

## SAC Composition

**Bylaws** Page 1 says the composition shall be determined by a resolution adopted by the City Council

**City Council Resolution #31384** This document approves all original members, describes the representative group and experience they fulfill, and specifically notes that the SAC membership shall not substantially alter the balance of interests, expertise and experiences represented on the CAC.

**Ordinance 125037 / Council Bill 118655** adopting the MIMP does not specifically mention the SAC or the CAC member composition (MIMP page 171)

**Seattle City Council Findings, Conclusions and Decision** references Table 1 in Directors report for member information (need to find director's report) (MIMP page 179) Directs the SAC to review proposals for any new structure or addition greater than 4000 sf. (MIMP 200)

**Director's Decision** Table 1 gives specifics about the committee makeup but does not say anything about the SAC needing to match the CAC.

Table 1. Citizens Advisory Committee (CAC) Membership (PAGE 29)

CAC Member Neighborhood Category

Katie Porter, Chair Squire Park Near Neighbor

Ashleigh Kilcup General Citywide Representative with

Design Experience

Patrick Angus Squire Park General Neighbor

Laurel Spelman Squire Park General Neighbor with Development

Experience

Dylan Glosecki Squire Park Near Neighbor

Linda Carroll Swedish Non-Management Appointee

David Letrondo General City-wide Representative with

Design Experience

Raleigh Watts Squire Park General Neighbor with Development

Experience

Maja Halock Squire Park Near Neighbor

J. Elliot Smith Squire Park Near Neighbor

Leon Garnett Squire Park General Neighbor

## Text from DON website:

Once a Major Institution informs the City of its intention to initiate the planning process, the following steps occur to select members of the Citizens Advisory Committee:

- The Department of Neighborhoods and the Institution jointly advertise for volunteers to the Citizens Advisory Committee. Advertisements are mailed to the area surrounding the institution, and are placed in local newspapers and in SDCI's Land Use Information Bulletin.
- Volunteer applications are jointly reviewed by staff from the Institution and from the Department of Neighborhoods. A list of recommended volunteers is developed by the Institution and forwarded to the Director of the Department of Neighborhoods for transmittal to the City Council, via the Mayor.
- The Mayor forwards a list of recommended appointments to the Citizens Advisory Committee to the City Council. This is done as part of a Memorandum of Agreement, which sets forth the process for both development and review of the plan.

The Seattle City Council formally appoints the members of the Citizens Advisory Committee.

The process for appointment of a Standing Citizens Advisory Committee is similar except that the appointments are by the Director of the Department of Neighborhoods, with concurrence by the Mayor.

## Seattle Land Use Code

There is only one use of the term "Standing Advisory Committee" in the code 23.69.034.G

### **23.69.032 B.** Formation of a Citizens Advisory Committee (no record of SAC formation)

1. Immediately following submittal of a notice of intent to prepare a master plan, the institution shall initiate the establishment of a Citizens Advisory Committee of at least six, but no more than 12 members. In addition, all institutions with adopted master plans shall have a standing Advisory Committee.
2. Where there is more than one Major Institution in the same general area, as determined by the Director, a single Advisory Committee serving more than one institution may be permitted.
3. The institution, in consultation with the Director of the Department of Neighborhoods, shall develop a list of potential members to serve on the Advisory Committee. Groups from which members **MAY** be selected for appointment to the advisory committee **shall include** area community groups, residents, property owners, and business persons; consumer groups using the services of the institution; and any other persons or organizations directly affected by the actions of the institution. One member of the Advisory Committee **SHALL** be selected from persons in the area participating in neighborhood planning. One member of the Advisory Committee **SHALL** be a general community or citywide organization representative. To the extent possible, members of the Advisory Committee **should** possess expertise or experience in such areas as neighborhood organization and issues, land use and zoning, architecture or landscape architecture, economic development, building development and educational or medical services. A non-management representative of the institution **SHALL be included.**
4. Members of the Advisory Committee shall have no direct economic relationship with the institution except as provided in subsection 23.69.032.B.3.
5. The Director of the Department of Neighborhoods shall review the list of potential members and recommend to the Council those individuals appropriate to achieve a balanced, independent and representative committee. After the recommendation has been submitted, the Department of Neighborhoods may convene the Advisory Committee. The Council may confirm the Advisory

Committee composition, make changes in the size and/or composition of the Advisory Committee, or remand the matter to the Director of the Department of Neighborhoods for further action. The Council shall establish the final composition of the committee through a memorandum of agreement with the institution, prepared by the Department of Neighborhoods and adopted by resolution.

6. Four nonvoting, ex-officio members of the Advisory Committee shall represent the Major Institution, the Seattle Department of Construction and Inspections, the Department of Neighborhoods, and the Seattle Department of Transportation.

7. The Committee shall be staffed by the Department of Neighborhoods with the cooperation and assistance of the Major Institution. Technical assistance to the committee shall be provided by the Seattle Department of Construction and Inspections, the Seattle Department of Transportation, and the Department of Neighborhoods.

8. During the master plan review and adoption process, the Council may, in the interest of ensuring representative community participation on the Advisory Committee, amend the size and/or composition of the Advisory Committee.

9. The City-University Community Advisory Committee (CUCAC) shall serve as the Advisory Committee for the University of Washington.

10. The Director of the Department of Neighborhoods shall promulgate rules applicable to advisory committees, including terms of office, selection of chairpersons, and methods of conflict resolution.

#### **23.69.034 - Effect of master plan adoption.**

F. Following adoption of a master plan, the citizens advisory committee shall continue to advise the institution and the City regarding implementation or renewal of the master plan or amendments to the master plan. If more than one (1) major institution is designated within the same general area, individual advisory committees may be consolidated into one (1) committee. The committee shall meet as necessary but no less than once annually to review the status of the master plan.

G. When a master plan has been adopted prior to the effective date of these provisions and there is no **standing advisory** committee, an **advisory** committee shall be established in accordance with the provisions of subsection B of [Section 23.69.032](#) at the time an application for an amendment to the master plan, requiring Council approval, is made.

# By-laws of The Swedish Medical Center Cherry Hill Campus Major Institutions Master Plan Citizen's Advisory Committee

## Article I.

### Purpose

The Swedish Medical Center Cherry Hill Campus Major Institutions Master Plan Citizen's Advisory Committee Institutions Master Plan Advisory Committee (CAC), a representative group of adjacent community members and others who are interested in the orderly and reasonable development of The Swedish Medical Center Cherry Hill Campus, will advise Swedish Medical Center and the City of Seattle on matters related to the development of a revised master plan for The Swedish Medical Center Cherry Hill Campus.

