



Meeting Minutes - Draft

PBIA Advisory Board

City Hall
601 4th Avenue E
Olympia WA 98501

Contact: Mark Rentfrow
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Thursday, February 11, 2016

6:00 PM

Council Chambers

1. CALL TO ORDER

Chair Corso called the meeting to order at 6:06 p.m.

1.A ROLL CALL

Present: 12 - Chair Mary Corso, Vice Chair Connie Phegley, Boardmember Nancy Grace Campbell, Boardmember Alana Carr, Boardmember Janis Dean, Boardmember Sheila Irish, Boardmember Bobbi Kerr, Boardmember Kim Murillo, Boardmember David Rauh, Boardmember Phil Rollins, Boardmember Jeffrey Trinin, and Boardmember Sunday Williams

Excused: 1 - Boardmember Ken Adney

OTHERS PRESENT

Councilmember Julie Hankins
Community Planning and Development Director Keith Stahley
Senior Program Specialist Mark Rentfrow

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

Approval of January 14, 2016 PBIA Meeting Minutes

Chair Corso indicated she would like Item 6.B to read: The motion passed with one opposition and was moved forward to Council for consideration.

The minutes were approved as amended.

4. PUBLIC COMMENT

Linda Terry and Tina Boardman were in attendance as they may be interested in becoming Boardmembers. Roger Horn spoke about a conference he attended called Strong Towns.

5. ANNOUNCEMENTS

Mr. Rentfrow presented an update on the mural project. They will be moving forward with a mural jury on Tuesday, February 16, 2016.

Boardmember Murrillo announced the Downtown Strategy public workshop will be on Saturday, February 20, 2016 at 9:30 a.m. at the Olympia Center. Chair Corso encouraged the Board to attend.

6. BUSINESS ITEMS

Funding of Interfaith Works Winter Warming Center

Mr. Rentfrow announced that the Interfaith Works Winter Warming Center proposal will be reviewed at the General Government meeting on February 24, 2016. Mr. Stahley reported that City Council approved \$10,000 from Council Funds to be provided to the Warming Center program through March 31, 2016.

The information was received.

7. REPORTS

Vice Chair Phegley presented a report on the Clean and Safe Committee:

A Downtown bar meeting was held at the Obsidian and the owners would like to see:

- Year round funded walking patrol.
- Additional late night public bathroom access.
- Human waste clean-up.
- Better illuminated alleyways.
- Monitored parking lots.
- Late night bus routes.
- Code of conduct to be supported by all night time businesses.

The Committee provided owners with brooms and dustpans.

Clean and Safe Committee discussed:

- Artesian Commons Park is looking into hiring a park ranger.
- Artesian Commons could potentially be the late night portable bathroom site.
- Proposing the City permanently fund the evening walking patrol.
- Clean Team is waiting for final funding to add additional staff hours so they can start at 7:00 a.m.
- Learning more from Staff about food truck permitting.

Chair Corso asked what the main theme of conduct was at the bar meeting? Boardmember Phelgley replied that they are working on a sign that says "Be Excellent To Each Other" that could be placed in the bars for patrons to see. Chair Corso suggested it be a city wide sign that all businesses post in their location.

Boardmember Dean presented a report on the Marketing Committee:

- Boardmember Murillo has agreed to be the Co-Chair.

- Banners are getting old and they will be creating new ones.
- Holding a stand-alone event this summer. Inquiries are being made to local businesses about participation.

Boardmember Williams presented a report on the Marketing Committee:

- Welcome Post Card to be mailed to new business owners in Downtown about PBI.
- Presented two different drafts of the notice and asked the Board for feedback.
- Ambassadors to do a follow up after the cards have been mailed.
- Letter about PBI to go out with yearly invoice.

8. OTHER TOPICS

Boardmember Murillo opened up a discussion about the PBI website:

- 130 people visited the site last month.
- Possibly hiring a webmaster.
- Possibly having a communications student volunteer from one of the local colleges assist with the website.
- Rate payers want more social media.
- Utilizing Facebook or Instagram.
- Funneling event info to Downtown Ambassadors.
- Mr. Rentfrow indicated he received an email from a business owner that the website is not good.
- The Communications Committee will have a meeting regarding the website.

There was a brief discussion about the evening walking patrol. This topic will be discussed further at the annual retreat on March 20, 2016.

Vice Chair Phegley indicated it would be helpful to have a staff member speak to the Committee about permitting of food trucks. Mr. Rentfrow indicated he would work on arranging that.

Chair Corso asked if Ms. Buckler could come speak to the Committee in April about the progress of the Downtown Strategy.

Chair Corso announced that the Girls Night Out event will be on Thursday, May 19, 2016.

Mr. Rentfrow indicated that the vacant Boardmember ballots will be mailed out after this meeting. Boardmember Rollins indicated he will not be re-running. Chair Corso indicated Boardmember Adney will not be re-running either. The Board thanked them both for their service.

9. ADJOURNMENT

The meeting was adjourned at 7:21 p.m.