

CITY OF BELLEVUE
BELLEVUE PLANNING COMMISSION
RETREAT MINUTES

November 13, 2019
6:30 p.m.

Global Innovation Exchange
12280 NE District Way, Room 145

COMMISSIONERS PRESENT: Chair Barksdale, Commissioners Carlson, Laing,
Malakoutian, Morisseau, Moolgavkar

COMMISSIONERS ABSENT: Commissioner deVadoss

STAFF PRESENT: Emil King, Nicholas Matz, Mac Cummins, Kate Nesse,
Marci McReynolds (Conflict Resolution Center.)
Department of Community Development; Matt McFarland,
City Attorney's Office; Mike Brennan, Trisna Tanus,
Department of Development Services; ▼

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Resolution Center¶

COUNCIL LIAISON: Mayor Chelminiak

GUEST SPEAKERS: None

RECORDING SECRETARY: Gerry Lindsay

1. CALL TO ORDER

The meeting was called to order at 6:37 p.m. by Chair Barksdale who presided.

2. ROLL CALL

Upon the call of the roll, all Commissioners were present with the exception of Commissioner deVadoss, who was excused.

3. APPROVAL OF AGENDA

A motion to approve the agenda was made by Commissioner Laing. The motion was seconded by Commissioner Ferris and the motion carried unanimously.

4. REPORTS FROM CITY COUNCIL, BOARDS AND COMMISSIONS – None

5. STAFF REPORTS – None

6. ORAL AND WRITTEN COMMUNICATIONS

Ms. Maria Noreña, 10610 NE 9th Place, said she is an independent consultant focused on sustainable smart cities. She said she moved to Bellevue ten months ago from Birmingham, Alabama, and has been enjoying the city very much. She said she was excited to hear the conversation of the Commission.

7. PUBLIC HEARING – None

8. STUDY SESSION

A. Annual Planning Commission Retreat

1. Welcoming Remarks

Chair Morisseau welcomed everyone present and thanked the staff for putting the retreat materials together. She said she was excited to hear the conversation about how the Commission, staff, City Council and community can work better together. She took a moment to thank former Comprehensive Planning Manager Terry Cullen for his services to the city and the Commission. She said she would always remember Mr. Cullen as a very caring person who made everyone feel important. Chair Morisseau also congratulated Commissioner Barksdale on his election to the City Council.

Chair Morisseau said she participated with staff in giving a presentation to the City Council on November 4 regarding the annual Comprehensive Plan amendments. She noted that the Council indicated it is onboard with the transportation CPA and will move forward with it in December. With regard to the plan process Land Use Code amendment, the Council noted its appreciation for the work done by the Commission, had a thorough discussion about the proposal, and directed the staff to draft an ordinance for discussion and action on December 2.

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Mayor Chelminiak added his welcome of everyone present. He congratulated Commissioner Barksdale on his election to the Council and said he would do a terrific job. He pointed out that the Planning Commission is an important element of the City of Bellevue, particularly so as the city continues to face growth pressures. While planned for, growth has occurred much faster than anticipated. Over the coming four- to ten-year period, the Commission will be intimately involved in working on behalf of the Council and the citizens of Bellevue in making smart decisions.

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Community Development Director Mac Cummins said he was excited to embrace the opportunity for the Commission and staff to get together to talk about big picture things, where the city is going, and more importantly why the city is going there. It can easily be overlooked that good planning involves a myriad of decisions. In downtown Bellevue alone there is some 10.5 million square feet of development on the ground, and 9 million square feet currently in the permitting process. That growth can be tied in large part to the work of the Commission on the Downtown Livability Initiative. The city is also thinking about new ways of doing business, including public/private joint ventures. The Bellevue Downtown Association recently visited Clyde Warren Park in Dallas, which is a great example of public investment being leveraged to spur private investment. Mr. Cummins said the Commission may at some point be interested in, and could benefit from, hearing from other groups that are influential in the Commission's decision points without being directly a part of those decision points. For example, the economic development strategy the Council puts in place has a lot to do with what should be considered relative to physical placemaking. Going forward, staff could be made available to visit with the Commission to talk about influential components.