## Article II

### Membership

Section 1. Composition: The Swedish Medical Center Cherry Hill Campus Major Institutions Master Plan Citizen's Advisory Committee shall be established in accordance with the procedures set forth in the Major Institutions Code, SMC 23.69. The size and composition of the Committee shall be determined by a resolution adopted by the Seattle City Council. The Committee shall consist of members who are interested in performing advisory work consistent with the Committee member job description (section 2) and the Major Institutions Code. Alternate members as outlined in the Seattle City Council Memorandum of Agreement may also participate fully in meetings and may vote in the absence of a voting member. The Committee shall contain one Non-management employee appointed by Swedish Medical Center. There shall be ex-officio members appointed by the following bodies: Swedish Medical Center, City of Seattle Department of Transportation (SEATRANS), City of Seattle Department of Planning and Development (DPD) and City of Seattle Department of Neighborhoods (DON).

The Department of Neighborhoods ex-officio member will function as the primary staff person for the Committee and shall produce all correspondence and reports as required by the Seattle Municipal Code or other reports or research as requested by the Committee.

### Section 2. Committee Member Job Description

Each Committee member shall perform such duties and prepare such reports as called for in the Major Institutions Code to include:

1. Participate directly in the formulation of a master plan that balances the needs of Swedish Medical Center to expand to meet its needs with the need to minimize the impact of the institution on the surrounding neighborhoods.
2. Contribute to developing good communication between Swedish Medical Center and the adjacent communities.
3. Become familiar with the proposed Swedish Medical Center Cherry Hill Campus Master Plan and with the Medical Center's mission, goals and objectives.
4. Serve on the Committee during the development of the revised master plan (anticipated to be approximately 2 years.)
5. Maintain interest and a desire for involvement in neighborhood land use issues, particularly as they relate to Cherry Hill Campus and the community need for medical services.

6. Perform all other such duties and prepare reports as set forth in the Major Institution Code.
7. Comment on matters listed in the Major Institutions Code including, but not limited to the concept plan and identification and mitigation of the potential impacts of institutional development on the surrounding community consistent with the Code and environmental policy and procedures.

Section 3. Appointment: Final appointment of members to the Advisory Committee is made by the Seattle City Council.

#### Article III.

#### Participation

Section 1. Term of Membership: Each member shall serve for the duration of the development of a revised master plan (currently anticipated covering a two-year period).

Section 2. Resignation: A member may resign from the Advisory Committee by sending a letter to the Department of Neighborhoods stating the effective date and the reason for resigning.

Section 3. Replacement: Upon resignation or removal of a member, replacements will be appointed from the list of alternate members initially confirmed by the Seattle City Council. In the event that all alternate members have been appointed as regular members or no alternate member wishes to serve as a regular member, appointment will be through a solicitation and selection process administered by the Department of Neighborhoods and appointment will be made by the Director of the Department of Neighborhoods.

Section 4. Removal of Members and Rules of Decorum. A voting member of the Committee may be removed from the Committee either for 1) persistent non-attendance; or 2) persistent disruptive behavior.

- A) Removal for Persistent Non-attendance – Members shall make every reasonable effort to attend all regularly scheduled meetings. In the event that a member is unable to attend a meeting the member shall inform the Chair or Department of Neighborhoods at least 24 hours in advance of the meeting. Such a notification shall be considered as an excused absence. In the event that a member has three unexcused consecutive absences, the Chair may request that member either attends the next regular meeting or be considered as having resigned from the Committee. Notification of such an action shall be by a formal letter to the member.
- B) Rules of Decorum – In the event of disruptive behavior Rules of Decorum – Robert's Rules of Order Newly Revised shall be invoked and govern decorum at Committee meetings during discussion, debate, deliberations and during the public comment portion of meetings. Members, alternates and others attending meetings may be asked to leave the meeting should inappropriate or unacceptable conduct occur.
- C) Removal for Persistent Disruptive Behavior - In the event that a member's actions become disruptive to the process (which shall be defined either as either creating a hostile and/or intimidating atmosphere, or unreasonable delays in decision making processes) and attempts to modify such behavior through invoking the provisions of B above have failed to modify such behavior, a member may be removed from the Committee upon the following conditions having been satisfied: 1) the Chair, Swedish Medical Center ex-officio member and DON ex-officio member shall have met with the member being considered for removal to attempt to address all mutual concerns and mediate any conflicts that have arisen; 2) a letter outlining the reasons for removal shall have been prepared, reviewed and approved for transmittal by the Advisory Committee at a regular meeting of the Committee and sent by registered mail to the member being considered for removal at least two weeks prior to the meeting at which removal will be considered; and 3) removal shall have been discussed during a regular meeting of the Committee during which the member being considered for removal shall have had an

opportunity to respond to the reasons stated for removal. Removal from the Committee shall be considered accomplished only upon concurrence by the Director of the Department of Neighborhoods

Section 5. Compensation: All members of the Swedish Medical Center Cherry Hill Campus Major Institutions Master Plan Advisory Committee shall serve without compensation.

Section 6. Member Voting: Each regular member shall have one vote on all Committee matters.

Section 7. Alternate Voting: .In the absence of any regular member alternates may vote on any Committee action. It shall be the intent of this Section to assure that the alternate voting in the absence of any regular member shall, to the extent possible, be the alternate whose skills and affiliations most closely match that of the absent member. The order of voting shall be determined as follows:

1. **By prior designation by the absent member** – Each regular member shall designate the alternate to vote in his or her absence whose views he or she has determined to most closely match the member’s skills and affiliations and forward that designation to the Committee Chair and Department of Neighborhoods ex-officio member. Such designation shall be made prior to the second official Committee meeting and shall remain in effect until such time as the regular member resigns or indicates a change in his or her designation. A change in alternate must be made at least one meeting prior to the absence of the voting member.
2. **In order of listing in the Memorandum of Agreement (MOA)** – In the case that more than one absent member has selected the same alternate as their designee or the member has indicated no formal designee, the order of alternate voting shall be the order that alternates are listed in the MOA as adopted by the City Council.

Section 8 Changes of Alternate Designation – Any member may change his or her alternate designee by so informing the Chair and Department of Neighborhoods ex-officio member at least on meeting prior to the meeting at which the alternate shall vote.

