



Meeting Minutes - Draft

General Government Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Wednesday, August 22, 2018

6:00 PM

Council Chambers

Special Meeting

1. CALL TO ORDER

Chair Bateman called the meeting to order at 6:00 p.m.

2. ROLL CALL

Present: 2 - Chair Jessica Bateman and Committee member Cheryl Selby

Excused: 1 - Committee member Renata Rollins

3. APPROVAL OF AGENDA

The agenda was approved.

4. PUBLIC COMMENT - None

5. APPROVAL OF MINUTES

- 5.A** [18-0809](#) Approval of June 21, 2018 General Government Committee Meeting Minutes

The minutes were approved.

6. COMMITTEE BUSINESS

- 6.A** [18-0788](#) Parking & Business Improvement Area (PBIA) Advisory Board Update

Parking & Business Improvement Area (PBIA) Board Chair Danielle Ruse shared updates regarding the Board. She noted the Board's Staff Liaison is now Max DeJarnatt and the addition of a new board member, Jeremy Williamson of Olympia Coffee Roasters. Beginning in October the regular meeting night will move to the first Wednesday of the month.

Ms. Ruse gave an overview of what the Board has funded through the year so far including; Ambassadors and clean team, flower baskets, Olympia Downtown Alliance marketing partnership, event sponsorships, spring downtown clean up, additional alley flushes and I love Olympia buttons.

Ms. Ruse discussed the ongoing work of the PBIA. The Board is developing welcome packets for new residents to downtown, focusing their art investment on new street pole banners, holiday lighting and twinkle fest, scoping changes to the PBIA Ordinance and bylaws and the 2019 budget recommendation.

Ms. Ruse shared budget concerns noting the 2019 budget will be \$100, 000 with approximately half allocated to the Downtown Ambassadors. She noted the Board will need to make some tough budget decisions regarding on how to allocate the remainder of the funds.

Committee members asked clarifying questions.

The report was received.

6.B [18-0711](#) Community Garden Update

Parks, Arts and Recreation Director Paul Simmons gave an update on the progress of a resolution in support of Community Gardens resolution that was passed in December 2017. The resolution came forward based on Sustainable South Sound's request to the City Council to support community gardens throughout Olympia.

Mr. Simmons noted before the resolution was passed the City developed a program where neighborhood associations could apply to create a community garden in a public right-of-way. From that program two community gardens were created. One at Yauger Park and one at Sunrise Park. The garden beds at the parks are usually full and are maintained by City of Olympia and through work parties.

Mr. Simmons and staff are working to identify how Sustainable South Sound and the City can work together to ensure community gardeners are successful. Staff are working to Putting together resources to help do that.

Mr. Simmons noted the City is looking to identify locations for gardens. One option being explored is Evergreen Park. Staff are in the process of identifying next steps. He noted the location would accommodate 8 - 10 garden beds to start and if successful it can grow. The park is surrounded by a densely populated area and has adequate sun.

Mr. Simmons also discussed looking at future property and planning efforts. In 2020 when the Parks Master Plan is refreshed the resolution will be folded into it for long range planning.

Committee members asked clarifying questions.

The information was received.

6.C [18-0804](#) Council Committee Assignments Update

City Manager Steve Hall discussed the intergovernmental assignments where individual Councilmembers are assigned to represent the Council and the City on approximately 17

intergovernmental committees. The assignments require various levels of time commitment and energy from the assigned Councilmembers.

Mr. Hall noted recently the staff support for each of the intergovernmental groups were asked several questions to ascertain the following related to each committee:

- Is it mandatory per interlocal agreement or statute (RCW, WAC, Ordinance etc.)?
- Does the committee consist of a lot of policy work that requires an elected official?
- Can the work related to the committee be completed by staff?

The following recommendations were made:

- Capitol Lake Future Process - expectation for elected officials to participate on executive work group.
- Economic Development Council (EDC) - elected official participation is not required, Mayor Selby will discuss with EDC's Director Michael Cade, but the suggestion to have participate for a year as a trial run.
- Liaison to Joint Base Lewis McChord- elected official participation is not required.
- Law & Justice Council - elected official participation is not required.
- Thurston County Solid Waste Advisory Committee - elected official participation is not required, however, there needs to be some clarification if staff can vote.
- Thurston Coordinating Council - elected official participation is not required, but it would be good to have someone at the table.
- Visitors and Convention Bureau - elected official participation is not required.
- Washington Center - elected official participation is not required.

Committee members asked clarifying questions.

The information was received.

6.D [18-0805](#) Advisory Committee Member Term Limits Update

Strategic Communications Director Kellie Purce Braseth shared an update on changes to Advisory Committee term updates.

Shared milestones of the process:

- On March 28, at their annual meeting with Advisory Committee Chairs and staff liaisons, the General Government Committee discussed proposing term limits.
- On April 22, the City Council approved the proposed term limits.
- On the September 11 agenda, the amended ordinance will move forward on consent so the changes to term limits are reflected.
- On November 1, the 2019 advisory board and commission recruitment opens.

She noted the transition steps include:

- Letter from the General Government Committee will be emailed to all advisory board and committee members informing them of the new term limits.

- A personal letter will be send to any board or commission members currently at the end of their term, thanking them for their service and reminding them that they can apply for any other board or commission during the regular recruitment period.

Committee members asked clarifying questions.

The information was received.

7. REPORTS AND UPDATES

8. ADJOURNMENT

The meeting adjourned at 7:37 p.m.