



Meeting Minutes - Draft

General Government Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Wednesday, March 23, 2016

4:30 PM

Council Chambers

1. ROLL CALL

Present: 3 - Chair Jeannine Roe, Committee member Jessica Bateman and Committee member Clark Gilman

2. CALL TO ORDER

Chair Roe called the meeting to order at 4:32 p.m.

3. APPROVAL OF MINUTES

3.A [16-0390](#) Approval of February 24, 2016 General Government Committee Meeting Minutes

The minutes were approved.

4. COMMITTEE BUSINESS

4.A [16-0411](#) Meeting with Advisory Committee/Commission Chairs

In addition to staff, Chairs or representatives were present from the following: Arts Commission, Bicycle and Pedestrian Advisory Committee, Heritage Commission, Parks and Recreation Advisory Committee, Planning Commission and Utility Advisory Committee.

Each Commission/Committee representative discussed highlights and challenges of the past year. Plans and projects for the upcoming year were also shared. General Government Committee members asked clarifying questions.

Chair Roe discussed getting more youth involvement in Commissions/Committees. After some discussion it was decided the topic of youth engagement will be added to an upcoming General Government Committee agenda to explore the issue further.

Chair Roe asked the group about training needs and noted they should send training requests to Strategic Communications Director Kellie Purce Braseth for tracking. She thanked everyone for their hard work and sharing Commission/Committee efforts with the General Government Committee.

The discussion was completed.

4.B [16-0402](#) Update on Welcome Center/ Downtown Ambassadors

Downtown Liaison Mark Rentfrow and Downtown Ambassador Program Manager Sharon Holley gave an update on the Downtown Welcome Center and Ambassador program.

Ms. Holley shared since it's opening nearly a year ago, the Welcome Center has received over 2,800 visitors. The visitors range from new residents, out of town visitors and longtime residents rediscovering downtown. She noted a two year lease was recently signed to continue operating at the current location.

Mr. Rentfrow discussed staffing and noted in the past year the program has expanded and now employs a Program Manager, two Downtown Ambassadors, three clean team members and has the help of approximately a dozen regular volunteers. Ms. Holley discussed future plans for the program to include partnerships with the Visitors and Convention Bureau as well as expanding Welcome Center hours.

Committee members asked clarifying questions and expressed appreciation for the hard work by the Ambassadors and volunteers.

The report was received.

4.C [16-0388](#) Community Development Block Grant (CDBG) Program Year 2015
Action Plan Amendment and Program Year 2016 Action Plan

Program Manager Anna Schlecht gave background on the Community Development Block Grant (CDBG). She shared that the General Government Committee reviewed the initial Program Year 2016 Action Plan at the October 2015 meeting, where staff were directed to develop projects to address some of the City's strategies. During development, it was determined that some project opportunities may be funded with Program Year 2015 funding, that must be expended by June 30, 2016.

Ms. Schlecht discussed potential amendments and recommendations to the Program Year 2015 Action Plan that would reallocate additional funding to currently funded CDBG activities. These included, additional repayments of the City's Section 108 Loan; Crime Prevention Through Environmental Design (CPTED) program; property acquisition; purchase of equipment; or services and feasibility studies.

Committee members asked clarifying questions.

The Committee agreed to move forward with the public process to amend the Program Year 2015 Action Plan, which includes a public hearing and an open comment period of 30 days.

5. ADJOURNMENT

The meeting adjourned at 6:42 p.m.