#### Article IV.

#### Leadership

Section 1. General: The officers of the Cherry Hill Campus Major Institutions Master Plan Advisory Committee shall be chair and vice-chair. Members and officers shall have one vote each.

Section 2. Appointment and Term of Office: The officers shall be elected by the Advisory Committee Membership. The term of office shall be for the duration of deliberations on the preparation of a new master plan for Swedish Medical Center Cherry Hill Campus. Officers may be removed for non-attendance using the procedure outlined in Article III section 4 above. The Advisory Committee Membership shall fill any vacancy that may occur in officer positions.

Section 3. Duties and Authority: The officers shall be responsible for setting meeting agendas in consultation with Swedish Medical Center and Department of Neighborhoods. The chair shall conduct each meeting and ensure approval of meeting summaries, and all correspondence and reports prepared on behalf of the Advisory Committee. The vice-chair shall assume responsibility in the absence of the chair.

#### Article V.

#### Decision Making

Section 1. General Conduct of Meeting - The Swedish Medical Center Cherry Hill Campus Major Institutions Master Plan Advisory Committee shall endeavor to operate informally and collegially and to reach consensus on all recommended actions. If consensus is not possible a vote shall be taken by the show of hands and the record of the Committee shall show the number

of votes cast for and against the recommendation. The provisions of Article VI Section 5 below shall govern votes. All actions of the Advisory Committee shall be consistent with the purposes stated in Article I and the intent of the City of Seattle Major Institutions Code.

Section 2. Application of Roberts Rules of Order: Robert's Rule of Order may be invoked at any time by the request of any member and shall then apply to the conduct of the meeting and shall govern voting until either the end of the specific meeting or until the original member making such a request shall agree that such invocation is no longer necessary. In the event that Roberts Rules are invoked, the DON ex-officio member shall act as parliamentarian.

Section 3. Quorum - A quorum shall be defined as 50% of all voting members (permanently vacant positions to which an alternate or new member has not been appointed shall not be counted as voting members). Actions taken by the Advisory Committee require a quorum present in person at the time of the vote and a majority vote of those present and eligible to vote.

## Article VI.

### Meetings

Section 1. Frequency: The Advisory Committee shall meet as needed on a schedule prepared at the outset of the process to develop a master plan. Meetings will be established based on the agenda developed by the officers, Swedish Medical Center and the Department of Neighborhoods.

Section 2. Notice to Members: A written notice of each meeting shall be sent to each Advisory Committee member at least one week prior to the established meeting date. The notice shall include the agenda of the meeting, the meeting time and location, the summary of the previous meeting and any new materials that may require action at the meeting.

Section 3. Notice to Public: Except for the first orientation meeting(s) and will be advertised only to members and key staff, all meetings of the Advisory Committee are open to the public and opportunity for public comment shall be provided on each meeting's agenda. Notices of each meeting will be sent to: 1. Interested parties, which shall include any person who has attended one or more Committee meetings; and 2. presidents of local community groups (list established by the city, Swedish Medical Center and Committee leaders

Section 4. Location: Swedish Medical Center shall arrange a suitable location for Advisory Committee meetings.

## Article VII.

### Reporting

Section 1. Meeting Notices and Agendas: Swedish Medical Center and the Department of Neighborhoods shall be responsible for working with the officers to prepare and to send the meeting notices and agenda.

Section 2. Meeting Summary: The City Department of Neighborhoods shall be responsible for taking notes at each Advisory Committee meeting, preparing a summary of each meeting's activity and mailing it to all Committee members, alternates and ex-officio members within 30 days of the meeting. The summary shall be subject to review, amendment and approval at the subsequent Advisory Committee meeting. The summary shall include a list of Advisory Committee members, alternates, ex officio members, and guests present at the meeting. Summaries of all meetings are available at the office of the Department of Neighborhoods for public review and shall be provided electronically or otherwise to individuals, community groups or others that have requested receipt of this information.

Section 3. Correspondence: The Department of Neighborhoods shall provide clerical assistance to produce the correspondence of the Advisory Committee. Copies of all Advisory

Committee correspondence shall be sent to all voting and ex-officio Committee members and to individuals, community groups and others that have requested to receive this information.

Section 4. Advisory Committee Reports: With the assistance of the Department of Neighborhoods, the Advisory Committee shall comment on the preliminary draft master plan and draft environmental impact statement and prepare written draft and final reports of its findings and recommendations on the final master plan. The Advisory Committee comments and reports shall include, in addition to its recommendations, the public comments it received. The documents may incorporate minority reports. Copies of all Advisory Committee comments and reports shall be provided to all voting and ex-officio Committee members and to individuals, community groups and others that have requested to receive this information.

Section 5. Reports from Other Departments. The Department of Neighborhoods shall provide copies of all draft and final reports from the Department of Planning and Development and other City departments to voting, ex officio committee members and to individuals, community groups and others who that have requested to receive this information.

#### Article VIII

##### Amendments

The bylaws may be amended by a majority vote so long as written notice of the proposed bylaw changes has been provided prior to a regularly scheduled meeting.

#### Article IX

##### Code to Govern

In the event of a conflict between these Bylaws and the provisions of the City of Seattle's Major Institutions Code SMC 23.69 – MAJOR INSTITUTIONS OVERLAY DISTRICT – the Code shall govern.



**RESOLUTION**

31384

A RESOLUTION approving the composition of the Major Institution Citizens Advisory Committee for Swedish Medical Center's Cherry Hill Campus.

