

City of Seattle



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Director of the Seattle Department of Construction and Inspections

Confirmation Packet
November 4, 2015

Nathan Torgelson



**CITY OF SEATTLE - STATE OF WASHINGTON
OATH OF OFFICE**

STATE OF WASHINGTON

COUNTY OF KING

I, Nathan Torgelson, swear or affirm that I possess all the qualifications prescribed in the Seattle City Charter and the Seattle Municipal Code for the position of Director of the Seattle Department of Construction and Inspections; that I will support the Constitution of the United States, the Constitution of the State of Washington, and the Charter and Ordinances of the City of Seattle; and that I will faithfully conduct myself as *Director of the Seattle Department of Construction and Inspections.*

Nathan Torgelson

**Subscribed and sworn to before me
this 8th day of December, 2015**

Monica Martinez Simmons, City Clerk





City of Seattle
Edward B. Murray
Mayor

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CITY CLERK

November 4, 2015

The Honorable Tim Burgess
President, Seattle City Council
Seattle City Hall, 2nd Floor
Seattle, WA 98104

Dear Council President Burgess:

I am pleased to transmit to the City Council the following confirmation packet for my appointment of Nathan Torgelson as the City's Director of the Seattle Department of Construction and Inspections.

The materials in this packet are divided into two sections:

A. Nathan Torgelson

This section contains Mr. Torgelson's appointment and oath of office forms, his resume, and the press release announcing his appointment.

B. Background Checks

This section contains the report to the Mayor's Office on Mr. Torgelson's background check.

Nathan Torgelson has dedicated his career in the public sector to improving the relationship between communities and the built environment. As the current Deputy Director of the City's Department of Planning and Development (DPD), Nathan oversees the long-range planning and community engagement divisions of the Department and ensures that their work program is well integrated with DPD's other responsibilities – primarily development permitting and code enforcement.

Nathan has held a variety of positions at the City, where he has worked on community development issues, strengthening Seattle's economy at the Office of Economic Development, and the waterfront project for the Department of Parks and Recreation. Nathan also served as the Economic Development Director for four years for the City of Kent.

The Honorable Tim Burgess

November 4, 2015

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Nathan has a Master's Degree in City Planning from the University of North Carolina at Chapel Hill and is a graduate of the Urban Land Institute Northwest Center for Sustainable Leadership. I am confident that Nathan will be an innovative and highly effective leader of the newly created Seattle Department of Construction and Inspections and I urge you to confirm him to that position.

If you have any questions about the attached materials or need additional information, please contact Deputy Mayor Kate Joncas at 206-684-3790, or via e-mail, at kate.joncas@seattle.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "E. B. Murray", written over a horizontal line.

Edward B. Murray
Mayor, City of Seattle

SECTION

A



City of Seattle
Edward B. Murray
Mayor

November 3, 2015

Nathan Torgelson
Seattle, WA 98104
Transmitted via e-mail

Dear Nathan,

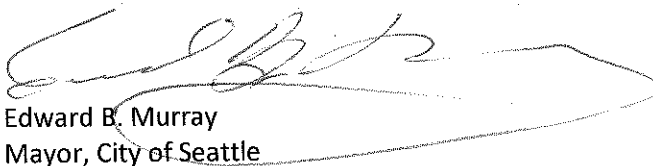
It gives me great pleasure to appoint you to the position of Director of the Seattle Department of Construction and Inspections effective January 1, 2016 at an annual salary of \$152,000.

Your term of office is four years and you serve at the pleasure of the Mayor. Your appointment as Director is subject to City Council confirmation; therefore, you will need to attend the Council's confirmation hearings.

Your contingent offer letter provided employment information related to the terms of your employment, benefits, vacation, holiday and sick leave. If you have questions about your employment with the City of Seattle please contact Susan Coskey, Human Resources Director, at 206-615-1622.

I look forward to working with you in your role as Director and wish you success. We have much work ahead of us, and I am confident that the Seattle Department of Construction and Inspections will thrive beyond expectation under your leadership.