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Department of Development Services Director Mike Brennan said there is excitement in the air as things happen in the city. He stressed that the work of the Commission affects the city's long-term growth. Taking the time to regroup and reconnect is good for the group ahead of the work to be done in 2020.

2. Overview of Agenda

Marci McReynolds with the city's Conflict Resolution Center, in her role as the meeting moderator, said the agenda tonight included a focus on trends and demographics, followed by a look at the future, and "the how" of how the Commission and staff work together in terms of existing operational guidance, norms and values perspective, and communicating during meetings.

City Demographer Kate Nesse shared with the Commissioners a map of the city showing the disbursement of the population by race in 1990. She noted that the city was far less densely populated and was predominantly white. She then showed maps with data from 2000, 2010, and 2013-2017, pointing out the degree to which Bellevue has changed in terms of density and diversity. The increased density in the Downtown in particular has occurred exactly as planned in the Comprehensive Plan. She pointed out that some areas had not changed much at all, particularly the area along Lake Sammamish, and commented that depending on where one lives in the city, their experience over the past twenty-five years will differ from others.

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With regard to age, Ms. Nesse noted that compared to the Puget Sound region as a whole, Bellevue has a lot more people in the early career and late retirement age cohorts. The general expectation is that those in the early career age cohort will be having children, but in Bellevue that has not been the trend. Part of the reason could lie in Bellevue's housing stock and what is being constructed. There has been a 34 percent increase in small homes having one or fewer bedrooms since 2010, predominantly in multifamily developments. The housing stock that was built before 1940 represented a wide range, but that range has become increasingly more narrow. About 75 percent of the multifamily housing stock built since 2010 has been zero or one bedroom, and those units are generally occupied by persons who are young and without babies. Between 2010 and 2018 the opposite has been true where the vast majority of the single family homes built have four or more bedrooms. During that timeframe, there has been a 27 percent increase in four-plus bedroom mega homes. In raw numbers, there has been a two or three percent decrease in two- and three-bedroom homes, both in single family and multifamily developments. Land values are increasing in Bellevue and small single family homes will not match up to the land value, so the obvious choice is to build mega homes.

Ms. Nesse pointed out that income inequality has been increasing over time. She shared with the Commissioners a chart showing incomes by quintile, which 20 percent of the population in each of five equal ranges of income categories. The lowest quintile was for those making less than \$50,000 annually, and the highest was for those making more than \$200,000 per year. She said it could be expected that the chart lines for each quintile would run parallel to each other on the principle that a economic rising tide raises all boats equally. Instead, while incomes in the lowest quintile have increased since 2010, incomes for the highest quintile have increased far more. Between 2010 and 2018, the distance between the bottom of the top 20 percent and the top of the bottom 20 percent grew by 27 percent. While not unique to Bellevue, it is something to keep in mind in planning for the future.

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Department of Community Development Assistant Director (Planning) Emil King said when the staff get into any project they want to have data up front that will be valuable to the work.

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Chair Morisseau asked what the data means for the Commission relative to decisions to be made in the future. Ms. Nesse said decisions should always be based on good data. She pointed out that about 74 percent of all multifamily units in the city are served by the Frequent Transit Network documented in the Transit Master Plan. That means multifamily is being built where there is access to transportation, but that also means that 16 percent of multifamily units are not served

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by the Frequent Transit Network.

Mr. Cummins said the city's Affordable Housing Strategy contemplates the creation of 2,500 units over ten years. The data that shows most of the units being built have zero to one bedroom, and that translates into a lack of production of family sized units. If there is a desire to have Bellevue be a holistic community over time, there will have to be decisions made that will encourage the building of family units.

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Mayor Chelminiak commented that houses are getting much larger, with far more bedrooms, yet the data does not necessarily show that there are more families. He said that is something that should be explored. He also pointed out that the high number of multifamily units having access to the Frequent Transit Network is by design, documented by the Transit Master Plan. The Frequent Transit Network has been designed to serve the areas with the most density, which primarily is where the multifamily units are.

