



Meeting Minutes

Planning Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

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Monday, August 4, 2014

6:30 PM

Room 207

1. CALL TO ORDER

Chair Brown called the meeting to order at 6:34 p.m.

1.A ROLL CALL

Present: 7 - Chair Max Brown, Vice Chair Kim Andresen, Commissioner Jessica Bateman, Commissioner Roger Horn, Commissioner Judy Bardin, Commissioner Jerome Parker, and Commissioner Carole Richmond

Excused: 2 - Commissioner Missy Watts, and Commissioner Darrell Hoppe

OTHERS PRESENT

Community Planning and Development Associate Planner Amy Buckler
Administrative Services Director Jane Kirkemo
Olympia School District Assistant Superintendent Jennifer Priddy

2. APPROVAL OF AGENDA

The Commission agreed to postpone the last two agenda items, #14-0755 and #14-0756, until the next meeting on August 18, 2014.

The agenda was approved with the postponement of two items.

3. APPROVAL OF MINUTES

[14-0754](#) Approval of July 21, 2014 Planning Commission Meeting Minutes

The minutes were approved as amended.

4. PUBLIC COMMENT

Washington Coalition for Open Government board member David Seago presented a Key award to Commissioner Bardin in recognition of her role in assuring access and accountability from the Planning Commission as a public agency. He commended the Commission for allowing the presentation to happen during their meeting.

Heritage Commissioner Rachel Newmann of 2005 Water Street spoke about the open government training now mandated for City officials. She is proud to be serving on the Heritage Commission and supports the commitment to open government.

Michelle Morris of 2217 60th Lane thanked Commissioner Bardin and Commissioners for their hard work.

Judy Graham of 189 S. Kelthahn spoke about the important role the Commissioners play. She discussed risk communications and the process of regaining public trust. She expressed appreciation for the actions of Commissioner Bardin in promoting accountability.

Walt Jorgenson shared congratulatory remarks made to him in a phone conversation with Senator Karen Fraser to Commissioner Bardin for receiving the award and to the Planning Commission for hosting the presentation.

Calvin Johnson of 317 17th Ave. SE spoke about the positive history of Olympia officials and their efforts to include comments and concerns expressed by the public. He thanked the Commission for its commitment to receiving public input.

Roger Polzin of 804 Foote St. NW commended Commission Bardin for her efforts in creating a more open government process. He expressed concern that record deviations are not being recorded, and would like a more user-friendly public record request process.

Bob Jacobs of 720 Governor Stevens Ave. SE spoke about the danger of losing the public's confidence. He believes the people who were responsible for the staff role in recent events should apologize and this apology is necessary for movement forward to occur and for business to proceed.

Commissioner Bardin thanked the coalition for the award and the Commission for allowing meeting time for the presentation. She shared suggestions and concerns from a prepared statement.

Commissioner Parker spoke of his concern about the award and believes the recognition of Commissioner Bardin is inappropriate and unfortunate. He stressed that the facts had been distorted and the nature of the meetings misrepresented.

5. ANNOUNCEMENTS

Ms. Buckler updated the Commissioners per their recent request for information on building permits and construction projects around town. She described increases in single and multifamily construction, businesses that are making tenant improvements, progress on the Walker John and Thurston Bank projects, issuance of a certificate of occupancy for the Oyster House, and appeals including the Tanasse project. She will include updates at all future meetings and email the Commissioners the lists.

6. INFORMATION REQUESTS

Commissioner Richmond asked why food trucks are not concentrated in one area.

She has noticed seagulls on State Street where garbage is concentrating around the food trucks.

Ms. Buckler explained the process for permitting food trucks and suggested Public Works be notified if garbage is becoming a problem.

7. BUSINESS ITEMS

[14-0738](#) Briefing and PUBLIC HEARING on the Preliminary Capital Facilities Plan (CFP) 2015-2020

Ms. Kirkemo gave a briefing on the Preliminary Capital Facilities Plan (CFP). She discussed the financial impact and described costs of the 2015-2020 CFP totaling \$142.5 million. She gave an overview of the 2015 budget of \$21.7 million. She discussed partnership programs which include: JBLM work on the Isthmus properties, neighborhood parks and pathways, park plan update, state and federal grants for utilities, the PSE streetlight conversion and Intercity Transit smart corridors.

