



Meeting Minutes

PBIA Advisory Board

City Hall
601 4th Avenue E
Olympia WA 98501

Contact: Amy Buckler
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Thursday, June 8, 2017

6:00 PM

Council Chambers

1. CALL TO ORDER

Chair Corso called the meeting to order at 6:01 p.m.

.A ROLL CALL

Present: 7 - Chair Mary Corso, Boardmember Jacob David, Boardmember Janis Dean, Boardmember Sheila Irish, Boardmember Bobbi Kerr, Boardmember David Rauh and Boardmember Nathan Rocker

Excused: 2 - Vice Chair Justin McIntyre and Boardmember Alana Carr

Absent: 3 - Boardmember Audrey Henley, Boardmember Kim Murillo and Boardmember Jeffrey Trinin

OTHERS PRESENT

Councilmember Jeannine Roe
Community Planning and Development Staff:
Director Keith Stahley
Downtown Liaison Mark Rentfrow
Office Specialist/Minutes Recorder Stacey Rodell
Downtown Ambassador Katherine
Olympia Police Department:
Officer Bryan Wylie

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

3.A [17-0514](#) Approval of April 13, 2017 PBIA Advisory Board Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT - None

5. ANNOUNCEMENTS

Mr. Rentfrow handed out information regarding an upcoming workshop called *TuneUp*

Your Business. This workshop offers a supportive environment where business owners can build essential management skills that are difficult to acquire while immersed in day-to-day activities. There will be eight sessions from June 28, 2017 - July 21, 2017 on Wednesdays and Fridays from 8:00 a.m. to 9:30 a.m. at the Olympia Center.

Mr. Rentfrow handed out information regarding an upcoming community meeting about sea level response planning on June 27, 2017 from 6:30 p.m. to 8:30 p.m. at the Olympia Center.

6. BUSINESS ITEMS

6.A [17-0628](#) Update from Downtown Law Enforcement

Officer Wylie provided an update regarding Downtown law enforcement. He discussed the following:

- Nighttime walking patrol of two officers will start the first week in July and will be active Wednesday through Saturday nights until 3:00 a.m.
- Lakefair
- Equality March for unity & pride In Olympia on Saturday June 10, 2017
- Wake up patrol

The information was received.

7. REPORTS

Ambassador/Clean Team

Ambassador Katherine provided Welcome Center/Ambassador and Clean Team work statistics through 5/1/2017.

Marketing

Boardmember Dean reported on the following:

- 4th quarter business items
- Adding additional media for advertising PBIA
- Flower baskets have been installed
- Flower basket watering plan for next year
- Collaborative meeting regarding Lakefair
 - Participation in the parade
 - Geoteaming - an application for smartphones to get people from Lakefair into the local businesses
 - Signage
 - Purchase of parking tokens to be handed out during Lakefair to promote the return to Downtown. Mr. Rentfrow will follow up with Parking Services on the purchase of tokens.

Boardmember Dean moved, seconded by Boardmember Kerr to spend \$500.00 of marketing funds to purchase parking tokens to be handed out during Lakefair

to attendees to encourage return trips to Downtown. The motion unanimously passed.

Chair Corso reported on a recent article published in the Thurston Talks - *Twenty-Five Things To Do In Olympia*.

Clean and Safe Committee

Boardmember Rocker and Mr. Rentfrow reported the following:

- Nuisance crimes
- Cigarette collectors have been vandalized and have been given to Always Safe and Lock to repair.

Councilmember Roe inquired about a possible ban of smoking in parks. Mr. Rentfrow and Mr. Stahley provided details about this inquiry.

Boardmember David reported on the following at the Artesian Commons Park

- Ranger and Well Host full time positions have begun
- Bridge program events
- Eight skateboard events
- June 28, 2017 electronic music festival
- Plants and flowers have been installed

8. OTHER TOPICS

Mr. Rentfrow provided information regarding an upcoming training called *Jurassic Parliament*. This training is for Council, Boards and Commission Chairs and Vice Chairs and involves procedures on how to have an effective meeting. This training will be held on June 26, 2017 in City Hall Council Chamber from 5:30 p.m. and 8:00 p.m.

Chair Corso provided information regarding an upcoming joint meeting with the PBIA Board and the Olympia Downtown Association (ODA) to work on collaboration on business tasks.

Mr. Stahley announced an upcoming neighborhood meeting on June 14, 2017 regarding a proposed project called the Avalon Building in the former Griswold's building.

Mr. Stahley reported on Community Development Block Grant (CDBG) upcoming public hearing.

Mr. Stahley reported on the recent Home Fund survey results.

Boardmember Ruse reported on upcoming interrupted service of Behavioral Health Organizations.

Mr. Rentfrow announced that the Parking Strategy Open House will be held

immediately after July 13, 2017 PBIA meeting.

Mr. Rentfrow provided an update on the trash compactors.

Mr. Stahley reported on a \$75,000 budget for the Crime Prevention Through Environmental Design (CPTED) available to businesses downtown through the CDBG program.

Mr. Rentfrow announced the recent opening of the restroom at Percival Landing.

Mr. Stahley announced the Portland Loo restroom is currently being installed at the Artesian Commons Park.

9. ADJOURNMENT

The meeting adjourned at 7:17 p.m.