

JUNE 1, 2021
OMAK PLANNING COMMISSION
MEETING MINUTES

Call To Order

Chairwoman Okland called the meeting of the Omak Planning Commission to order at 5:32 PM, and a quorum was established.

Commissioners & Staff Present

Sheila Harrison	Kurt Danison, Contract Planner
Stacey Okland	Tyler Wells, Building Official - Absent
Erin Mundinger	Amanda Dickinson, Deputy Clerk
Barry Hansen	
Anne Potter	
Jack Schneider	

Approval of Minutes

In review of the May 4, 2021 minutes, Commissioner Harrison noted that within the Public Hearing section, member should be changed to Commissioner. A motion was made by Commissioner Mundinger, seconded by Commissioner Schneider to approve the minutes as corrected, motion carried.

Discussion

Capital Facilities Plan – Contract Planner, Kurt Danison presented sections of the Capital Facilities Plan to the group, noting the importance of the plan, along with the Comprehensive Plan, in working towards future projects. Mr. Danison spoke of the different avenues of funding for projects, such as tax revenue, and legislature funding for high priority projects. He also noted the steps taken by the City to project the budget, and prioritize and rate projects. Commissioner Schneider asked Mr. Danison for an explanation on the rating/ranking process for projects. Mr. Danison showed the group the Matrix found in section 3, figure 3.1 of the Capital Facilities Plan, which breaks down the method used. The Commission spoke of the process for the 2021 budget, with Mr. Danison noting that due to the Pandemic, they were not able to meet as a large group, therefore the process was completed by the Mayor, City Administrator, Contract Planner and Department Heads. Mr. Danison reiterated the importance of remembering that this is an ever fluid situation and the City can be faced with unplanned or emergent projects as well.

Public Utilities Element of the Comprehensive Plan – Mr. Danison also presented the Public Utilities Element, which is one element in the Comprehensive Plan. This element was adopted in 2013 and is in need of updates to match the current Capital Facilities Plan, with changes made to the water system, among others. Mr. Danison noted the importance of this plan in relation to engineers utilizing the information when planning projects, studying the land use, future population and so forth. Mr. Danison suggested to the Commission that he make the needed updates to the element in a draft for review in future meetings. Commissioner Hansen stated that he is in agreement with Mr. Danison working on the updates.

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Other Business

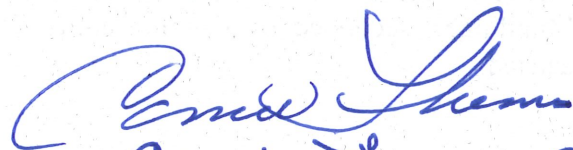
City Update – Kurt Danison – Mr. Danison stated that an inquiry had been made by a non-profit organization to purchase a building in the Central Business District to be used for a homeless shelter. In review of the City code, there is no mention of this kind of facility, therefore at this time, this would likely not be approved.

Other Business cont

The commission discussed and agreed to not meet in July or August. Mr. Danison will work on the updates to the Public Utilities Element, and the Commission will meet again on September 7, 2021.



Stacey Oakland, Chair


Carrie Thomas, City Clerk

Amanda Dickinson, Secretary