

Riverton Heights Project

Steering Group Meeting #1

MINUTES

Wed. June 23, 6:00 – 8:00

SeaTac City Hall

4800 South 188th Street

Attendees: Jon Ancell, Laurie Bohm, Dean Brinton, Paul Cooke, Claudia Dickenson, Don Docherty, William Dyrness, Pam Fernald, Rick Forschler, Fred Geraldson, Mia Gregerson, Abdulhakim Hashi, Eric Helland, Loren Sisley, Ruth Solero, Marius Tamayo, Abner Thomas, Darleene Thompson, Joe Van and Brent Weaver.

Pomegranate Center Facilitators:

Milenko Matanovic

Bree Delgadillo

Agenda:

Agreed-upon actions items appear in bold font

6:05 Welcome & Introductions- **Terry Anderson, Mayor** welcomed everyone, introduced the inception of this project and expressed her enthusiasm for a project that engages community input. She then invited everyone to introduce themselves. Each person stated their name and connection to the project. She introduced Pomegranate Center as facilitators of the community-based planning.

6:15 Milenko introduced Pomegranate Center's Ground Rules. Each steering group member agreed to practice the ground rules during their participation in this project.

- Commit to finding common solutions
- Everyone participates
- Listen and talk
- Seek the highest good for the entire community
- Maintain positive atmosphere: respect, balance, no accusations, no blaming
- Propose something better
- Be willing to hear new information and change your mind
- Look for solutions with multiple victories

6:30 Project goals, schedule and roles- **Milenko Matanovic, Pomegranate Center** reviewed the agenda for the meeting. He introduced the goals for this project and this meeting as:

Project Goal: Identify how the Riverton Heights Property can best serve the community; develop a community-owned conceptual plan

Steering Group Meeting #1 Goal: Refine project context setting, develop project criteria, identify individuals to be personally invited to attend community meetings, and prepare for Community Meeting # 1

Milenko then explained that each steering group member fills a unique role. It is the responsibility of each stakeholder to report back to their respective agencies on the progress of the project as well as provide guidance to the project as to what is feasible according to their agency's interests/concerns. The following roles were identified at this first steering meeting:

- Community Members – both neighbors of the site and members of the larger community
- Steering Group members
- City staff members
- Council members
- Pomegranate Center
- Other?

Additionally, several steering group members expressed a desire to see the following groups represented during the process:

- Port of Seattle
- Youth

Review of Steering Group responsibilities **Milenko Matanovic** reviewed each of the steering group responsibilities and the group agreed to fulfill them:

- Attend four Steering Group meetings
- Participate, if needed, in ad-hoc meetings
- Identify those who are not part of the process but should be
- Act as a conduit for information to and from stakeholder groups
- Report back to the steering group on communication with stakeholders
- Personally invite community residents to community meetings
- Provide timely and constructive feedback and help evaluate pros and cons of different proposals
- Represent the highest interests of the entire community
- Commit to working with the basic ground rules
- Serve as an advocate for the project

All Steering Group members agreed to this work.

6:45 Project schedule overview- **Milenko Matanovic, Pomegranate Center** reviewed the timeline for this project. He highlighted that in order for this process to result in a vision that is owned by the community the work must build on itself, be decisive and clear. See appendix A for a chart of the timeline. The role of the steering group is to provide structure for the community meetings by clarifying the context and removing any possible obstacles for receiving creative input. Pomegranate Center will then sift through this input and help translate it into design concepts. In collaboration with the Steering Group, Pomegranate Center will develop a report to be used to seek funding and support to realize the community's vision.

7:00 Context Setting- **Milenko, Soraya Lowry and Jeff Robinson of the City** began the context setting for this project by highlighting the following about the Sunset Park site:

- Site Background
- Current and Potential Uses
- Access and Connections
- Project Funding
- Project Parameters

The steering group then had a discussion about information that was missing from this context setting. Many agreed that answering questions about potential use of the site for a future fire station and of a nearby Port-owned property would be necessary for the community meeting. **Soraya will work with Pomegranate Center to include in Context Setting for Community Meeting #1.**

As a final piece to the context setting Milenko showed a few power point slides which highlight some of Pomegranate Center's projects.

- 7:30 Define preliminary project criteria and guiding principles. **Milenko Matanovic** led the group through a flip chart exercise to identify initial project criteria to help guide the community's input. The following criteria were developed:
- Fits or is relevant to surrounding neighborhood (architectural continuity)
 - Consider all uses: business, jobs, homes, public amenities
 - Consider existing road capacity (consider demand of additional road infrastructure)
 - Consider uses for families and children
 - Be mindful of consequences (immediate to long term)
 - Serve all citizens

Because time ran short an ad hoc group agreed to form to continue developing this list of criteria. **The rest of the steering group would review this list via email for approval before the first community meeting. Ad hoc group consists of: Brent Weaver, Eric Helland, Mia Gregerson, and Claudia Dickinson.**

- 7:50 Prepare for Community Meeting #1, July 7 **Milenko Matanovic** led a discussion about how to best prepare for community meetings:

Community Meeting #1 Goal: to provide project background and identify initial ideas for site.

- Outreach strategies – Soraya will coordinate the following outreach strategies and event logistics:
 - Flyer – SG approved and will distribute after Soraya finalizes & distributes it to all
 - Direct mail to all property owners north of SR518 to city limits (1,344)
 - Multi-family apartments north of SR518 to city limits
 - City Hall
 - Community Center
 - Library
 - Mike's community cup
 - YMCA
 - Highline Times ad
 - City website listing
 - SeaTV slide
 - Friday letter item
- Translation – group decided Spanish and Somali translation should be provided
- Childcare- will be provided
- Refreshments – (light snacks, coffee, water)

- 8:00 Closing comments- **Milenko Matanovic** adjourned the meeting by thanking everyone for coming and reminding them of the upcoming steering meeting on July 21.

Submitted for review by Soraya Lowry and Jeff Robinson on June 29, 2010 by Bree Delgadillo
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