21-0206

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

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#### **Title**

Preparation for Annual Meeting with Advisory Committee Chairs

#### **Recommended Action**

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

Not referred to a committee.

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

Give guidance on the agenda for the General Government Committee's annual meeting with advisory committee chairs.

#### **Report**

##### **Issue:**

Whether to review what the General Government Committee wishes to discuss with committee chairs.

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

Kellie Purce Braseth, Strategic Communications Director, Executive, 360.753.8361

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

Kellie Purce Braseth, Strategic Communications Director

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

Annually the General Government Committee meets with advisory committee chairs to review proposed work plans and discuss other timely issues. The 2021 meeting is currently scheduled for March 24.

Possible discussion topics include:

- 2021 Work Plan and emerging issues, particularly around equity.
- Check in on liaison relationship between Council Committees and advisory committees.
- Feedback on advisory committee member application review process.
- Review of committee guidelines/roles and expectations (please see attachment).
- Other topics?

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

N/A

**Financial Impact:**

None

**Attachment:**

Advisory Committee Roles and Expectations



# Advisory Committee Roles and Expectations

City of Olympia WA City Council Office  
PO Box 1967  
Olympia WA 98507-1967

The Olympia City Council welcomes community comment and involvement.

Informally, individuals and groups share perspectives and advice with the City Council by phone, e-mail, personal contacts, and letters. Formally, the City Council accepts public testimony at its regular meetings, and the City sponsors open houses, community forums, and public hearings throughout the year on specific issues. In addition, the City Council has established several advisory boards and committees to provide advice on key issues.

## **The General Role of Olympia's Advisory Boards and Committees**

Advisory committees are a structured way for individual citizens to share their opinions and perspectives, study issues, and develop recommendations in a focused, small group structure. The primary purpose of advisory committees is to provide judicious advice, from a citizen perspective, to the City Council which is the City's elected policy-making body.

Advisory committee activities may include study of critical issues, hearing public testimony, independent research, and reviewing staff reports and recommendations - all of which is intended so that the committee is prepared to discuss, formulate, and forward well-developed, thoughtful recommendations to the City Council in a timely manner.

## **City Council Decision Making**

In making decisions, the Olympia City Council considers general citizen comment, advisory committee recommendations, staff recommendations, Council priorities and goals, research and background information, and individual Councilmember perspectives.

The City Council expects to receive recommendations from advisory committees that reflect the individual and collective knowledge and thinking of the committee, particularly from a citizen perspective. Your recommendations may be transmitted as part of the staff report or as a distinct memo or report either attached to the staff report or transmitted separately to the City Council. The staff liaison for your committee can assist with this effort; and in all cases, a copy of your recommendation or report should be filed with both the staff liaison for your committee and with the City Council Executive Office as it is a public record.

The City Council also expects that City staff will present recommendations from a professional perspective. There may be times when the professional opinions and recommendations of City staff differ in part or in whole from yours or that of the committee, and that's okay. Differences of perspective are inherent in policy formulation and deliberation work of an organization that welcomes diverse perspectives.

There also may be times when your advisory committee's recommendations will not prevail or will be modified by the City Council. It is important to recognize that this is not a rejection of the integrity of the recommendation, but is an inevitable part of the process of municipal decisionmaking where a variety of views, perspectives, and recommendations are considered.

## **Advisory Committee Work Plans**

Each Committee is expected to propose an annual work plan to the City Council for consideration early each year. In developing the work plans, committees are to consider:

- City Council established or adopted goals and priorities, including the City's Comprehensive Plan, annual Council goals, master plans, budget, and so on.
- Resource availability - budget, staff support, committee member time.
- Departmental work priorities.
- Committee member knowledge, interest, and expertise.

The work plans are formally reviewed and adopted by the City Council . The Council has asked that when the plans are transmitted, each be accompanied by a letter from:

- The committee chair outlining the past year accomplishments and highlighting the top two proposed priorities;
- The respective department director or staff liaison addressing resource availability to accomplish the work items and relationship of the proposed items to planned departmental activities for the year.

During its review, the City Council may change or modify a committee's proposed work plan so that it reflects Council priorities, available resources, and emerging issues. Once adopted by City Council , the work plan serves as the basis for a committee's focus and effort during the year, although the Council may, from time-to-time, refer other issues to the committee during the course of a year.

## **Expectations for Advisory Committee Members**

The Council's General Government Committee has adopted general Rules of Procedure for Olympia's advisory committees/commissions.

It is expected that:

- All advisory board and committee meetings are to be conducted in public session and noticed in accordance with State law, unless otherwise advised by Olympia 's City Attorney.
- Individual committee members and the collective group will be fair, impartial and respectful of the public, staff, and each other.
- Committee members will respect the limitations of their individual and collective authority. The role of the committee is to advise the City Council and/or staff. Please keep in mind that committee appointment does not empower you to make final decisions, unless authorized by State law or the group's enabling ordinance, or to supervise staff.
- Members will strive to appreciate differences in approach and point of view, whether from each other, the community, the City Council , or staff.
- Each member will participate in the group's discussions and work assignments, without dominating the discussion or activity of the committee.
- The committee chair will ensure that all members have a fair, balanced and respectful opportunity to share their knowledge and perspectives.
- The committee will attempt to reach consensus on issues. If consensus is not possible, strong differing opinions such as "minority" opinions should be recorded and acknowledged in the committee's report to the City Council.
- There are "no surprises" from the Committee either in the nature of the work being undertaken by the committee or the method and timing for conveyance of recommendations to the City Council. The staff liaison fulfills an important role in assisting the committee in this regard.

Please be careful to not deliberate about Committee work and issues via e-mail or in unnoticed "side meetings or gatherings" as these actions may be in violation of open meeting laws. The City attorney is available to consult with or provide advice to committees in this regard and on any other legal issue.

### **Staff Liaisons**

Each Olympia advisory board, commission, or committee has an assigned staff liaison. In addition, the City's Communication Director serves as a general liaison with the committees on behalf of the City Council and the City Manager.

The word liaison is used deliberately by the City to describe the nature of the staff role in relation to the committee, instead of the phrase "committee staff." A liaison is defined as "one who maintains communication."

While Olympia's committee liaisons have some differing duties, depending on past committee practice, time availability, and departmental resources, in general Olympia's staff liaisons are responsible for:

- Ensuring that meeting notifications and recordkeeping occurs consistent with applicable State laws.
- Serving as a communication link between the committee, City administration, departments, and the City Council, as appropriate.
- Providing professional guidance, issue analysis and recommendations.
- Assisting the committee with research, report preparation, and correspondence in keeping with the committee's Council-approved work plan and depending on their work load and time availability.
- Making sure the intent of the advisory committee is not lost after a decision, and that it is conveyed to the City Council in a timely manner.
- Assisting the advisory committee in staying on track and focused.
- Presenting advisory committee recommendations to the City Council, if requested to do so by either the committee or the City Council.
- Maintaining a positive working relationship with the Chair and committee members.

The liaisons are staff professionals with significant work responsibilities in addition to their committee liaison activities. In general, the liaisons are individuals who have significant staff responsibilities that relate to the same work area as the committee. The liaisons do not work "for" or "at the direction of" the committee. They are professionals who work with the committee to develop information and recommendations for Council consideration.

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The Olympia City Council's General Government Committee prepared this document.  
The most recent review and update was in 2005.