



Meeting Minutes

Planning Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Stacey Ray
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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 Carole Richmond, Commissioner Tammy Adams, Commissioner Kento Azegami, Commissioner Travis Burns, Chair Rad Cunningham, Commissioner Joel Baxter, Commissioner Paula Ehlers and Commissioner Candi Millar

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES - None

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 2019 planning projects, 2019 CP& D Planning special projects, 2019 programming staffing levels and proposal form for discussion.

Chair Cunningham moved, seconded by Commissioner Ehlers, to recommend approval to the City Council of 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 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, seconded by Commissioner Millar, to appoint 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.