Sincerely,




Edward B. Murray
Mayor, City of Seattle

cc: Seattle Department of Human Resources



City of Seattle Department Head Notice of Appointment

Appointee Name: <i>Nathan Torgelson</i>		
City Department Name: <i>Seattle Department of Construction and Inspections</i>		Position Title: <i>Director of the Seattle Department of Construction and Inspections</i>
<input checked="" type="checkbox"/> Appointment <i>OR</i> <input type="checkbox"/> Reappointment		Council Confirmation required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Appointing Authority: <input type="checkbox"/> Council <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Other:		Term of Office: <i>1/1/2016 to 1/1/2020</i>
Legislated Authority: <i>SMC 3.06.020</i>		
Background: <p>Nathan Torgelson has dedicated his career in the public sector to improving the relationship between communities and the built environment. As the current Deputy Director of the City's Department of Planning and Development (DPD), Nathan oversees the long-range planning and community engagement divisions of the Department and ensures that their work program is well integrated with DPD's other responsibilities - primarily development permitting and code enforcement.</p> <p>Nathan has held a variety of positions at the City, where he has worked on community development issues, strengthening Seattle's economy at the Office of Economic Development, and the waterfront project for the Department of Parks and Recreation. Nathan also served as the Economic Development Director for four years for the City of Kent.</p> <p>Nathan has a Master's Degree in City Planning from the University of North Carolina at Chapel Hill and is a graduate of the Urban Land Institute Northwest Center for Sustainable Leadership.</p>		
Date of Appointment: <i>11/4/2015</i>	Authorizing Signature (original signature): 	Appointing Signatory: <i>Edward B. Murray</i> <i>Mayor</i>

NATHAN G. TORGELSON

SUMMARY:

24+ years of increasingly responsible work in land use and economic development leadership, project management and policy development

EXPERIENCE:

City of Seattle, Washington: Deputy Director, Department of Planning and Development, May 2014--present

- Lead Planning Division staff of 36, responsible for City's Comprehensive Plan (Seattle 2035), area and community development planning, and land use code amendments.
- Lead Community Engagement staff of five, responsible for public outreach materials, media and community outreach.
- Work on cross-divisional and departmental projects involvement planning and permitting issues.
- Work with City Council, residents, businesses, special interest organizations and the media to communicate Mayor's land use and community development priorities.

City of Seattle: Special Projects Manager for Seattle Parks and Recreation and Finance Department, October 2009—May 2014

- Parks Department co-lead on Waterfront Seattle Project; negotiated partnership agreements with Seattle Aquarium and Pike Place Market, staffed citizen finance, partnerships and stewardship advisory groups.
- City project manager for SODO NBA/NHL Arena, proposed \$490 facility with \$200 million in public financing. Led Council briefings, weekly project meetings, RFQs for economic impact analysis.
- Led and supervised Parks staff team of 4 for real estate and strategic planning priority projects, including lease concession agreements for Sand Point/Magnuson Park, the Japanese Garden Teahouse, amendment to the Museum of History and Industry's (MOHAI) lease in the Armory Building at Lake Union Park, and Parks' Joint Use Agreement with the Seattle School District.
- City's lead liaison to USA Bid Committee to secure Seattle as a FIFA World Cup™ host city in 2022; represented the City of Seattle in presentations to the USA Bid Committee in New York City, November 2009.

City of Seattle: Community Development Manager for Mayor's Office of Policy and Management, June 2006—October 2009

- Led and supervised team of 9 responsible for all land use and planning, housing and economic development policy and budget issues for Mayor Greg Nickels, and oversaw Mayor's Action Agendas and policy programs for South Lake Union, Northgate, South Park, North Aurora, Southeast Seattle Transit Oriented Development along Seattle's LINK light rail line and acquisition from School District of surplus schools by master tenants.
- Mayor's designee on Governor's Container Ports Task Force and on State Department of Commerce Regional Transfer of Development Rights Policy Advisory Committee.
- Work with City Council, residents, businesses and the media to communicate Mayor's community development priorities and legislative proposals.
- Worked with team of four to negotiate purchase and sale agreements from major property owner in South Lake Union for Mercer two-way corridor project, including review of TIGER grant application to federal government.

City of Kent, WA Economic Development Director, May 2002—June 2006

- Led City's economic development program, including business attraction and

- retention, lobbying before State legislature, and liaison with Kent businesses.
- Negotiated joint use agreement with Sound Transit for use of parking garage next to Sounder commuter rail line.
- Managed downtown revitalization development of Kent Station, \$100 million town center project, including development agreement and purchase and sale agreement negotiation, appraisal review, media and community relations and Council approval, gaining support of existing key downtown retail merchants.
- Secured over \$650K in grants to start Center for Advanced Manufacturing.
- Managed \$11.5 million sale of City property to a single family home builder.
- Wrote Kent's Strategic Economic Development Plan 2003-2008 (won 2004 International Economic Development Council (IEDC) Best Research Report).
- Recruited and supervised City's first Communications and Marketing manager.
- Leveraged Kent's lodging tax dollars by collaborating with Seattle Southside.

City of Seattle, WA, Manager of Community Development for Office of Economic Development (OED); March 1997—May 2002

- Managed City's South Lake Union (SLU) economic development strategy, including sale of 4 acres of City property to Vulcan, Inc for \$21 million, Lake Union Park development and transportation improvements.
- Supervised staff of four who oversaw City's neighborhood business district program and annual \$2.5 million CDBG program for community development.
- Partnered with Downtown Seattle Association (DSA) to secure Council approval for downtown wide Metropolitan Improvement District (MID).

City of Seattle, WA, Department of Planning and Development (DPD); Land Use Planner, December 1990—March 1997

- Researched and wrote land use policies and codes, including university and hospital planning, mixed use development, billboards and accessory housing.
- Reviewed and managed development applications for compliance with SEPA, Shoreline Management Act, Land Use Code, transportation management.

