

MEMORANDUM OF AGREEMENT

THIS MEMORANDUM OF AGREEMENT between the City of Seattle and Seattle Pacific University, establishes the composition of the Citizens Advisory Committee to assist in development of the University's Major Institution Master Plan, and rules related to committee vacancies, alternate members, ex- officio members, a standing advisory committee, and committee staffing.

WHEREAS, pursuant to SMC 23.69.032 the Department of Neighborhoods and Seattle Pacific University have developed a list of potential members to serve on the Citizens Advisory Committee for Seattle Pacific University; 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 Seattle Pacific University) and recommends them to the Council for confirmation; and

WHEREAS, the City Council's Land Use & Neighborhoods Committee has reviewed the Director's recommendation and determined that the members would provide a balanced, representative, and independent committee and has so recommended to the full City Council; and

NOW THEREFORE, IT IS AGREED BY THE CITY OF SEATTLE AND SEATTLE PACIFIC UNIVERSITY THAT:

SECTION 1 – INITIAL VOTING MEMBERS

The initial voting members of the Citizens Advisory Committee for Seattle Pacific University shall be the following persons, each of whom meets the criteria for appointment to the Committee and brings the desired skills described below:

| | Name | Code Categories/Skills Met* |
|---|-----------------|---|
| 1 | Eric Hanson | Categories: 2) Resident 3) Property owner Skills: b) Land use and zoning e) Building development |
| 2 | John Lovin | Categories: 2) Resident 3) Property owner 4) Business person 6) Person or organization directly affected by the actions of the institution Skills: a) Neighborhood organization and issues |
| 3 | Patreese Martin | Categories: 2) Resident 3) Property owner 7) Person participating in neighborhood planning Skills: c) Architecture or landscape architecture |
| 4 | Douglas McNutt | Categories: 2) Resident 3) Property owner Skills: a) Neighborhood organization and issues c) Architecture or landscape architecture |
| 5 | Nancy Ousley | Categories: 2) Resident 3) Property owner Skills: a) Neighborhood organization and issues b) Land use and zoning c) Architecture or landscape architecture f) Education and medical services |

| | | |
|----|----------------|--|
| 6 | David Rice | Categories: 1) Representative of area community group 2) Resident 3) Property owner 6) Person or organization directly affected by the actions of the institution Skills: d) Economic development |
| 7 | John Rush | Categories: 2) Resident 3) Property owner Skills: a) Neighborhood organization and issues |
| 8 | John Stoddard | Categories: 4) Business person 6) Person or organization directly affected by the actions of the institution 8) General community or citywide organization representative Skills: a) Neighborhood organization and issues b) Land use and zoning d) Economic development e) Building development |
| 9 | Sue Tanner | Categories: 2) Resident 3) Property owner Skills: b) Land use and zoning |
| 10 | Debra Sequeira | Non-management representative |

***Key to Categories and Skills:** SMC 23.69.032 states that persons may be appointed to the Citizens Advisory Committee from the following categories:

- 1) Representative of area community group;
- 2) Resident
- 3) Property owner;
- 4) Business person;

- 5) Consumer group using the services of the institution;
- 6) Person or organization directly affected by the actions of the institution;
- 7) Person participating in neighborhood planning; and
- 8) General community or citywide organization representative

The Code mandates that there be at least one person on the Committee from categories 7 and 8 above.

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

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

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

SECTION 2 – ALTERNATES

Before the City Council adopts the new master plan for Seattle Pacific University, vacancies that may occur among the voting committee 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 Committee above 12 members;
- b) Maintain a reasonable balance of interests, expertise, and experiences represented by the Committee, as determined by the Director of the Department of Neighborhoods; and
- c) Except for a vacancy occurring for the member serving as the non-management representative of Seattle Pacific University, 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 voting 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 additional vacancies may be filled by the Director of the Department of Neighborhoods without City Council confirmation, provided such appointments:

- a) Do not increase the size of the Committee above 12 members;
- b) Maintain a reasonable balance of interests, expertise, and experiences represented by the Committee, as determined by the Director of the Department of Neighborhoods

In making such appointments the Director of the Department of Neighborhoods will consult closely with Seattle Pacific University.

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

| | Name | Code Categories/Skills Met* |
|-------|--------------|---|
| Alt 1 | John Olensky | Categories: 8) General community or citywide organization representative Skills: b) Land use and zoning c) Architecture or landscape architecture |

SECTION 3 – EX-OFFICIO MEMBERS

Four non-voting ex-officio members of the Citizens Advisory Committee shall represent Seattle Pacific University, the Department of Neighborhoods, the Seattle Department of Planning and Inspections, 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 Seattle Pacific University.

SECTION 4 – APPOINTMENTS TO THE STANDING ADVISORY COMMITTEE


Following adoption by the City Council of a new Master Plan for Seattle Pacific University, 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 Seattle Pacific University 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 Seattle Pacific University to mutually agree upon appointment of 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 Committee above 12 members;
- b) Maintain a reasonable balance of interests, expertise, and experiences represented by the Committee, as determined by the Director of the Department of Neighborhoods

SECTION 5 - STAFFING

The Advisory Committees shall be staffed by the Department of Neighborhoods with the cooperation and assistance of Seattle Pacific University. Technical assistance will be provided by the Seattle Department of Construction and Inspections, the Department of Neighborhoods, and the Seattle Department of Transportation.

For Seattle Pacific University



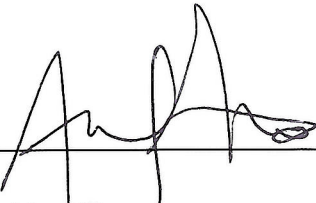
Dave Church,

Assistant Vice President, Facility Management

2-24-20

Date

For the City of Seattle



Andres Mantilla,

Director, Department of Neighborhoods

2-27/2020

Date

