

Central Waterfront Stakeholders Group Operating Guidelines

Central Waterfront Stakeholders Group Purpose

The Seattle Department of Transportation (City) is convening the Central Waterfront Stakeholders Group to provide advice to the project teams on design and construction of the Central Waterfront Project and the Elliott Bay Seawall Project. The purpose of the group is to:

- Provide ongoing and direct feedback to city staff and consultant teams as designs are developed.
- Function as a forum for specific stakeholders' issues to be heard and for project teams to respond.
- Share perspectives on construction techniques, staging, and central waterfront access, and how design may influence both for these projects.
- Serve as a forum for dialogue and information sharing.
- Act as a bridge between the business and residential community and the Central Waterfront and Elliott Bay Seawall Projects.

Outcomes

The group will be a sounding board for ongoing design and construction planning of the central waterfront and seawall. The group will provide stakeholder input on the Central Waterfront Project design vision and the Elliott Bay Seawall Project design, assist with defining measures of success for the projects, and help to ensure that the technical team is meeting the project goals as design progresses.

The group is not required to reach consensus on advice for the project teams. It is the responsibility of each member to express individual viewpoints and interests. The City will consider the group's advice, as well as input from broad community outreach and public involvement activities, in making recommendations to the Mayor and the City Council.

Process

The Central Waterfront Stakeholders Group will meet no more than once per month—on an as-needed basis—at a time to be determined by the group. A facilitator, working with the City, will develop draft meeting agendas, manage meetings and discussions, consult with members between meetings (as needed) to resolve issues of concern, and prepare meeting summaries.

A subset of this group, the Seawall Stakeholder Subgroup, began meeting in July 2010. This subgroup may continue to meet on a periodic basis, focusing its work and recommendations specifically on seawall project design and construction. While subgroup meetings will have agendas that focus solely on the Elliott Bay Seawall Project, meetings will remain open for all members to attend.

All meetings will be open to the public. Meetings will be announced on the City's website, and meeting announcements will be distributed via email. Meeting products—

such as agendas, summaries, and presentations—will be posted on the City’s website and will be available to members for distribution to their constituents.

The Central Waterfront Stakeholders Group is currently tasked with providing input on two distinct projects: the Central Waterfront Project and the Elliott Bay Seawall Project. If the Central Waterfront Project framework plan results in separate projects to be implemented on a phased basis, the Stakeholders Group may also consider (either in whole or in subsets) design and construction of those projects.

Central Waterfront Stakeholders Group Operating Norms

- We acknowledge our group’s diversity and value different points of view. We will respect each other’s opinions and will operate in consistently constructive ways.
- When making our comments, we will consider the time needed for others to share their perspectives.
- We will make every effort to attend meetings, to participate actively, to read and be prepared to discuss information and issues, and, when possible, to be available for work between formal meetings.
- We will keep an open mind and come to meetings with interests, not entrenched positions. We will identify our interests and objectives to everyone. We will openly explain and discuss the reasons behind our statements, questions, and actions.
- We will be responsible for expressing the interests and concerns of the community we represent. We will consult with our constituencies on a regular basis concerning the discussions and advice of the group.
- We will represent information discussed at meetings accurately and appropriately.
- We will avoid characterizing the views or opinions of other members outside of any stakeholder meeting or activity.
- We will adhere to the ground rules and respect the procedural guidance and procedural recommendations of the facilitator(s).