

**City of Olympia, WA
General Government Committee Minutes
Excerpts Regarding Planning Commission Membership**

**April 17, 2012 General Government Committee Meeting
Planning Commission Membership**

Present: Councilmembers Roe, Rogers, Cooper

Chair Roe said she attended the Planning Commission retreat the prior Saturday. She reported that the retreat was very productive, commission members seemed to work well with each other, and that the facilitator did an excellent job. She suggested the facilitator, Kendra Dahlen, as a possible facilitator for the Council's annual retreat.

Chair Roe said that because the commission has already had its retreat and set expectations for the year, she would prefer not to change the composition of the commission at this time. She said she supports reducing the commission size from 11 to 9 members, and suggested that the change take place this year.

Councilmember Rogers said that her preference is to add at least one and possibly two members to the committee this year that bring a business perspective to the commission. She said that a change in number of members could take place next year. She suggested appointing former members Muller and Wolf for one year.

Councilmember Cooper moved to change the Planning Commission ordinance from 11 to 9 members this year; seconded by Chair Roe. The motion passed 2-1, with Councilmember Rogers voting "no."

Ms. Butler said that, per Council Guidelines, the Planning Commission Ordinance change would be scheduled for a future Council meeting "Other Business" agenda item. Only unanimous committee recommendations may be scheduled for Consent Calendar action.

**March 27, 2012
General Government Committee Interview of Planning Commission Applicants**

Present: Councilmembers Roe, Rogers, Langer

Cathie Butler, Communications Manager, distributed a list of proposed interview questions and information about expectations for committee/commission members that was developed by a prior General Government Committee. Committee members finalized their interview questions.

The Committee reviewed applications and interviewed 13 applicants for 9 open positions. They discussed potential appointments and Commission membership.

Councilmember Langer pointed out that a 9-member Commission may be a more appropriate size than 11 members; and given the number of openings, this year may be an opportunity to take a look at the size.

Councilmember Rogers suggested that the best course may be to reopen applications with outreach to some specific groups such as the Economic Development Council and the West Olympia Business Association. She expressed interest in appointing individuals to the Commission with a diversity of backgrounds and perspectives on community issues.

Councilmember Roe said that both suggestions have merit and that she would like the opportunity to hear from other Councilmembers about these options.

Due to the lateness of the hour, committee members agreed to continue the special meeting until later in the week, at which time they would finalize appointment recommendations. Chair Roe asked staff to check with Committee members on a potential date and to give appropriate public notice.

At 9:05 p.m., Chair Roe continued the March 27, 2012 meeting until later in the week.

Friday, March 30, 2012 Continued Special Meeting – Planning Commission Appointments

Present: Councilmembers Roe, Rogers, Langer

At 4:00 p.m. on Friday, March 30, the Committee reconvened for the continued special meeting to finalize Planning Commission appointment recommendations.

The same Committee members were present as at the March 26 special meeting.

Ms. Butler noted that the Council's agenda for the week, which is posted on the City's website, was amended to include notice about the continued special meeting. Notification of the continued meeting was given to the Committee and to news media of record, and the continued meeting date was published on the City's website online meeting calendar.

Following discussion, the Committee agreed to recommend the following individuals for appointment to the terms listed:

- Judith Bardin – new appointment to a 3 year term ending March 31, 2015
- Roger Horn – reappointment to a 3 year term ending March 31, 2015
- Paul Ingman – reappointment to a 3 year term ending March 31, 2015
- Agnieszka Kiswa – new appointment to a 2 year term ending March 31, 2014
- Jerry Parker – new appointment to a 2 year term ending March 31, 2014
- Larry Leveen – reappointment to a 1 year term ending March 31, 2013
- Amy Tousley – reappointment to a 1 year term ending March 31, 2013

Councilmember Rogers advocated for recommending current members seeking reappointment who were not on the list given the time they had devoted to the Planning Commission and to provide diversity of perspectives.

Councilmember Langer suggested, as he had on Tuesday, that a 9-member group may be a more appropriate size. He commented that 7- to 9-member boards are usually considered the optimum size.

Committee members agreed to keep two positions open at this time to give an opportunity for the General Government Committee and the Council to consider the options, including:

- a change in Commission size from 11 to 9 members
- reopening the application process, with outreach to specific groups
- appointment of other individuals on the application list

Committee members agreed that Chair Roe should call all of the current members seeking reappointment about the recommendations so that they would hear the information directly from a Councilmember. Ms. Butler agreed to contact the other applicants who were not current members.

Chair Roe adjourned the meeting at 8:30 p.m.