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|  | DRAFT  MINUTES OF THE MEETING |
| **Bruce A. Harrell** Mayor  **Rico Quirindongo** Interim Director, OPCD  **Jill Crary**, Chair  **Adam Amrhein**, Vice Chair  **Matt Aalfs**  **Phoebe Bogert**  **Erica Bush**  **Elizabeth Conner**  **Ben Gist**  **Kevin O’Neill**  **Puja Shaw**  **Molly Spetalnick**  **Michael Jenkins** Executive Director  **Valerie Kinast** Strategic Advisor  **Windy Bandekar** Planner  **Juliet Acevedo** Administrative Staff | May 18, 2023  Convened at 9:00 a.m.  Adjourned at 10:45 a.m.  Projects Reviewed  Commission business  Commissioners Present  Jill Crary, Chair  Adam Amrhein, Vice Chair  Matt Aalfs  Phoebe Bogert  Erica Bush  Elizabeth Conner  Molly Spetalnick  Puja Shaw  Ben Gist  Kevin O’Neill  Staff Present  Michael Jenkins  Valerie Kinast  Juliet Acevedo  Windy Bandekar |
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**May 18, 2023** Project: Commission Business

9:00 a.m. to 10:45 a.m.

Attendees: Jill Crary, Chair; Matt Aalfs, Phoebe Bogert, Erica Bush, Elizabeth Conner, Molly Spetalnick, Adam Amrhein, Ben Gist, Kevin O’Neill, and Puja Shaw

No members of the public attended the Commission business meeting.

The following items were discussed during the Commission business section:

1. Adoption of minutes

Commissioners voted to approve meeting minutes for Bitter Lake Reservoir Covering project, 200 Taylor Ave N alley vacation, and the May 4 Commission business section. Minutes for Garfield Superblock were postponed to give staff additional time to create a new draft that better reflected Commission discussion and deliberations during that review. Staff intends to have a new draft for a vote at the June 1, 2023, Commission meeting.

1. Review of table on Commission sponsored equity work.

Commissioners continue their review of the table created following the March 16, 2023 equity training session by Equity Matters NW. Molly and Elizabeth were assigned to develop a description of the term ‘culture’, to be integrated in Commission working materials. Michael was asked to modify the list to reflect Commission discussion about membership and professions represented on the Commission.

1. Discussion concerning Bitter Lake Reservoir covering project.

Windy briefed Commissioners about her meetings with the SPU team as a follow up to the February 16, 2023 Commission meeting. Jill Crary directed staff to develop a letter to SPU and SPR management expressing Commissioners concerns about the timing and extent of capital funding for the park portion of the project and its impact on advancing design quality for the entire project.

1. Design Excellence awards

Staff provided commissioners with a presentation on the history of the Commission’s Design Excellence awards. The presentation included an overview of Commission awards conducted since 2003, the selection and review process, as well as an estimated timeline for a future award ceremony. Commissioners asked staff to start the process for a new award ceremony, by developing a database of potentially eligible projects. Staff will follow the process used for the 2016 Design Excellence awards.

1. Repeating equity training

Staff are looking for a new date for the equity training led by Equity Matters NW. Attendees will include Commissioners who could not attend the March 16, 2023, training.