Commissioner Barksdale asked if efforts are under way to increase qualitative data and look at it in relation to the quantitative data. Ms. Nesse said she has not done that yet, but agreed it would be good to do.

Commissioner Malakoutian asked if there is a correlation between number of bedrooms to total square footage. Ms. Nesse said in general, the more bedrooms the more square footage. She said houses in general have gotten larger, so even a one-bedroom unit today is larger than it was in 1950.

3. Looking Into the Future

Mr. King shared with the Commissioners a citywide comprehensive planning map. He said specific effort is put into focusing growth in certain areas of the city, and stressed that where growth is expected, good transit options are needed. He highlighted Bellevue's transit-oriented development growth corridors. A sound plan for developing the Downtown was put into play in the 1980s, and in the mid 2010s additional attention was given to the Downtown Livability Initiative. The planning for the Bel-Red corridor was done between 2006 and 2009 and the work provided a huge lift, and new urban neighborhoods are being built there. The next ones coming along are East Main and the Wilburton area. Those corridors are contiguous and together with Downtown are about the same area as downtown Seattle, Pioneer Square and South Lake Union at some 1600 acres. The growth corridors also fit very nicely with the half-mile walksheds around light rail stations. The light rail system is about three and a half years out from opening in downtown Bellevue. Another big framing piece is the Eastside Rail Corridor, which has been rebranded to East Rail.

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The Wilburton work is focused on a 230-acre area, which has a small overlap with the old Bel-Red planning area. It offers a great opportunity to focus Planning Commission and Council efforts over the next couple of years to allow true transit-oriented development to happen there. With regard to the Grand Connection vision, which is the area between Old Bellevue and City Hall and which has been the planning phase for some time, the Commission in the next year or so will take up the design guidelines and code amendments, particularly for Sequence One.

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Senior Planner Nicholas Matz said the major Comprehensive Plan update, officially called the periodic plan update, is an important part of the work done by the Commission. The Comprehensive Plan is the city's foundational policy document. While it is allowed to be tweaked on an annual basis through the annual amendment process, major updates to the plan

occur every eight years. The community will be invited in to be part of the process. The next update must be submitted to the state by mid-2023. Update objectives could be to reflect local values and priorities, address the long-term needs of the community, strengthen the policy foundations for city decisions, and make the plan more accessible and usable so that it remains an effective tool. The Commission's key role in the update process cannot be understated.

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While getting ready for the major update, regional background work will be undertaken, some of which is already under way. Vision 2040, the regional long-range plan, will be extended to 2050, and that work will be done in 2020. The Countywide Planning Policies will also be updated; they are the policies that sit between Vision 2050 and local plans. The jurisdictional Growth Targets for population and housing will be updated and ratified along with the Countywide Planning Policies in 2021. The targets will be reviewed again in 2022 prior to the final stretch of the Comprehensive Plan update. Before growth targets are completed, King County and the cities will be working to update the Urban Growth Capacity (previously, known as Buildable Lands.) That work is well under way and is expected to be ratified in late 2020.

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Mr. Matz said engagement is a hallmark of the Comprehensive Plan update process. To that end the city and the Commission will be heavily engaged with the public. Periodic update statute directs the city to document the various ways in which the community is engaged, the topics talked about, and the manner in which public comments are brought forward.

Commissioner Barksdale asked how the work will align with updating the city's economic plan and neighborhood area planning. Mr. Cummins said the economic development plan update will be completed in mid-2020 and it will serve as an informing document for a number of things in the Comprehensive Plan. It will outlive the next major Comprehensive Plan update.

Neighborhood area planning—Great Neighborhoods—is about ready to relaunch but it is entirely likely that not all of the neighborhood plans will be addressed before the next major Comprehensive Plan update.

