



Meeting Minutes - Draft

Planning Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Stacey Ray
360.753.8046

Monday, February 4, 2019

6:30 PM

Room 207

1. CALL TO ORDER

Chair Cunningham called the meeting to order at 6:33 p.m.

1.A ROLL CALL

Present: 8 - Commissioner Rad Cunningham, Commissioner Tammy Adams, Vice Chair Kento Azegami, Commissioner Joel Baxter, Commissioner Travis Burns, Commissioner Paula Ehlers, Commissioner Candi Millar and Chair Carole Richmond

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

The January 7, 2019 meeting minutes will be reviewed for approval at the March 4, 2019 meeting.

4. PUBLIC COMMENT

None.

5. STAFF ANNOUNCEMENTS

Ms. Ray made announcements.

6. BUSINESS ITEMS

[19-0105](#) Preliminary 2019-2020 Planning Commission Work Plan

Ms. Ray handed out the 2019 Planning Projects, 2019 CPD Planning Special Projects, 2019 Programming Staffing Levels and proposal form for discussion.

Chair Cunningham moved, seconded by Commissioner Ehlers to approve the 2019 Work Plan as amended and encompassing additions as identified by Commissioners. The motion was passed unanimously.

[19-0112](#) Planning Commission Candidate Screening Process

Ms. Ray facilitated discussion on the interview process and handed out a copy of the Boards & Commissions Application Evaluation Matrix generated by the General Government Committee.

Commissioner Azegami moved, seconded by Commissioner Baxter to approve the process for reviewing and making recommendations to the General Government Committee on applicants to be interviewed for the vacant Planning Commission position. The motion was passed unanimously.

7. REPORTS

Commissioners reported on outside meetings attended.

8. OTHER TOPICS

Chair Cunningham nominated Commissioner Richmond for Chair, Commissioner Azegami for Vice-Chair and himself as the Finance Committee Chair.

Chair Cunningham moved and seconded by Commissioner Millar to nominate the following new officers: Commissioner Richmond for Chair, Commissioner Azegami for Vice-Chair and Commissioner Cunningham for Finance Chair. The motion passed unanimously.

9. ADJOURNMENT

The meeting adjourned at 9:02 p.m.

Upcoming Meetings

The next meeting is scheduled for March 4, 2019.