



# Meeting Minutes

## Planning Commission

City Hall  
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Olympia, WA 98501

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**Friday, September 8, 2017**

**12:00 PM**

**Room 224**

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### Planning Commission Finance Subcommittee

#### 1. CALL TO ORDER

The meeting was called to order at 12:00 p.m.

#### 1.A ROLL CALL

**Present:** 3 - Vice Chair Mike Auderer, Commissioner Paula Ehlers and  
Commissioner Carole Richmond

#### OTHERS PRESENT

Administrative Services  
Deputy Director Debbie Sullivan

Public Works  
Water Resources Director Andy Haub  
Engineering and Planning Supervisor Randy Wesselman  
Senior Planner Sophie Stimson

Parks Arts and Recreation  
Program Manager Stephanie Johnson  
Program and Planning Supervisor Laura Keehan  
Engineering Program Manager Kip Summers

Community Planning & Development  
Senior Planner Joyce Phillips

#### 2. APPROVAL OF AGENDA

The agenda was approved.

#### 3. PUBLIC COMMENT - None

#### 4. BUSINESS ITEMS

- 4.A [17-0876](#) Discussion of Committee member comments and questions regarding  
the 2018-2023 Preliminary Capital Facilities Plan (CFP)

**Discussion:**

Committee members asked staff what may be missing from the Capital Facilities Plan (CFP) and how it differs from last year's CFP.

**Transportation:**

Staff indicated the transportation chapter is more consolidated into fewer categories now and a Bike Improvements section has been added.

Staff noted sidewalk projects now include projects that have emerged as priorities based on public input.

A Transportation Master Planning process is underway, which is likely to result in changes to the transportation chapters of the CFP once it is completed and adopted by City Council in 2-3 years. The Transportation Master Plan will serve as a link between the Comprehensive Plan and the CFP for all modes of transportation.

The impact fee transportation projects are essentially the same as those from last year.

The numbers have been updated to reflect more current information.

Transportation projects that have been funded, but not yet built, are no longer shown in the draft CFP. This included work on Boulevard Road (construction beginning next week) and funding for the Transportation Master Plan, which is already underway.

The pavement management funding is less than staff would like it to be. Ideally it would have about seven million dollars per year for the next twenty years. The City uses least cost measures to help manage pavement condition and repairs costs.

One thing no longer in the CFP is a Traffic Calming Program, which is different than in years past.

**Utilities:**

Wastewater utilities are predictable and steady. Projects are consistent with last year, such as upgrading pumps, etc.

Drinking water is infrastructure intensive because it is a pressurized system. Work includes, as has been the focus over the past several years, the replacement of pumps and pipes, as well as addressing new state standards. Work is beginning to shift toward more maintenance overall.

Stormwater utility issues are becoming increasingly complex but the infrastructure is in good shape. Funding is becoming more difficult as state funding becomes more scarce. A key dynamic and challenge will be sea level rise. The City's current planning process to address sea level rise may impact the CFP next year, once a plan is adopted. A new stormwater master plan is being developed, which may also result in changes to the CFP next year.

The one-time General Facility Charges (GFCs) are a strong revenue currently because the economy is strong.

Water quality is exceptional.

**General Capital Facilities:**

Projects and project estimates are based on the City's Building Condition Assessment.

The assessment is being updated this year and the new assessment will inform next year's CFP. The biggest challenge is the age of the buildings. The revenue planned for

building repair is from the Cable Tax, which is part of the general fund and is therefore somewhat more discretionary than other funding sources, which are more dedicated funding sources.

**Parks:**

Parks projects in the CFP are based on the priorities that were in the 2016 Parks Plan. Percival Landing is a huge asset that must be worked on and funded incrementally. Projects to maintain it are generally derived from annual inspections. Bulkhead improvements a part of the larger project. Design and permitting is underway; construction will begin in 2018 after Harbor Days.

The City has interim improvements planned for City-owned property on the isthmus. In 2018 a master planning project for the isthmus will begin.

The City has purchased 339 of the 500 acres it plans to acquire. As acquisitions are made, there will be a shift to parks development, then parks maintenance.

**The discussion was completed.**

**5. ADJOURNMENT**

The meeting adjourned at 1:27 p.m.