4. Break

5. Working Together – Existing Operational Guidance; Norms and Values Perspective; Communication

Moderator Marci McReynolds commented that the existing Planning Commission guiding principles were put together by the Commission in 2014. She suggested reviewing them to determine what is working well, what is obsolete, and what needs to be added. She allowed that there is not a lot in the principles about the roles and responsibilities of the Commissioners, which are spelled out in the standards and practices, and she suggested the Commissioners should take the time to review them.

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Chair Morisseau asked Commissioner Laing to provide some historical context for why the guiding principles were created. Commissioner Laing said while the date on the Commission's standards and practices reads 2016, in fact the genesis of the two documents goes back to 2011-2012 at a time when there was a rift between fellow Commissioners, between the Commission itself and the staff, and between the Commission and the City Council. There was much going on in the city at the time, including tensions around light rail and the economic downturn. He said he was appointed to the Commission by the narrowest of votes, with the deciding vote cast by his opponent in Commissioner Laing's failed candidacy for City Council.

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Continuing, Commissioner Laing said he landed on the Commission when it was beset by a lot

of politics and mistrust. There was a sense of us against them, with the “them” including the Council and the staff. He said the Commission was decidedly dysfunctional during his first year as a member. While the Commission was able to check all the boxes in moving issues along, it was dysfunctional in terms of the way the Commissioners treated one another, the staff and the Council. The Commission held a retreat in 2012 that proved to be a watershed moment given that all of the tensions were on full display in the form of tears and raised voices. The retreat, however, began the healing process, as did the natural process of having new members appointed to the Commission, though it was not until 2016 that the Commissioners agreed to draft and approve the guiding principles. There was a desire for the Commission never to go back to where it was. One problem lay in the fact that there was ambiguity and misunderstanding about the role of the Commissioners, the staff and the Councilmembers, and it was determined there would be value in having adopted guiding principles.

There was agreement to read through the five guiding principles focused on Trust and to indicate whether the degree to which the Commission is following them.

Commissioner Malakoutian commented that during his time on the Commission he had seen nothing but respect on the part of the Commissioners. While differing opinions have been evident, the Commissioners have treated each other with respect and trust. The same has been true between Commissioners, staff and the Council.

There was agreement on the part of the Commissioners that all five of the trust guiding principles were being followed by the Commissioners.

Chair Morisseau asked staff to weigh in on the trust principles. Mr. King said as someone who has worked on many issues with the Commission, he agreed that the trust principles were being followed. He said both with complicated and simple issues, there is a high level of respect for the information brought to the Commission from the staff. He added that after the bulk of the issues for any given topic have been solved and the focus turns to what is a clear policy debate, staff brings to the debate a professional subject matter opinion to the Commission and the Council. He said policy debates are always political, but even so there is a level of trust and respect for the work of the staff.

Commissioner Laing stressed that how things are currently with the Commission is far and away from where the Commission was in 2012. He said it is almost inconceivable that things were the way they were then. It was truly astonishing. The Commissioners at that time would get absolutely exercised if the staff did not agree with them on a recommendation, and would take steps to counter the staff as issues were presented to the Council. The view often taken was that the staff were seeking to undermine the Commission. Additionally, the Commission would be upset if the Council chose not to simply rubber stamp their recommendations. Nothing of that sort has been heard from the Commission for some time now.

Mr. Cummins allowed that he is fairly new to the city and did not live through what Commissioner Laing described. He said while some staff who went through the troubles may have a “here we go again” attitude as issues arise as a result of being battle-scarred, the fact is things are absolutely heading in the right direction. However, he added that in his two years with the city he has seen some things that gave him cause for concern in terms of a lack of trust in the staff.

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Ms. McReynolds invited the Commissioners to comment on things that have happened with the staff that caused tremors.

Commissioner Laing said he **felt he** was responsible for the two largest kerfuffles of the last couple of years. One involved East Main and the other involved **Downtown Livability**. He said he believes in holding himself accountable and to that end has apologized to his fellow Commissioners and staff on numerous occasions. He allowed that his tone during the East Main discussion about a year ago was not good or appropriate, and the result was that he offended some of his fellow Commissioners.