WHEREAS, Seattle Municipal Code (SMC) Chapter 23.69 regulates Seattle's major educational and medical institutions to balance a number of policies and objectives, and the master plan process is an important element of the Major Institutions policies; and

WHEREAS, Swedish Medical Center has informed the City of its intent to prepare a master plan for its Cherry Hill Campus for consideration by the City; and

WHEREAS, SMC Chapter 23.69 requires the establishment of a Citizens Advisory Committee immediately following submittal to the City of a notice of intent to prepare a master plan; and

WHEREAS, the objective of the selection of the Citizens Advisory Committee members is to provide a balanced representative group with a majority of membership from adjacent neighborhood(s); and

WHEREAS, to the extent possible, members should possess expertise or experience in such areas as neighborhood organization and issues, land use and zoning, architecture, landscape architecture, economic development, building development and educational or medical services; and

WHEREAS, the Department of Neighborhoods has worked with Swedish Medical Center to develop a list of 12 potential members to serve on the Citizens Advisory Committee for its Cherry Hill Campus; and

WHEREAS, the Director of the Department of Neighborhoods has reviewed the list of potential members, none of whom has a direct economic relationship with the institution (except the non-management representative of Swedish Medical Center), and recommended them to the Council as stipulated in Ordinance 115002; and

WHEREAS, the City Council's Parks and Neighborhoods Committee has reviewed the Director's recommendation and determined that the full complement of 12 members would provide a balanced, representative and independent committee; NOW, THEREFORE,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEATTLE, THE  
MAYOR CONCURRING, THAT:**



1           Section 1. The recommendations of the Director of the Department of Neighborhoods  
2 and the City Council's Parks and Neighborhoods Committee regarding the composition of the  
3 Citizens Advisory Committee for Swedish Medical Center's Cherry Hill Campus (the "Advisory  
4 Committee") are affirmed and the City Council authorizes the Director of the Department of  
5 Neighborhoods to enter into a Memorandum of Agreement with Swedish Medical Center  
6 substantially in the form of the agreement attached as Exhibit 1 hereto and made a part of this  
7 resolution.  
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9           Section 2. The Advisory Committee shall be staffed by the Department of  
10 Neighborhoods with the cooperation and assistance of Swedish Medical Center. Technical  
11 assistance will be provided by the Department of Planning and Development, the Department of  
12 Neighborhoods, and the Seattle Department of Transportation.  
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1           Adopted by the City Council the 24 day of September, 2012, and  
2 signed by me in open session in authentication of its adoption this 24 day  
3 of September, 2012.

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5 President \_\_\_\_\_ of the City Council

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7 THE MAYOR CONCURRING:

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10 Michael McGinn, Mayor

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12 Filed by me this 2nd day of October, 2012.

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15 Monica Martinez Simmons, City Clerk

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17 (Seal)

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21 Exhibit 1: Memorandum of Agreement between the City of Seattle and Swedish Medical Center  
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## MEMORANDUM OF AGREEMENT

THIS MEMORANDUM OF AGREEMENT between the City of Seattle and Swedish Medical Center, a major institution within the meaning of Seattle Municipal Code (SMC) Chapter 23.69, establishing the composition of the Citizens Advisory Committee for Swedish Medical Center's Cherry Hill Campus to perform the functions that SMC Chapter 23.69 authorizes such a committee to undertake.

WHEREAS, the Department of Neighborhoods and Swedish Medical Center have developed a list of potential members to serve on the Citizens Advisory Committee for the Cherry Hill Campus; and

WHEREAS, the Director of the Department of Neighborhoods has reviewed the list of potential members, none of whom has a direct economic relationship with the institution (except the non-management representative of Swedish Medical Center), and recommended them to the City Council; and

WHEREAS, the City Council's Parks and Neighborhoods Committee has reviewed the recommendation of the Director of the Department of Neighborhoods and determined that the members would constitute a reasonably balanced, representative and independent committee and has so recommended to the City Council; and

WHEREAS, the full Council has voted to approve the recommendation of the Parks and Neighborhood's Committee:

NOW THEREFORE, IT IS AGREED BY THE CITY OF SEATTLE AND SWEDISH MEDICAL CENTER THAT:

### SECTION 1 – INITIAL VOTING MEMBERS

The initial voting members of the Citizens Advisory Committee for Swedish Medical Center's Cherry Hill Campus shall be the following persons, each of whom meets the criteria for appointment to the Committee and brings the desired skills as listed below:

	Name	Code Categories/Skills Met
1	Eric J. Oliner	Categories: 7) General community Skills: a) Neighborhood organization and issues b) Land use and zoning c) Architecture
2	Najwa Alsheikh	Categories: 2a) Near neighbor Skills: f) Medical services
3	Cynthia Andrews	Categories: 2b) General neighbor Skills: f) Educational and medical services
4	Laurel Spelman	Categories: 2b) General neighbor 3) Property owner Skills: b) Land use and zoning d) Economic development e) Building development
5	Dylan Glosecki	Categories: 2a) Near neighbor Skills: a) Neighborhood organization and issues b) Land use and zoning c) Architecture
6	Jamile Mack	Categories: Automatic Swedish Medical Center non-management appointee Skills: e) Building development f) Medical services



	Name	Code Categories/Skills Met
7	Mark Tilbe	Categories: 7) General community Skills: b) Land use and zoning c) Landscape Architecture
8	Joy Jacobson	Categories: 2a) Near neighbor 6) Person participating in neighborhood planning Skills: a) Neighborhood organization and issues b) Land use and zoning c) Architecture e) Economic development f) Educational services
9	Andrew Coates	Categories: 2b) General neighbor Skills: d) Economic development e) Building development
10	Michelle Sadlier	Categories: 2a) Near neighbor Skills: a) Neighborhood organization and issues
11	J. Elliot Smith	Categories: 2a) Near neighbor Skills: a) Neighborhood organization and issues
12	Patrick Carter	Categories: 2b) General neighbor 4) Business person Skills: f) Medical Services



**Key to Categories and Skills:** The Code states that persons may be appointed to the Committee from the following categories:

- 1) Representatives of area community groups;
- 2) Residents (for purposes of analysis we separate this category into near and general neighbors to indicate those residing closest to the institution);
  - a) Near neighbor (within ¼ mile of the boundaries of the Cherry Hill Campus)
  - b) General neighbor (within the Central Community Center Service Area)
- 3) Property owners;
- 4) Business persons;
- 5) Consumer groups using the services of the institution;
- 6) Persons participating in neighborhood planning; and
- 7) General community or citywide representatives.

The Code mandates that there be at least one person from categories 6 and 7 above.

The Code also states that to the extent possible, members of the Citizens Advisory Committee should possess expertise or experience in such areas as:

- a) Neighborhood organization and issues;
- b) Land use and zoning;
- c) Architecture or landscape architecture;
- d) Economic development;
- e) Building development; and
- f) Educational or medical services.

A non-management representative of the institution is automatically included.

