



Meeting Minutes

PBIA Advisory Board

City Hall
601 4th Avenue E
Olympia WA 98501

Contact: Amy Buckler
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Friday, August 25, 2017

2:30 PM

Room 112

Special Meeting of the Clean & Safe Committee

1. CALL TO ORDER

Chair Corso called the meeting to order at 2:30 p.m.

1.A ROLL CALL

Present: 4 - Boardmember Alana Carr, Boardmember Jacob David, Boardmember David Rauh and Boardmember Nathan Rucker

OTHERS PRESENT

City Staff
Staff Liaison and Senior Planner Amy Buckler
Downtown Liaison Mark Rentfrow

2. APPROVAL OF AGENDA

The agenda was approved.

3. PUBLIC COMMENT

Connie. Phegley presented past PBIA budget surveys as a means of informing the direction of the Committee and the budget (walking patrol, bathrooms, graffiti abatement, pressure washing, butt collectors). She mentioned the popularity of the Ambassador Program and advocated for their inclusion into City government.

4. BUSINESS ITEMS

4.A [17-0884](#) Strategic Planning Exercise

Ms. Buckler intends to help organize the Committee's goals into manageable outcomes based on what is appropriate for the Committee, and to help ratepayers understand what the Committee does and why. The Committee will formulate goals for the Work Plan that serves as a communication tool for ratepayers.

Ms. Buckler walked the group through the basics of a "So that" exercise which identifies appropriate roles and responsibilities for the Clean and Safe Committee. The topics center on projects and services that PBIA's Clean and Safe Program engage and how

those services contribute to the PBIA mission.

Topics/questions included:

- What is the role of the Clean and Safe Committee - what do you do?
- Why is what you do important?
- Who is (Clean and Safe) important to?

The exercise was undertaken to provide clarity to City staff and elected officials who oversee the operations of the PBIA.

Ms. Buckler explained how the PBIA Work Plan influences funding decisions and the direction of the Board's actions.

The exercise was completed.

5. ADJOURNMENT

The meeting adjourned at 3:30 p.m.