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Department of Development Services Director Mike Brennan said he was along for the ride with the Commission during the tumultuous years. He said things have clearly changed, though he allowed that there are clear memories on the part of some staff. The guiding principles are needed to serve as a reminder of how the Commission and the staff agreed to operate and behave.

Commissioner Barksdale commented that the Commission reaching a different conclusion from the staff does not necessarily result from a lack of trust. The East Main issue is a case in point in that the conclusions reached by the Commission and the staff were not identical. The question is what to do when there is a difference of opinion or a different conclusion.

Mr. Cummins said that a lack of trust was not at all the issue in the East Main situation. The job of the staff is to provide professional advice. Not allowing the staff to provide their advice, or simply putting down the advice of staff, certainly could lead to trust issues.

Commissioner Moolgavkar pointed out that the disagreements and trust issues raised occurred some time back and she suggested there should have been an open conversation about it a long time ago. Trust cannot be built if issues do not get immediately resolved. She applauded the professionalism that has not let the issue cloud moving forward. Ms. McReynolds noted that approach was spelled out as a guiding principle under the communication heading.

Focusing on the first guiding principle under the communication section, Mayor Chelminiak said he did not believe the Council had given clear direction on a couple of major issues. In those instances there were usually two voices on one side and two voices on the other side, and the process of seeking common ground and wordsmithing things ran out the clock, leaving the Council to just adopt anything. That approach proved to be a significant issue for the East Main study, as well as for the issue of skybridges in the **Downtown**. He said he hoped that would not be the case going forward, adding that he hoped the Council would ask the staff to help gather that direction.

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Ms. McReynolds asked Mayor Chelminiak how the Commission should go about seeking specific direction. Mayor Chelminiak allowed that Council time is precious and there are a lot of competing issues trying to get before the Council. Where there is real confusion, however, the Commission should simply ask the Council through staff for clarification.

With regard to the principle of making professional and actionable requests of staff, Commissioner Laing said during a specific multi-year study the Commission got to the point of asking staff to do thing that were outside their role. Things got way outside the box. The principle that was adopted actually came as a recommendation from the staff.

Mr. King noted that written into the bylaws and the guiding principles, the staff serve as subject matter experts for the Commission. Where there are requests made that require outside consultant help, and where there is a budge to do so, consultants will be brought on board.

Chair Morisseau asked if the staff feels it has a way of communicating to the Commission should they feel a request made of them is not professional or actionable. Mr. King said one thing that would help where such a request is made during a meeting would be to allow staff to think about it and give an answer at a future meeting. The staff are busy with the things that are before the Commission, but they are also focused on a host of other non-Commission projects.

Commissioner Moolgavkar said during the East Main study where the pedestrian bridge was the focus, staff was clearly not comfortable with a request made by the Commission. She said it could have been because the request was not within the purview of staff, or because the staff did not agree with the recommendation of the Commission to consider a pedestrian bridge. Mr. Cummins said the overall work plan for the department is set by the city manager, and the staff work with the Council across all departments to make sure its strategic plan is executed. There could be a scenario in which the Commission wants the staff to go do some body of work that is not staffable or resourced. If something comes up, particularly on the fly, it should be evaluated from a professional or legal standpoint to avoid having the Commission direct a work plan. The Commission should expect such delays.

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Mr. Brennan concurred, and then provided his characterization of resource limitations. He noted staff are always working on a range of issues, some of which are before the Commission and some of which are not. Any request made by the Commission, particularly those that will require a significant investment in time and resources for issues that may be on the edge of what the staff believes is the scope of what is before the Commission, should involve stepping back to make sure things are clarified, and only makes sense. Pushing the resource envelope can create conflicts when going back before the Council.

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By way of adding context relative to the East Main discussion, Commissioner Barksdale said the Commission was at a point where it had to make a decision and send the issue to the Council. The decision the Commission was faced with was whether or not to include an additional recommendation to the Council regarding the pedestrian overpass. A future way to avoid such conflict would be to move the Comprehensive Plan amendment public hearing up earlier in the process to avoid having it bump up against the schedule for sending an issue to the Council. Mr. King suggested that notion could be added in the Deliver Results section of the guidelines.