EDUCATION:

The University of North Carolina at Chapel Hill, Chapel Hill, NC

- Master of City and Regional Planning, May 1990

Gustavus Adolphus College, St. Peter, MN

- Bachelor of Arts--*Magna Cum Laude*, Geography, May 1988
- Academic Assistant in geography department
- National Council for Geographic Education Award for excellence of scholarship
- Awarded Hollingsworth Key, to male senior athlete with highest GPA

CERTIFICATIONS

American Institute of City Planners (AICP)

University of Washington: Certificate Program in Commercial Real Estate, 2007-08

National Development Council

- Housing Finance and Economic Development Professional Certification, 1997-99

**PROFESSIONAL
ACTIVITIES/
AWARDS:**

- **Urban Land Institute (ULI) Rose Fellow** (2015)
- **Northwest ULI Center for Sustainable Leadership** (2013-14)
- **Member: ULI, American Planning Association**
- **Advisory Board, UW Certificate Program in Real Estate** (2009- present)
- **Kent Chamber of Commerce Government Employee of the Year, 2006**

**COMMUNITY
SERVICE:**

- **Northwest Choirs (Northwest Boychoir and Vocalpoint! Seattle), Board President** (2014- president) and Board Member (2012-present).



City of Seattle
Edward B. Murray, Mayor

NEWS RELEASE **FROM THE OFFICE OF THE MAYOR**

FOR IMMEDIATE RELEASE:

Contact: Jason Kelly, Mayor's Office Press Secretary, 206.684.8379

Murray Announces New Strategy for City Planning

SEATTLE (June 23, 2015) – To better manage planning and investments in rapidly growing Seattle, Mayor Ed Murray today signed an executive order to create a new Office of Planning and Community Development to integrate strategic planning functions from across city departments into one single entity.

“We have moved beyond the debate about whether we should allow growth – growth is already here,” said Murray. “When we develop new housing in a neighborhood, we must ensure we also have adequate open space, transportation and access to jobs, social services and other amenities. How we grow and how we invest will go hand in hand.”

Seattle is currently one of the fastest-growing cities in the nation, on pace to permit 9000 new housing units this year – 30 percent more than 2014. Seattle will be home to another 120,000 residents and 115,000 jobs by 2035.

The new office elevates the planning functions of the Department of Planning and Development (DPD) to manage Seattle's construction boom and job growth, while also coordinating public investments in transportation, parks and housing. This office will be composed of planners with expertise in a range of subjects across city departments.

The office will also act as a single point of contact for Seattle residents who have concerns or comments about City planning and investments. The Department of Neighborhoods, led by new director Kathy Nyland, will help facilitate a new approach to community engagement.

“We need an entry-point for community concerns about how we preserve the Seattle that drew us all here in the first place,” said Murray. “And most importantly, this office will help us develop a shared vision for what kind of city we want Seattle to become.”

The mayor also announced that longtime director of DPD, Diane Sugimura, intends to retire later this year after more than three decades of service to the City of Seattle.

“On behalf of the people of the Seattle, I want to extend my thanks to Diane,” said Murray. “I look forward to Diane’s continued contribution to this important conversation on managing growth, as well as her insights in what we are looking for in the next generation of leaders in Seattle planning.”

Over the last two decades, the City has successfully channeled new housing into urban villages to create planned density. Nearly 75 percent of growth has been focused into Seattle’s Urban Centers and Urban Villages.

“My 37 years with the City have been an amazing roller coaster of activity and change,” said Sugimura. “I’ve been fortunate to have been part of these exciting and challenging times. I look forward to helping create the new Office of Planning and Community Development, which will provide an integrated and equitable approach to city growth.”

As integrated planning is elevated to the new Office of Planning and Community Development, the existing regulatory functions of the Department of Planning and Development – permits, code enforcement and inspections – will be housed in a separate agency to be named later. Nathan Torgelson, currently the deputy director at DPD, will lead that agency. Torgelson has 25 years’ experience in planning and economic development in various roles in the cities of Seattle and Kent.

The mayor’s September budget submittal to the City Council will include a detailed plan for both agencies. City departments participating in this planning process include: Department of Planning and Development, Transportation, Parks, Public Utilities, City Light, Housing and Economic Development.

-MoS-

SECTION

B



City of Seattle

Edward B. Murray, Mayor

Seattle Department of Human Resources
Susan L. Coskey, Director

Date: November 16, 2015

To: Adam Schaefer, City Budget Office

From: Bailey Spingola for Melissa Beatty, HR Manager
Seattle Department of Human Resources

Subject: **BACKGROUND CHECK – Nathan Torgelson**

The HR Department has received a copy of Nathan Torgelson's background check run by A-Check Global. There were no findings that would impact the employment eligibility of Mr. Torgelson.

cc: Personnel File

