



## Meeting Minutes - Draft

### PBIA Advisory Board

City Hall  
601 4th Avenue E  
Olympia WA 98501

Contact: Max DeJarnatt  
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**Wednesday, December 5, 2018**

**6:00 PM**

**Council Chambers**

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#### 1. CALL TO ORDER

Chair Ruse called the meeting to order at 6:05 p.m.

#### 1.A ROLL CALL

**Present:** 7 - Chair Danielle Ruse, Boardmember Jacob David, Boardmember Janis Dean, Boardmember Lyndsay Galariada, Boardmember David Rauh, Boardmember Nathan Rocker and Boardmember Jeremy Williamson

**Excused:** 1 - Vice Chair Jeffrey Barrett

**Absent:** 2 - Boardmember Mary Corso and Boardmember Jeffrey Trinin

#### OTHERS PRESENT

City of Olympia Community Planning and Development Staff:  
Downtown Programs Manager Amy Buckler  
Senior Program Assistant Max DeJarnatt

Council Liaison Lisa Parshley

The Bridge Music Project Executive Director Bobby Williams  
The Bridge Music Project Boardmember Matt Guile

#### 2. APPROVAL OF AGENDA

The agenda was approved.

#### 3. APPROVAL OF MINUTES

3.A [18-1049](#) Approval of October 3, 2018 PBIA Advisory Board Meeting Minutes

The minutes were approved.

3.B [18-1143](#) Approval of November 7, 2018 PBIA Advisory Board Meeting Minutes

The minutes were approved.

**4. PUBLIC COMMENT - None****5. ANNOUNCEMENTS**

Ms. Buckler made announcements.

**6. BUSINESS ITEMS****6.A** [18-1147](#) Bridge Music Project

Mr. Williams and Mr. Guile reported on the activities of The Bridge Music Project, which is an organization that promotes music for at-risk youth. The organization asked if the Board would sponsor their upcoming summer concert series. Seattle Seahawks K.J. Wright personally invited the youth to attend one of their games.

**The discussion was completed.**

**6.B** [18-1160](#) Faith Community & City of Olympia Tiny House Pilot Partnership

Ms. Buckler reported on the partnership between the City, the Faith Community and non-profit organizations to establish and manage the tiny house and transitional shelter facilities on public and private property. The City will provide funding and support for the one-year pilot program in 2019.

**The report was received.**

**6.C** [18-1148](#) Olympia Downtown Alliance Marketing Update

Mr. DeJarnatt handed out a memo from the Olympia Downtown Alliance regarding marketing updates. Strategy is the second section of the memo and the numbers are from their social media outreach.

**The discussion was completed.**

**6.D** [18-1166](#) Parking Strategy Update

Mr. DeJarnatt provided a condensed fact sheet for the Downtown Parking Strategy. The South Capitol Neighborhood felt the process was moving too fast, so the City decided it is not an appropriate time to increase fees.

**The information was received.**

**6.E** [18-1150](#) 2019 PBI Meeting Dates

All meeting dates for 2019 are scheduled for the first Wednesday of every month, except for the January 2, 2019 meeting which is rescheduled for January 9, 2019.

**The discussion was completed.**

**6.F**     [18-1146](#)     PBI Election Update

Chair Ruse has reached out to the community regarding possible members for the upcoming elections. There are five vacancies that need to be filled. Boardmember Hall and Boardmember Murillo have resigned; their positions require an election. For the three remaining positions PBI can appoint members.

**The discussion was completed.**

**6.G**     [18-1164](#)     Update on Upcoming PBI Assessments

Mr. DeJarnatt reported that the way we know there is a new business downtown is due to our Downtown Liaison Mark Rentfrow and the Downtown Ambassadors canvassing the area; but we don't know what businesses are on the upper-levels. The City used Department of Revenue data to determine physical addresses and determine what type of business they are. One-hundred and ninety businesses were added to the current list.

**The discussion was completed.**

**6.H**     [18-1165](#)     Quarterly Survey

Chair Ruse reported it's time to send out a survey. There are four surveys sent out every year and social media indicates additional surveys are welcome.

**The discussion was completed.**

**7.        REPORTS - None****8.        OTHER TOPICS**

Councilmember Parshley will report on the PBI at the next Council Meeting. Boardmember David asked about the downtown Airbnb rentals and how it affects the housing issue. Also, how are Airbnb's dealt with as a business since they are exempt from paying hotel taxes?

**8.A**     [18-1051](#)     Round Table Discussion

Boardmembers discussed upcoming ideas and questions for upcoming surveys. For instance, what are things that you would like to see PBI accomplish.

**The discussion was completed.**

**9.        ADJOURNMENT**

The meeting was adjourned at 8:19 p.m.

**Upcoming**

The next scheduled meeting is for January 9, 2019.