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Chair Morisseau suggested that when a request is made by the Commission, and the staff believes it needs to step back and take the time to determine scope and resources, that should be communicated to the Commission. The Commission would benefit from knowing that a request made of staff is not just sitting somewhere not being addressed.

Commissioner Barksdale stated that the staff do a really good job with delivering packet materials that are concise and professional. He said he would like to see staff also deliver alternatives against some criteria. In the past there have been occasions when staff simply put forward their recommendations along with their rationale without offering any alternatives. Mr. King said he would need to know how many alternatives the staff should offer up, and the expectations of the Commission regarding the level of analysis and comparison on the criteria for any other options. He pointed out that there have been times when the staff did provide specific alternatives. In developing recommendations, it is standard practice for the staff to consider different options, but they are not always presented to the Commission in a written narrative.

Mr. Matz added that the earlier things arise in the process, the more likely the Commission will be presented with alternatives that will direct staff research. When the staff delivers a

| recommendation, it is unlikely that it will come with alternatives.

Chair Morisseau agreed that the staff produce an excellent packet with good materials and data. She suggested the last part of the eighth guiding principle that calls for staff to do just that is no longer needed as part of the principles. Commissioner Malakoutian said the fact that something could change in the future, making the section necessary again. He suggested leaving it in and agreed that the staff have met and exceeded what the guideline calls for.

Commissioner Ferris noted that on occasion certain Commissioners take a lot of air time during a meeting, making it difficult for other Commissioners to insert their views. She praised Chair Morisseau for her running of meetings in a way that gives other Commissioners the opportunity to speak.

Commissioner Laing said the approach referenced is not but should be included in the guidelines. Ms. McReynolds proposed continuing to work through the rest of the guidelines before turning the focus to how the Commissioners should communicate with each other. At that stage some items may get added to the document.

Chair Morisseau commented that in her early days on the Commission she found it very uncomfortable to speak up, even though she is a very assertive person. She asked Commissioner Ferris what her experience had been. Commissioner Ferris said she was indeed experiencing the same discomfort. She allowed that while everyone has been warm and welcoming, and that she had not felt her opinions or thoughts would not be accepted by the group, the fact is there is so much to learn and experience. Ms. McReynolds put in the parking lot the issue of encouraging new Commissioners to speak up during discussions.

Turning to the guideline aimed at productively resolving conflicts in real time as they occur and not allowing escalation, Commissioner Malakoutian suggested the approach is somewhat idealistic and possibly not practical. In the heat of the moment, it is cliché to suggest issues can be resolved without escalation. Often a separate meeting is needed to talk about the issues. There should be an understanding that the “real time” phrase does not necessarily mean during the meeting in which the conflict arose.

Commissioner Ferris suggested the chair and/or vice-chair should poll Commissioners sometime later after a tense meeting to gauge how people are feeling and if there are still tensions. That could help drive a timely response to resolving conflict. Chair Morisseau agreed but stressed that those who are having the conflict should be part of the conversation at the right time.

There was agreement among the Commissioners regarding the first four guidelines under Deliver Results. With regard to the fifth guideline in that section, Commissioner Laing explained that the Commission went through a series of things, particularly in regard to the Shoreline Master Program, where the Commission would make a recommendation that would be presented to the Council without a Commissioner being present. There was a point at which the staff disagreed with the recommendation of the Commission and chose to present their recommendation to the Council instead of the Commission’s recommendation. Nothing even similar to that has been seen since. The guideline was developed to ensure that where the staff disagrees with a Commission recommendation, the Commission should at least be represented to explain its conclusions.