## SECTION 2. - ALTERNATES

Before the City Council adopts the new master plan for Swedish Medical Center's Cherry Hill Campus, vacancies that may occur among the voting members of the Citizens Advisory Committee may be filled by the Director of the Department of Neighborhoods without City Council confirmation, provided that such appointments:

- a) Do not increase the size of the Advisory Committee above 12 members;
- b) Do not substantially alter the balance of the interests, expertise, and experiences represented on the Advisory Committee; and
- c) Except for a vacancy occurring for the member serving as the non-management representative of Swedish Medical Center Cherry Hill Campus, are selected from the list

of alternates shown below, unless and until all persons on that list are either unable or unwilling to be appointed.

When appointing from the list of alternates below, the Director of the Department of Neighborhoods shall appoint the available person whose skills and affiliations most closely match those of the resigning member.

Alternates shall participate in all regular meetings of the Committee and vote in the absence of any regular member. The by-laws of the Committee shall identify a procedure for members to identify their preferred alternate.

In the event that all alternates identified below have been appointed as regular members, and prior to the issuance of the final Environmental Impact Statement (EIS), additional vacancies may be filled by the Director of the Department of Neighborhoods without City Council confirmation, provided that such appointments:

- a) Do not increase the size of the Advisory Committee above 12 members; and
- b) Do not substantially alter the balance of the interests, expertise, and experiences represented on the Advisory Committee.

In making such appointments the Director of the Department of Neighborhoods will consult closely with Swedish Medical Center.

Following publication of the Final EIS and Final Master Plan, vacancies may be filled only by those alternates who are identified below and in the event that none are available the position shall remain vacant.

	Name	Code Categories/Skills Met
Alt 1	Maja Hadlock	Categories: 2a) Near neighbor  Skills: a) Neighborhood organization and issues b) Land use and zoning c) Architecture e.) Building development





	Name	Code Categories/Skills Met
Alt 2	Nicholas Richter	Categories: 2b) Near neighbor Skills: a) Neighborhood organization and issues
Alt 3	David Letrondo	Categories: 2b) General neighbor Skills: c) Architecture

**SECTION 3 – EX-OFFICIO MEMBERS**

Four non-voting ex-officio members of the Citizens Advisory Committee shall represent Swedish Medical Center, the Department of Neighborhoods, the Department of Planning and Development, and the Seattle Department of Transportation.

The initial voting members listed in Section 1 above (or alternates appointed pursuant to Section 2) shall serve an initial term that expires upon City Council adoption of the new master plan for Swedish Medical Center’s Cherry Hill Campus.

**SECTION 4 – APPOINTMENTS TO THE STANDING ADVISORY COMMITTEE**

Following adoption by the City Council of a new master plan for Swedish Medical Center’s Cherry Hill Campus, a standing advisory committee shall be established. Both in the initial convening of that committee and the filling of subsequent vacancies on it, (1) the Director of the Department of Neighborhoods may appoint or reappoint voting members to serve any number of additional, renewable, two-year terms upon agreement of Swedish Medical Center and without additional City Council re-confirmation; and (2) vacancies among voting members (including but not limited to vacancies that occur as a result of the failure of the Director of the Department of Neighborhoods and Swedish Medical Center to mutually agree upon appointment or reappointment for any position), may be filled by the Director of the Department of Neighborhoods without City Council confirmation, provided that such appointments:



- a) Do not increase the size of the Advisory Committee above 12 members; and
- b) Do not substantially alter the balance of the interests, expertise, and experiences represented on the Advisory Committee.

**SECTION 5 – STAFFING**

The Citizens Advisory Committee shall be staffed by the Department of Neighborhoods with the cooperation and assistance of Swedish Medical Center. Technical assistance to the Committee shall be provided by the Department of Planning and Development, the Department of Neighborhoods and the Seattle Department of Transportation.

For Swedish Medical Center

\_\_\_\_\_  
Print Name:  
Title:

\_\_\_\_\_  
Date

For the City of Seattle

\_\_\_\_\_  
Bernie Agor Matsuno, Director  
Department of Neighborhoods

\_\_\_\_\_  
Date



**FISCAL NOTE FOR NON-CAPITAL PROJECTS**

<b>Department:</b>	<b>Contact Person/Phone:</b>	<b>CBO Analyst/Phone:</b>
Department of Neighborhoods	Steve Sheppard/206-684-0302	Amanda Allen/206-684-8894

**Legislation Title:**

A RESOLUTION approving the composition of the Major Institution Citizens Advisory Committee for Swedish Medical Center's Cherry Hill Campus.

**Summary of the Legislation:**

The resolution authorizes the final composition of a Citizens Advisory Committee (CAC) for Swedish Medical Center's Cherry Hill Campus through a Memorandum of Agreement with the institution, prepared by the Department of Neighborhoods (DON).

**Background:**

The City's Land Use Code Chapter 23.69, Major Institutions Overlay District, establishes a process for authorizing and regulating the growth of Seattle's major institutions, particularly its hospitals, universities, or community colleges. This Code requires that an institution, in consultation with the Director of the DON, recruit potential appointees to a CAC composed of representatives of the local community and others directly affected by the actions of the institution. The Executive is authorized to recommend to the Council individuals to achieve a balanced, independent and representative committee.

Swedish Medical Center informed the City of its intent to complete a master plan for its Cherry Hill Campus, and in consultation with the City, recommended a list of members for its CAC. The Executive reviewed and modified that list and is recommending a final list to the Council for approval.

X  **This legislation does not have any financial implications.**

**Other Implications:**

- a) **Does the legislation have indirect financial implications, or long-term implications?**  
No.
  
- b) **What is the financial cost of not implementing the legislation?**  
None.



- c) **Does this legislation affect any departments besides the originating department?**  
No.
- d) **What are the possible alternatives to the legislation that could achieve the same or similar objectives?**  
None.
- e) **Is a public hearing required for this legislation?**  
No.
- f) **Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?**  
No.
- g) **Does this legislation affect a piece of property?**  
No.
- h) **Other Issues:**  
None.



City of Seattle  
Office of the Mayor

May 15, 2012

Honorable Sally J. Clark  
President  
Seattle City Council  
City Hall, 2<sup>nd</sup> Floor

Dear Council President Clark:

I am pleased to transmit the attached Resolution that states the City Council's approval of the final composition of the Citizens Advisory Committee (CAC) for Swedish Medical Center's Cherry Hill Campus.

The City's Land Use Code Chapter 23.69, Major Institutions Overlay District, establishes a process for authorizing and regulating the growth of Seattle's major institutions. This Code requires that an institution, in consultation with the Director of the Department of Neighborhoods, recruit potential appointees to a Citizens Action Committee composed of representatives of the local community and others directly affected by the actions of the institution. The Executive is authorized to recommend to the Council individuals who would achieve a balanced, independent, and representative committee.

