City of SeaTac
Joint City Council / Planning Commission
Workshop Minutes Synopsis

April 30, 2013   **City Hall**
6:00 PM   **Council Chambers**

CALL TO ORDER: The SeaTac City Council Workshop was called to order by Mayor Tony Anderson at 6:01 p.m.

COUNCIL PRESENT: Mayor Anthony (Tony) Anderson, Deputy Mayor (DM) Mia Gregerson *(arrived at 6:39 p.m.)*, Councilmembers (CMs) Barry Ladenburg *(arrived at 6:44 p.m.)*, Rick Forschler, Terry Anderson, Dave Bush, and Pam Fernald.

PLANNING COMMISSION (PC) PRESENT: Chair Daryl Tapio, Vice-Chair Roxie Chapin, Members Jim Todd, and Joe Adamack. Excused absent: Member Tom Dantzler.

STAFF PRESENT: City Manager Todd Cutts, Senior Assistant City Attorney Mark Johnsen, City Clerk Kristina Gregg, Community & Economic Development (CED) Director Joe Scorcio, Planning Manager Steve Pilcher, Senior Planner Mike Scarey, Senior Planner Kate Kaehny, Associate Planner Anita Woodmass, and Building Services Manager Gary Schenk, Senior Planner Al Torrico, Economic Development (ED) Manager Jeff Robinson, and Development Review Engineering Manager Ali Shasti.

PUBLIC COMMENTS: Earl Gipson suggested that every time the Council approves a Development Agreement (DA), that it be posted on the City's website.

Introductions
 CED Director Scorcio introduced new Planning Manager Pilcher and then the City Council, PC, and staff at the table introduced themselves.

Review of formal relationship, Sharing of goals and mutual expectations, Discussion of initiation, review and recommendation process, Effective communication options, Frequency of joint meetings, Review of consensus and understandings
 CED Director Scorcio reviewed the formal relationship between the City Council and PC as was presented in their packet: state statutes, Revised Code of Washington (RCW) 35A, and SeaTac Municipal Code (SMC) 2.15.

 The Council establishes the broad powers of the PC. The PC powers can be expanded or contracted to include other topics as the Council chooses. Council has granted the PC the minimum authority.

 The PC is supposed to be an extension of the Council in the area of land use and needs clear guidance as to what the Council wants them working on, areas of emphasis, and expectations.

 Mr. Scorcio stated that the PC may find something in its work that needs to be addressed and the PC wants to open the communication where they can forward that to the Council and state we've encountered this issue and would like to proceed with amendments or consider amendments.

 Mr. Tapio stated that Council recently passed an Ordinance that allowed the PC to initiate recommendations to the Council. Mr. Scorcio stated that the PC is hoping to have a better line of communication with the Council.

 Discussion ensued regarding the relationship between the Council and PC, the line of communication, and the role the PC plays.

 Mr. Tapio clarified that the purpose of today's meeting is to establish a better process with a more productive work flow for all to work together and be on the same page.

 Mr. Scorcio stated that there is a process, however, there's a disconnect and many questions including how are amendments or changes initiated by the PC.

 Mr. Tapio presented a document titled "Issues – Either Real or Perceived, Both Matter". He reviewed some of the issues/concerns: (1) Informed votes - Council and PC members need to get up to speed on complex issues so that they make an informed vote; and (2) Private meetings - If the Council or PC has private conversations with stakeholders or citizens that could influence a vote, that information should be presented in a public meeting and discussed openly prior to the vote.

 Discussion ensued regarding the issues. Most issues in the future can be handled with good communication.

Review of formal relationship, Sharing of goals and mutual expectations, Discussion of initiation, review and recommendation process, Effective communication options, Frequency of joint meetings, Review of consensus and understandings (Continued):

DM Gregerson arrived at this point in the meeting.

> Council and PC commented on recent items that have been handled in a quick manner without much communication. The PC commented that this leaves a perception that something or someone changed the Council's mind.

> Mr. Cutts clarified that the issues are about the process and the overarching communication between the two bodies. The question is now about how to move forward.

CM Ladenburg arrived at this point in the meeting.

> Mr. Tapio reviewed the proposed action plans: (1) Vision - A publicly stated vision for each major project that clearly states what is desired and what is to be avoided. Stakeholders should be involved at the conceptual state of a project and be able to weigh in on the vision; (2) Joint Meetings - Joint Council/PC discussion meetings with staff support held as necessary to make sure we are on course and resolve any policy questions; and (3) New Council - Every other year after the election, review the vision for each major project, recognizing that changing course often may limit development.

> Discussion ensued regarding the proposed action plans. The following suggestions were made regarding regular meetings: (1) hold meetings at least during the first quarter for feedback on the previous year, to shape the annual work plan, and to address new Council, and again during the third quarter to revisit the work plan tied to the budget cycle; (2) have a standing agenda item for retreats where members of each body could have a check-in and report back to their respective bodies; (3) use the 5th Tuesday which occurs 3 or 4 times per year; or (4) reestablish the Land Use & Parks (LUP) Council Committee.

> Mr. Cutts proposed to have staff draft a policy/procedure based on the discussion heard tonight. The draft policy could then be vetted with the PC and Council. The draft policy, along with the PC work plan, will be presented at the June Council Retreat.

ADJOURNED: Mayor A. Anderson adjourned the Workshop at 7:24 p.m.