Ms. Priddy outlined the Olympia School District (OSD) CFP and discussed the financial and projected growth issues affecting the OSD.

Chair Brown opened public comment at 8:18 p.m.

Bob Jacobs of 720 Governor Stevens Ave. SE commented on parks utilities tax money being misused for operating funds when it was designated for new capital facilities. He discussed the hidden aspects of the budget which disguise underfunding and give the illusion of a balanced budget. He used the example of California when revenue was stopped with proposition 13 in 1978 undermining California's educational system. He emphasized the critical issue of taxing ourselves at a high enough level to maintain parks and other critical systems. He pointed out salaries for City employees have risen while state salaries have remained static, creating a disproportionate and unfair tax burden on citizens making less than City employees.

Discussion:

- What are the hidden components.
- How much authority and what is the role of the Planning Commission regarding budget considerations.
- The Council has asked the Planning Commission to look at revenue sources.
- The Comprehensive Plan is a general values statement and the CFP should specifically address how to implement those values.

Public comment was closed at 8:38 p.m.

The public hearing was held and closed with written comment submission extended until August 15, 2014 at 5:00 p.m..

[14-0757](#) Discussion and Possible Recommendation Regarding the Utility Tax

on Cable

Ms. Kirkemo reviewed the details of how the Preliminary CFP will apply the utility tax to cable TV. She estimated how much money will be generated by the utility tax. She outlined the City's responsibility for maintaining the Family Support Center and Hands On Children's Museum buildings.

Commissioner Horn discussed the chronic problems of underfunding City buildings, parks and streets maintenance. He emphasized the three year history of the Planning Commission advising Council to address this serious problem in a sustainable way.

Discussion:

- Designating where the money will go.
- Finance subcommittee will recommend the designation for maintenance.
- A new Council could change the designation.
- Request for an itemized list of buildings with maintenance requirements.
- Short term solution based on revenue stream declining with less television usage.

Commissioner Horn moved, seconded by Commissioner Bardin, to support Council's Finance Committee recommendation to go forward with the utility tax on cable, which would be used for maintenance of either buildings or parks. The motion carried by the following vote:

Aye: 5 - Commissioner Bateman, Commissioner Horn, Commissioner Bardin, Commissioner Parker and Commissioner Richmond

Excused: 2 - Commissioner Watts and Commissioner Hoppe

Abstained: 2 - Chair Brown and Vice Chair Andresen

[14-0755](#) Update on the Planning Commission's 2014-2015 Work Plan

The report was postponed.

[14-0756](#) Continued Debrief of OPC Annual Retreat and Next Steps

The work session was postponed.

8. REPORTS

Leadership Team:

Chair Brown reported the leadership team is working on setting agendas and neighborhood proposals. They are discussing how to engage the neighborhoods and the community at large about code changes, as there is misinformation and misunderstanding regarding specifics of the Comprehensive Plan.

Finance Subcommittee:

Commissioner Horn discussed the receipt of questions from Commissioners. He requested more be submitted from utilities and parks. The next meeting is August 8, 2014.

Commissioner Bardin invited Commissioners to attend an award celebration on August 7, 2014.

Commissioner Horn discussed his concern about the Eastside neighborhood Next Door website which has inaccurate information about urban corridors. He asked for guidance on the role of Commissioners in their own neighborhood to address misunderstanding and gossip.

Commissioner Parker commented on a similar experience when viewing the Westside Next Door site.

Ms. Buckler advised Commissioners to direct the public to City webpages which contain accurate information and advised it is always appropriate for Commissioners to engage and educate the public on issues they are knowledgeable about. When possible and appropriate, she encouraged Commissioners to use their City email accounts leaving a paper trail so conversations can be verified.

9. ADJOURNMENT

The meeting adjourned at 9:33 p.m.