Swedish Medical Center informed the City of its intent to complete a master plan for its Cherry Hill (Old Providence) campus and recommended a list of members for the CAC. After reviewing and modifying Swedish's list, I am recommending the establishment of a committee of 12 members in order to allow a fuller and more representative range of voices to participate. The Code specifies that the Council may change the size and composition of the committee.

Upon reviewing the structure of this committee, my staff determined that no suggested member has a direct economic relationship with Swedish Medical Center, except the non-management representative, and that the recommended membership would constitute a balanced, representative, and independent committee. I therefore respectfully request that the City Council approve the Citizens Advisory Committee as recommended.

Thank you for your consideration of this legislation. Should you have any questions, please contact Steve Sheppard, Department of Neighborhoods, at 684-0302.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael McGinn".

Michael McGinn  
Mayor of Seattle

cc: Honorable Members of the Seattle City Council

Michael McGinn, Mayor  
Office of the Mayor  
600 Fourth Avenue, 7<sup>th</sup> Floor  
PO Box 94749  
Seattle, WA 98124-4749

Tel (206) 684-4000  
Fax (206) 684-5360  
TDD (206) 615-0476  
mike.mcgin@seattle.gov



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STATE OF WASHINGTON – KING COUNTY

--SS.

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289251  
CITY OF SEATTLE, CLERKS OFFICE

No. TITLE ONLY

**Affidavit of Publication**

The undersigned, on oath states that he is an authorized representative of The Daily Journal of Commerce, a daily newspaper, which newspaper is a legal newspaper of general circulation and it is now and has been for more than six months prior to the date of publication hereinafter referred to, published in the English language continuously as a daily newspaper in Seattle, King County, Washington, and it is now and during all of said time was printed in an office maintained at the aforesaid place of publication of this newspaper. The Daily Journal of Commerce was on the 12<sup>th</sup> day of June, 1941, approved as a legal newspaper by the Superior Court of King County.

The notice in the exact form annexed, was published in regular issues of The Daily Journal of Commerce, which was regularly distributed to its subscribers during the below stated period. The annexed notice, a

CT:31384,31410-11

was published on

10/11/12

The amount of the fee charged for the foregoing publication is the sum of \$48.83 which amount has been paid in full.



*[Signature]*  
\_\_\_\_\_  
Subscribed and sworn to before me on  
10/11/2012 *[Signature]*  
\_\_\_\_\_  
Notary public for the State of Washington,  
residing in Seattle

## State of Washington, King County

### City of Seattle

The full text of the following legislation, passed by the City Council on September 24, 2012, and published below by title only, will be mailed upon request, or can be accessed at <http://clerk.seattle.gov>. For information on upcoming meetings of the Seattle City Council, please visit <http://www.seattle.gov/council/calendar>. Contact: Office of the City Clerk at (206) 684-8344.

#### RESOLUTION NO. 31384

A RESOLUTION approving the composition of the Major Institution Citizens Advisory Committee for Swedish Medical Center's Cherry Hill Campus.

#### RESOLUTION NO. 31410

A RESOLUTION appointing two members to the Seattle-King County Taxicab Advisory Commission to advise and make recommendations on taxicab regulations to the City of Seattle and King County.

#### RESOLUTION NO. 31411

A RESOLUTION relating to the State Route 520, Interstate 5 to Medina Bridge Replacement and High Occupancy Vehicle Project; recognizing the completion of a technical report on the conditions under which the Washington State Department of Transportation should consider building a second bascule bridge over the Montlake Cut, and making recommendations on actions to be taken by the State and the City based on the findings of the report.

Date of publication in the Seattle Daily Journal of Commerce, October 11, 2012.

10/11(289251)



# City of Seattle

Edward B. Murray, Mayor

## Seattle Department of Neighborhoods

Kathy Nyland, Director

December 9, 2016

**TO:** Members of the Swedish Cherry Hill Standing Advisory Committee (via e-mail)  
**FROM:** Maureen Sheehan, Department of Neighborhoods  
**SUBJECT:** Swedish Cherry Hill Standing Advisory Committee Appointment

Thank you for your willingness to serve on the Swedish Cherry Hill Standing Advisory Committee (SAC) to monitor compliance with the provisions of the adopted Swedish Cherry Hill Major Institution Master Plan (MIMP).

I am pleased to inform you that you have been appointed to the committee as either a member or an alternate.

Members and alternates of the Committee are as follows:

	<b>Name</b>	<b>Category (SMC 23.69.032.B)</b>
1	Julia Blum	b. A resident who is within 600 feet of the campus boundary d. A property owner f. A consumer group using the services of the institution
2	Nate Coomer	i. A non-management representative of the institution
3	Justin Kliewer	c. A general neighborhood resident f. A consumer group using the services of the institution j. Expert or experience in architecture
4	Catherine Koehn	a. Representative of an area community group b. A resident who is within 600 feet of the campus boundary d. A property owner f. A consumer group using the services of the institution g. Person participating in neighborhood planning j. Possesses expertise or experience in neighborhood organization and issues
5	Claire Lane	c. A general neighborhood resident d. A property owner f. A consumer group using the services of the institution g. Person participating in neighborhood planning j. Possesses expertise or experience in neighborhood organization and issues





6 David Letrondo

- g. Person participating in neighborhood planning
- h. A general community or citywide representative
- j. Possesses expertise or experience in architecture or landscape architecture and building development

Alt. 1 Jeff Dvi-Vardhana

- f. A consumer group using the services of the institution
- g. Person participating in neighborhood planning
- h. General community or citywide representative
- j. Expert or experience in architecture

Alternates should expect to attend all meetings and participate as full members in all discussions and deliberations to vote in the absence of any appointed members.

We plan to hold our next meeting after the first of the year. I will be contacting you shortly to look at dates. Once we have settled on a date for the meeting, you will receive meeting logistics and information about an orientation session concerning the process.

Thank you for your commitment to your City. If you have any questions, please contact Maureen Sheehan at (206) 684-0302 or [maureen.sheehan@seattle.gov](mailto:maureen.sheehan@seattle.gov).

