

# **The Capitol Hill Champion**

A joint venture of

The Capitol Hill Chamber of Commerce and the Capitol Hill Community Council  
May 2010

## **Purpose and Scope of Work**

Major public investments in transportation infrastructure, policy changes at the local and regional level and shifts in the real estate market are bringing tremendous change to the Capitol Hill neighborhood. The pace of change will only accelerate as the economy recovers from the current recession. It is critical that an organized, unified voice emerge to champion the interests of the community, to preserve the unique character of Capitol Hill, and to shape the coming change to make it an embodiment of the shared values of our community.

The Capitol Hill Champion is a joint venture of the Capitol Hill Chamber of Commerce and the Capitol Hill Community Council that will rise to this challenge. The Capitol Hill Champion will advocate with decision makers to implement the policy changes, public investments and private partnerships necessary to realize the Capitol Hill community's vision for redevelopment on and around the Link Light Rail Capitol Hill Station.

The initial focus of the Capitol Hill Champion is the redevelopment of Sound Transit's surplus property at the Capitol Hill Station and the creation of a comprehensive urban design vision for Broadway. The TOD Recommendations Report prepared by Schemata Workshop and Makers serves as the basis for the work in this initial phase.

[http://www.capitolhillseattle.com/media/news/2010/2/6/Broadway\\_TOD\\_Report-3\\_Recommendations.pdf](http://www.capitolhillseattle.com/media/news/2010/2/6/Broadway_TOD_Report-3_Recommendations.pdf)

Using the TOD Recommendations Report, the Champion has begun and will continue to advocate on behalf of the Capitol Hill community with all appropriate parties. Working with the Champion Advisors and the community at large, the Champion will translate the recommendations outlined in the TOD Recommendations Report into specific, actionable policy proposals that will then be presented to both the Chamber of Commerce and the Community Council for ratification by the normal decision making process of each organization. As the policy proposals are ratified, the Champion will continue to advocate for execution of the community vision.

## **Steering Committee**

The general management of affairs and decision-making authority of the Capitol Hill Champion is vested in the Steering Committee.

The Steering Committee will strive for consensus, but reserves the right to make decisions by majority vote if consensus cannot be achieved within a reasonable timeframe.

Policy decisions must be ratified by both the Chamber of Commerce and the Community Council through the standard decision making processes of their respective organizations.

The Steering Committee will have the authority to speak for the Chamber of Commerce and the Community Council on issues relating to scope of work outlined above and to make any decisions necessary to execute the policy positions adopted by the two member organizations.

### **Membership and meetings**

The Steering Committee will consist of seven or nine members and must include at least one Community Council officer and at least one Chamber board member. The Steering Committee will recruit and choose its own members, subject to approval by the two member organizations.

The Steering Committee will meet as necessary to carry out the scope of work.

The initial membership of the Steering Committee consists of:

- · Catherine Hillenbrand (chair, Chamber and Community Council member)
- · Jennifer Power (Community Council Officer)
- · Chip Ragen (Chamber Board member)
- · Zef Wagner (Community Council Officer)
- · Mike Mariano (Chamber member)
- · Betsy Hunter (Capitol Hill Housing, Chamber member)
- · Michael Wells (Interim Chamber Executive Director)

### **Chair(s)**

The steering committee will elect a chair or co-chairs among its membership. The chair(s) will convene and preside over all meetings and approve all agendas. The chair(s) will be empowered to make decisions necessary to execute the positions adopted by the Steering Committee.

### **Reporting**

The members of the Chamber board and officers of the Community Council will report to their respective organizations every month and will serve as conduits for feedback between the Steering Committee and the member organizations.

### **Champion Advisors**

The Champion will convene an advisory council consisting of representatives from a broad and inclusive variety of Capitol Hill neighborhood stakeholders in order to advise the Steering Committee and ensure that the Champion's actions are truly representative of the community.

### **Membership and meetings**

The Advisors will consist of representatives of established organizations as well as representatives of more loosely organized interests. The Steering Committee will recruit and approve membership of the Stakeholders Group.

The Advisors will hold public meetings once a month in order to advise the Steering Committee. The Chair of the Steering Committee or her designee will convene and preside over all meetings and approve all agendas of the Advisors.

### **Additional outreach**

The Advisors will not be the only mechanism that the Steering Committee uses to conduct public outreach. The Steering Committee will develop a comprehensive outreach plan in order to create opportunities for the community at large to make their voices heard.

### **Task groups**

From time to time as needed, the Steering Committee may form task groups consisting of members of the Steering Committee or the Advisors or their designees and volunteers from the community. A chair will be designated at the time of formation. Task groups will be given a clear, written scope of work and timeline and will be dissolved when their scope of work is complete. Likewise, the Steering Committee may form strategic partnerships with other organizations in order to carry out the work necessary to further refine, develop, design and advocate for the Community's goals.

Example: The Creative Crossroads Project, staffed by Alison Van Gorp, Urban Policy Director of Cascade Land Conservancy, has selected Capitol Hill and our light rail station as a case study addressing the design, policy and funding challenges around creating cultural/community spaces in TOD developments. Cultural/community space has emerged as a high priority use in the community vision for the Sound Transit development sites.

The Community Crossroads Project will in effect serve as a task force of the Champion. Members of the Steering Committee and the Stakeholder group are serving on the Advisory Council being convened for Creative Crossroads.

- Our grant requires 3 deliverables:
  - Research case studies and best practices from around the country
  - Form an advisory group to help plan and facilitate a workshop/charrette
  - Hold a workshop/charrette that brings together design and policy professionals with community stakeholders to identify strategies for creating cultural/community space in a TOD project

The deliverables for this grant will inform the Champion's work and will help determine steps forward to achieving the goal of cultural/community space on the Sound Transit Broadway sites.

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Jennifer Power  
President  
Capitol Hill Community Council  
Dated: \_\_\_\_\_

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Christopher Persons  
President  
Capitol Hill Chamber of Commerce  
Dated: \_\_\_\_\_