



# Meeting Minutes

## General Government Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501  
Information: 360.753.8244

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**Tuesday, February 26, 2019**

**4:30 PM**

**Room 207**

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### Special Meeting

#### 1. CALL TO ORDER

Acting Chair Gilman called the meeting to order at 5:30 p.m.

#### 2. ROLL CALL

**Present:** 2 - Committee member Clark Gilman and Committee member Cheryl Selby

**Excused:** 1 - Chair Renata Rollins

#### 3. APPROVAL OF AGENDA

The agenda was approved.

#### 4. PUBLIC COMMENT - None

#### 5. APPROVAL OF MINUTES

- 5.A [19-0147](#) Approval of January 23, 2019 General Government Committee Meeting Minutes

The minutes were approved.

#### 6. COMMITTEE BUSINESS

- 6.A [19-0161](#) Discussion with Heritage Commission Representatives about a Potential Study Session with City Council

City Manager Steve Hall gave an overview of feedback from the Heritage Commission regarding expanding the use of their skills to assist the City Council in decisions related to historic properties.

Heritage Commission Chair Kat Kelly proposed holding a training for Councilmembers regarding regulations that apply to City actions. Committee Members asked clarifying questions. They requested the Commission provide the Committee with an example of a City whose Heritage Commission reflects the relationship they are seeking with the Olympia City Council.

Ms. Davies requested a proclamation on the City Council agenda recognizing May as Heritage month.

Committee members discussed receiving a more in-depth presentation from the Heritage Commission at the General Government Committee as primer on historic registries; how cultural heritage concerns relate to land use decisions; an overview of their review of historic districts and homes; and a specific example of how other cities utilize the skills of their heritage commissions.

**The discussion was completed.**

**6.B**      [19-0150](#)      Continued Discussion of Options for 2019 Community Development Block Grant (CDBG) Annual Action Plan and Public Process

Home Fund Program Manager Cary Retlin noted the City has not received notification from the Department of Housing and Urban Development (HUD) regarding the City's allocation of Community Development Block Grant (CDBG) funds. He reviewed the Program Year 2018 CDBG allocations and staff recommendations for Program Year 2019. Committee members asked clarifying questions.

Acting Chair Gilman discussed the possibility of using CDBG funding for alley lighting for downtown parking to promote safety.

The Committee discussed the process of allocating CDBG funding using either a direct select or a Request for Proposal (RFP) process. Community Planning and Development Director Keith Stahley discussed the challenges of using an RFP process in the past. Acting Chair Gilman requested robust communications to keep the community engaged on timelines. Committee members chose to use a direct select process as opposed to an RFP process to determine the allocation of CDBG funding.

**The discussion was completed.**

**6.C**      [19-0154](#)      Preparation for Annual Meeting with Advisory Committee Chairs

Strategic Communications Director Kellie Purce Braseth discussed potential topics for the upcoming meeting of the Advisory Committee chairs. Ms. Braseth noted at the recent City Council retreat, it was proposed Advisory Committees will no longer have a single Councilmember assigned as their liaison; instead they will now be assigned to a Council committee. She suggested the topic be scheduled for a future General Government Committee to discuss process.

Ms. Braseth reviewed the advisory board interview schedule and the interview questions used last year.

**The discussion was completed.**

**7.      REPORTS AND UPDATES**

Acting Chair Gilman noted he would like the General Government Committee work plan

posted on the City website.

**8. ADJOURNMENT**

The meeting adjourned at 6:03 p.m.