Sincerely,

Maureen Sheehan  
Major Institutions and School Coordinator

# Memo

**Date:** January 16, 2019

**To:** Andrés Mantilla, Director, Seattle Department of Neighborhoods

**From:** Maureen Sheehan, Program Manager, Major Institutions & Schools

**Subject:** Appointment of Members to the Swedish Cherry Hill Standing Advisory Committee (SAC)

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The Swedish Cherry Hill Major Institution Master Plan (MIMP) was adopted in 2016 and requires a Standing Advisory Committee (SAC). Three committee members have stepped down and we are looking to fill those seats, as well as alternate roles.

The Department of Neighborhoods (DON) conducted a recruitment effort in November 2018 that included sending postcards to residents and businesses within 600 feet of the Swedish Cherry Hill campus, distributing a press release, and connecting with DON Community Engagement Coordinators and local community groups, in addition to Swedish Cherry Hill sharing the opportunity with their contacts.

DON received seven applications to serve on the Swedish Cherry Hill SAC, and all seven were interviewed jointly by DON staff and three Swedish Cherry Hill staff: Mike Denny, Swedish Chief Real Estate Officer; Dave West, Swedish Cherry Hill Chief Operating Officer; and Sherry Williams, Community Engagement Director. Three new SAC members and one alternate are recommended for appointment, bringing total membership to seven voting members and one alternate. A list of the persons recommended by Swedish Cherry Hill and DON staff for appointment to the Swedish Cherry Hill SAC begins on the following page.

Once you have approved the list of recommended appointments, I will send out appointment letters.

### Current Committee Members – By Name

Pos.	Name	Category	Notes
1	Kevin Klauer	i. A non-management representative of the institution	<ul style="list-style-type: none"> <li>• A non-management representative of the institution</li> </ul>
2	Justin Kliewer	c. A general neighborhood resident f. A consumer group using the services of the institution j. Expert or experience in architecture	<ul style="list-style-type: none"> <li>• Architect - Housing</li> </ul>
3	Catherine Koehn	a. Representative of an area community group b. A resident who is within 600 feet of the campus boundary d. A property owner f. A consumer group using the services of the institution g. Person participating in neighborhood planning j. Possesses expertise or experience in neighborhood organization and issues	<ul style="list-style-type: none"> <li>• Public service professional at Corporation for National and Community Service</li> <li>• Parent and active in her neighborhood network</li> </ul>
4	Claire Lane	c. A general neighborhood resident d. A property owner f. A consumer group using the services of the institution g. Person participating in neighborhood planning j. Possesses expertise or experience in neighborhood organization and issues	<ul style="list-style-type: none"> <li>• Public Policy manager, working with nonprofit social service agencies and organizations.</li> <li>• Resident of the neighborhood since 1998</li> </ul>

### Recommended Committee Members – By Name

Pos.	Name	Category	Notes
1	Gregory Swinton	h. A general community or citywide representative. j. Possesses expertise or experience in such as areas as neighborhood organization and issues, land use and zoning, architecture or landscape architecture, economic development, building development and educational or medical services.	<ul style="list-style-type: none"> <li>• Healthcare architect with NBBJ.</li> </ul>

<b>2</b>	Amanda Twiss	b. A general neighborhood resident d. A property owner. f. A consumer group using the services of the institution. j. Possesses expertise or experience in such as areas as neighborhood organization and issues, land use and zoning, architecture or landscape architecture, economic development, building development and educational or medical services.	<ul style="list-style-type: none"> <li>• Private real estate developer, background in healthcare software.</li> </ul>
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<b>3</b>	James Welcher	c. A general neighborhood resident d. A property owner. f. A consumer group using the services of the institution. j. Possesses expertise or experience in such as areas as neighborhood organization and issues, land use and zoning, architecture or landscape architecture, economic development, building development and educational or medical services.	<ul style="list-style-type: none"> <li>• Background in rehabilitation and occupational therapy</li> </ul>
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<b>Alt 1</b>	Lisa Fitzhugh	b. A resident who is within 600 feet of the campus boundary. d. A property owner. f. A consumer group using the services of the institution.	<ul style="list-style-type: none"> <li>• Culture change and leadership development professional.</li> </ul>
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**Applied and Not Selected**

Name	Notes
<b>1</b> Nina Mross	Withdrew - Master of Landscape Architecture candidate at UW.
<b>2</b> Susan Neaton	KP member. Architect. Capitol resident for 30 years.
<b>3</b> Vicky Schiantarelli	Near neighbor, active MIMP participant

I am available at your convenience to discuss these appointees or any other issues you might have. Please sign below to confirm you approve the proposed SAC members.

**Approved:**

A handwritten signature in blue ink, appearing to be 'Andrés Mantilla', written over a horizontal line.

\_\_\_\_\_  
Andrés Mantilla, Director  
Seattle Department of Neighborhoods

\_\_\_\_\_  
1/17/2019  
Date



**City of Seattle**

Edward B. Murray, Mayor

**Seattle Department of Neighborhoods**

Kathy Nyland, Director

## MEMORANDUM

DATE: December 2, 2016

TO: Kathy Nyland, Director, Seattle Department of Neighborhoods

CC: Sarah Sodt, Program Manager, Major Institutions & Schools

FROM: Maureen Sheehan, Coordinator, Major Institutions & Schools

RE: **Appointment of Members to the Swedish Cherry Hill Standing Advisory Committee (SAC)**

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The Swedish Cherry Hill Major Institution Master Plan (MIMP) was adopted in July 2016, and now requires a Standing Advisory Committee (SAC). The remaining Citizens Advisory Committee (CAC) members were invited to apply and given an opportunity.

The Department of Neighborhoods (DON) conducted a recruitment effort in August where we sent out a postcard to residents and businesses within 600 feet of Swedish Cherry Hill, distributed a Press Release, and contacted the Neighborhood District Coordinator and local community groups.

DON received 20 applications to volunteer for the Swedish Cherry Hill SAC, and 11 were interviewed. Five (5) new SAC members, including one (1) required non-management institution representative, and one (1) alternate are being nominated for a total of six (6) voting members and one (1) alternate. The following are those persons recommended for appointment to the Swedish Cherry Hill SAC.

Once you have approved the list of recommended appointments, I will send out an appointment letter.