Ms. McReynolds asked how going forward the Commissioners would hold each other accountable. Commissioner Laing said accountability to each other requires first being

accountable to one's self. He said he recognizes that at times in the past he did not comport himself well, including at the East Main meeting. He said Commissioner Barksdale, who was the chair at the time, held him accountable by talking to him about the issues in an open and frank way. Accountability is also furthered by making sure every person has an opportunity to speak.

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Commissioner Ferris commented that the chair has a very important role to play in making sure everyone is accountable. If someone is not able or willing to step up and be held accountable on their own, the chair is in the best position to do so.

Mr. Brennan pointed out that during a Commission meeting it is always challenging for the staff to push back against a Commissioner. It is, however, the responsibility of the staff when things are not going well to take opportunities to talk to the Commission. That is usually done by working through the chair and vice chair. The staff very much respects the role the Commission plays and always want to do a good job of supporting that role. Where there is a disconnect, however, the staff should seek to get in front of it to avoid prolonged festering.

Mr. Cummins allowed that the staff have brought some process improvements through mirroring the Mayor's meeting, which occurs before a Council meeting, in which the focus is not on content but rather on how to run the meeting, especially where a known point of conflict is anticipated to arise.

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Chair Morisseau said the quarterly meeting check-ins also provide a good opportunity to review how things are going.

With regard to communication during meetings, Ms. McReynolds noted it had previously been stated that when a few voices dominate during meetings, the chair should hit the pause button and ask for additional voices to speak. She noted that new Commissioners should especially be invited to offer their comments and ask questions. She asked the Commissioners to comment on what they see is lacking or is needed relative to communications during meetings.

Commissioner Ferris said after her appointment to the Commission the staff did an excellent job of sitting down with her and giving her the lay of the land. One thing that was not covered, however, was meeting protocols, things like referring to people by name or by Commissioner and their last name, and whether or not one must raise their hand and be acknowledged before speaking.

Commissioner Malakoutian said Jurassic Parliament, the class he attended prior to coming onboard the Commission, was fantastic. He said he would welcome attending the same training session again. One thing stressed was that the chair should always seek to allow every person to speak before allowing a single person to dominate the conversation.

Commissioner Moolgavkar commented that one thing that can derail meetings is inconsistent attendance. At times it has felt as though things moved backwards where a Commissioner missed a study session and comes to the next meeting and spends meeting time getting caught up. Chair Morisseau suggested Commissioners should do their own due diligence.

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Chair Morisseau said she would welcome feedback from staff and the Commission about how she could better run meetings and make sure everyone has a chance to speak. Commissioner Malakoutian said Chair Morisseau and past chairs have done a great job in that respect.

Mayor Chelminiak said he has not personally observed Commissioners singularly dominate a

discussion. He said in chairing the Council meetings, he observes a three-minute/three-question rule. While not a hard and fast rule, where a Councilmember moves toward dominating a conversation, they are stopped to allow someone else to talk to keep the flow going. He said what he has observed at the Commission level are more stylistic issues, such as being very direct and to the point, something that can be very off-putting, while others take a more quiet approach in their questioning. The chair and vice-chair must figure out a way to work around that where that happens.

Commissioner Moolgavkar said one thing the chair could do, before wrapping up a conversation, would be to ask each Commissioner individually if they had any final comments or questions.

Commissioner Barksdale voiced his appreciation for everyone engaging in the conversation. He said it shows that the Commissioners are continuing to progress in terms of building relationships with each other, with the staff and with the Council.

Chair Morisseau thanked everyone for being candid. She said she hoped the conversation would continue going forward.

Mayor Chelminiak thanked all the Commissioners for the work that they do. He allowed that for reasons outside the control of the city, the last two years had been fairly quiet. He stressed that that would not be the case in the coming five to seven years.

9. OTHER BUSINESS – None
10. APPROVAL OF MINUTES – None
11. CONTINUED ORAL COMMUNICATIONS – None
12. EXECUTIVE SESSION – None
13. ADJOURNMENT

A motion to adjourn was made by Commissioner Laing. The motion was seconded by Commissioner Ferris and the motion carried unanimously.

Chair Morisseau adjourned the meeting at 9:03 p.m.