



STATE OF WASHINGTON
DEPARTMENT OF COMMERCE

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Interbay Public Development Advisory Committee Meeting #1

September 18, 2018

9am - Noon

1601 West Armory Way, Seattle, WA, 98119

Attendance: Representative Gael Tarleton, Senator David Frockt, Commissioner Courtney Gregoire, Honorable Gary Locke, Doris Koo, Brian Lloyd, Colonel Adam Iwaszuk, Mark Barkley, Alice Zillah, Sean Ardussi

1. Welcome and Introductions

- a) Committee members and Commerce staff provided introductions
- b) Commerce provided an overview of key work elements that the committee will be working on.
- c) Open Public Meetings Act overview - Commerce reminded committee members that following consultation with the Assistant Attorney General, it was determined that meetings of the Interbay Public Development Advisory Committee are subject to the Open Public Meetings Act (OPMA). The committee was reminded to review the OPMA training video provided by the Attorney General's office.
- d) Following discussion of OPMA requirements, the committee decided to make time for public comment after all the committee meetings, and not to just wait for the required three public meetings.

2. Committee Process and Procedures

- a) The committee discussed establishing leadership and chose to have co-chairs represent the interests of the committee. Representative Gael Tarleton nominated the Honorable Gary Locke as a co-chair, and Doris Koo nominated Representative Gael Tarleton as the other co-chair. Gael Tarleton nominated that Sean Ardussi serve as committee secretary. The nominations were seconded and the committee unanimously decided to have the Honorable Gary Locke, and Representative Gael Tarleton serve as co-chairs for the committee, with Sean Ardussi serving as secretary.
- b) The committee unanimously decided that a majority of committee members will be considered a quorum and established majority vote for the purposes of committee business.
- c) The committee discussed the timeline as required in the proviso to have the final report delivered to the legislature and the Governor's office by June 29, 2019, and that the committee will terminate on June 30, 2019. Committee members agreed that this was insufficient time to conduct the needed analysis, to consider alternatives and recommendations, and to adequately inform and engage the public.
- d) The committee expressed a desire to have the required public meetings:
 - i. Track with consultant deliverables



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- ii. Provide the opportunity to listen to stakeholders
 - iii. To keep the public informed and engaged throughout the process
 - iv. Add one additional public meeting to reveal findings from the draft final report
- e) A motion to extend the schedule for the work of the Interbay Public Development Advisory Committee is made by Brian Lloyd. The Honorable Gary Locke makes an amendment to the motion to advance the newly proposed schedule by two weeks. Brian Lloyd agrees and the motion passes. The committee unanimously decided to adopt the following schedule for final deliverables:
- i. September 15, 2019 – Draft final report
 - ii. October 1, 2019 – Final public meeting
 - iii. November 15, 2019 – Deliver final report to the legislature and governor's office

3. Washington Army National Guard Interbay Advisory Briefing

Colonel Adam Iwaszuk provide a detailed briefing on the Washington National Guard and the use of the Seattle armory site. The briefing included detailed information regarding the federal military construction (MILCON) funding and authorization process. The full presentation is available on the project website.

<http://www.commerce.wa.gov/interbay>

4. Discuss Consultant Procurement Process

The three committee members volunteered to serve on a procurement process team: Doris Koo, Brian Lloyd, and Representative Gael Tarleton. This team will meet in person, phone, and/or email to work on details that need to be included in the RFP for consultant services. A draft RFP will be circulated to the entire committee in advance of the next meeting and prior to releasing the RFP.

5. Next Steps and Adjourn

The committee decided to hold the next meeting in the same room at the armory site on Monday October 15, 2018 from 10:00 am – 12:30 pm holding the last 30 minutes for public comment.