**City of Seattle**

Edward B. Murray, Mayor

**Seattle Department of Neighborhoods**

Kathy Nyland, Director

## MEMORANDUM

### Recommended Committee Members – By Name

Pos.	Name	Category	Notes
1	Julia Blum	b. A resident who is within 600 feet of the campus boundary d. A property owner f. A consumer group using the services of the institution	<ul style="list-style-type: none"><li>• Fine Arts professional at Amazon</li></ul>
2	Nate Coomer	i. A non-management representative of the institution	<ul style="list-style-type: none"><li>• A non-management representative of the institution</li></ul>
3	Justin Kliewer	c. A general neighborhood resident f. A consumer group using the services of the institution j. Expert or experience in architecture	<ul style="list-style-type: none"><li>• Architect - Housing</li></ul>
4	Catherine Koehn	a. Representative of an area community group b. A resident who is within 600 feet of the campus boundary d. A property owner f. A consumer group using the services of the institution g. Person participating in neighborhood planning j. Possesses expertise or experience in neighborhood organization and issues	<ul style="list-style-type: none"><li>• Public service professional at Corporation for National and Community Service</li><li>• Parent and active in her neighborhood network</li></ul>
5	Claire Lane	c. A general neighborhood resident d. A property owner f. A consumer group using the services of the institution g. Person participating in neighborhood planning j. Possesses expertise or experience in neighborhood organization and issues	<ul style="list-style-type: none"><li>• Public Policy manager, working with nonprofit social service agencies and organizations.</li><li>• Resident of the neighborhood since 1998</li></ul>





**City of Seattle**

Edward B. Murray, Mayor

**Seattle Department of Neighborhoods**

Kathy Nyland, Director

**MEMORANDUM**

- |          |                |  |  |
|----------|----------------|--|--|
| <b>6</b> | David Letrondo | <ul style="list-style-type: none"> <li>g. Person participating in neighborhood planning</li> <li>h. A general community or citywide representative</li> <li>j. Possesses expertise or experience in architecture or landscape architecture and building development</li> </ul> | <ul style="list-style-type: none"> <li>• Recent Swedish Cherry Hill CAC member</li> <li>• Architect</li> <li>• Experience with health care design/development projects.</li> <li>• Member of architectural team that designed portions of SCH</li> </ul> |
|----------|----------------|--|--|

- |            |                   |   |  |
|------------|-------------------|---|--|
| <b>Alt</b> | Jeff Dvi-Vardhana | <ul style="list-style-type: none"> <li>f. A consumer group using the services of the institution</li> <li>g. Person participating in neighborhood planning</li> <li>h. General community or citywide representative</li> <li>j. Expert or experience in architecture</li> </ul> | <ul style="list-style-type: none"> <li>• Past member of Swedish First Hill SAC</li> <li>• Squire Park resident until moving to Columbia City in 2016</li> <li>• Architect</li> </ul> |
|------------|-------------------|---|--|

**Proposed Committee Members – By Category**

Category	Representative(s)
<b>a</b> Representative of an area neighborhood group	1 - Catherine Koehn
<b>b</b> Resident within 600' of campus boundary	2 – Julia Blum, Catherine Koehn
<b>c</b> General neighborhood resident with the boundaries of adjacent neighborhoods	2 – Justin Kliewer, Claire Lane
<b>d</b> Property Owner	3 – Julia Blum, Catherine Koehn, Claire Lane
<b>e</b> Business person	0
<b>f</b> Consumer group using the services of the institution	5 – Julia Blum, Justin Kliewer, Catherine Koehn, Claire Lane, Jeff Dvi-Vardhana (a)
<b>g</b> Person participating in neighborhood planning	4 - Catherine Koehn, Claire Lane, David Letrondo, Jeff Dvi-Vardhana (a)
<b>h</b> General community or citywide representative	2 – David Letrondo, Jeff Dvi-Vardhana (a)







# City of Seattle

Edward B. Murray, Mayor

## Seattle Department of Neighborhoods

Kathy Nyland, Director

### MEMORANDUM

i	Non-management representative of the institution	1 – Nate Coomer
j	Expert or experience in areas such as neighborhood organization and issues, land use and zoning, architecture or landscape architecture, economic development, building development and education or medical services.	4 – Justin Kliewer, Catherine Koehn, Claire Lane, David Letrondo, Jeff Dvi-Vardhana (a)

#### Applied and Not Selected

	Name	Notes
1	Patrick Angus	Recent CAC member
2	Bob Cooper	Vice-Chair of SAC (2005-12)
3	Mary Pat DiLeva	Co-lead of Central Area Garden Club. Co-lead of Cherry Hill Community Council. Attended all CAC meetings and Hearing Examiner testimony
4	Dylan Glosecki	Recent CAC Vice-Chair. On Swedish Cherry Hill Integrated Transportation Board. Architect.
5	Jack Holland	Vice-President of the Squire Park Community Council. Attorney.
6	Jerry Matsui	"Mayor of 19th Ave". Family has lived on this block for three generations. Active in neighborhood groups.
7	Denise Matz	Currently on Seattle University SAC. HR Manager at NW Kidney Centers.
8	Troy Meyers	Member of the Squire Park Community Council, Central Area District Council, and City Neighborhood Council, and Chair of the East Precinct Advisory Committee. Squire Park SME. Business relationship with Swedish (CONFLICT OF INTEREST).
9	Jerome Mueller, MD	Semi-retired physician, owns commercial properties as well as a small business.
10	Dr. Jeffrey Perkins Jr.	Consultant to non-profit organizations, private corporations, and government.
11	Sonja Richter	Former employee of the Seattle Police Department as the Crime Prevention Coordinator in the East Precinct. Former SU SAC member
12	Aimee Schantz	Withdrew application - Active with FHIA. Background in health research





## City of Seattle

Edward B. Murray, Mayor

## Seattle Department of Neighborhoods

Kathy Nyland, Director

### MEMORANDUM

13	Vicki Schiantarelli	Active at one point or another with Squire Park Community Council, Providence Medical Center CAC, Central Area Neighborhood District Council, I-90 Development Advisory Committee, Seattle Community Council Federation, and 19th Ave Block watch/Squire Park Neighbors. City employee until Feb 2017 (CONFLICT OF INTEREST).
14	Aleeta Van Patten, MD	Retired physician, owns commercial properties, as well as a small business. Married to Jerome Mueller

I am available at your convenience to discuss these appointees or any other issues you might have.

Please sign below to confirm you approve the proposed committee members.

**Approved:**

December 8, 2016

\_\_\_\_\_  
Kathy Nyland, Director  
Seattle Department of Neighborhoods

\_\_\_\_\_  
Date

