

Economic Vitality Commission
6-21-17

**CITY OF ISSAQUAH
Economic Vitality Commission
SUMMARY MINUTES**

June 21st, 2017

City Administrative Offices
Pickering Room

1775 12th Avenue NW
Issaquah, WA 98027

<p>MEMBERS PRESENT Ethan Stiles, Chairman Kristi Tripple Amit Bhardwaj Therese Garcia Jeff Howlett Laura Milikan Saikat Sen Lincoln Vander Veen Kathy McCorry</p>	<p>STAFF PRESENT Jen Davis Hayes, Economic Development Manager Keith Niven, Econ. Dev. & Dev. Svcs. Director Candy Baer, Economic Development Specialist Tina Eggers, City Clerk</p>
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CALL TO ORDER

STILES, Chair, called the meeting to order at 5:34 PM.

APPROVAL OF MINUTES


STILES Presented the May 17th, 2017 Meeting Minutes. TRIPPLE identified on page 10, second paragraph, second to last sentence, change the last words to “economic vitality”. MOVED BY TRIPPLE, SECONDED BY BHARWAJ that minutes of the Economic Vitality Commission meeting on May 17th, 2017 be approved as amended. MOTION CARRIED UNANIMOUSLY.

GROWTH MANAGEMENT 101

Keith Niven used a PowerPoint presentation explaining the perceived issues of growth and growth targets that Issaquah is facing. He spoke of the Growth Management Act (GMA) which is a state law that requires state and local governments to manage Washington’s growth by identifying and protecting critical areas and natural resource lands, and designating urban growth areas. He also explained what a Regional Growth Center (RGC) is and that Issaquah as designated as an RGC through Puget Sound Regional Council (PSRC) which allows the opportunity to get financial benefit.

COMMISSION TRAINING, ORIENTATION

Tina Eggers, City Clerk came to the EVC to discuss the Open Public Meetings Act and Public Records. Below is the presentation she provided.

 <p>Economic Vitality Commission Open Government Training</p> <p>Tina Eggers, City Clerk June 21, 2017</p>	<p>Intent</p> <ul style="list-style-type: none"> • Increase knowledge • Decrease violations • Reduce risk and lawsuits -- \$\$\$ • Eliminate inadvertent violations 	<p>Public Records</p> <ul style="list-style-type: none"> • RCW 42.56 / IMC 1.28 • City Clerk – Designated Officer • City Email / Personal Email • Legal Obligation to Search
<p>OPMA – Open</p> <ul style="list-style-type: none"> • Meetings are open, start to finish • Very few exceptions • Open & Transparent 	<p>OPMA – Meetings</p> <p>Regular vs. Special Meetings</p> <ul style="list-style-type: none"> • Your regular meetings are scheduled: <ul style="list-style-type: none"> ◦ Third Wed. of each month, at 5:30 PM, in the Pickering Room • Any time you meet outside of this schedule (date, time, or location), is referred to as a special meeting. 	<p>OPMA – Meetings</p> <p>Special Meetings also include:</p> <ul style="list-style-type: none"> • work session, work shops, retreats <p>REGARDLESS, all meetings:</p> <ul style="list-style-type: none"> • must include an agenda and minutes • agendas must be posted and distributed prior to 24 hours before the meeting [but preferably 5 days in advance] • public comment is not required but valuable and should be included as part of the agenda
<p>OPMA – Meetings</p> <p>Executive Sessions</p> <ul style="list-style-type: none"> • Only purposes identified in RCW 42.30.110 • Discussion Only • Action is taken in open session • Exemptions are few/specific 	<p>OPMA – Meetings</p> <p>Executive Sessions</p> <ul style="list-style-type: none"> • Before you can convene, the presiding officer must state <ul style="list-style-type: none"> • Purpose (Full RCW) • Amount of Time 	<p>OPMA – Quorum</p> <ul style="list-style-type: none"> • Six members constitute a quorum • Travel & Gathering Allowed • Action definition is broad, includes: <ul style="list-style-type: none"> • Public testimony, deliberations, discussions, considerations, reviews, evaluation, final actions • Mindful of quorum – including email! • Sharing info is one thing. Discussion <u>or</u> making a decision is another – if this is occurring between four or more members, it is NOT allowed.
<p>OPMA – Penalties.</p> <ul style="list-style-type: none"> • Individual Liability - \$500 penalty for first violation; \$1000 penalty for subsequent violations • City Liability - Costs & Attorney fees • Action Null & Void 	<p>Code of Ethics</p> <p>Online Acknowledgement Form Required:</p> <p>Issaquahwa.gov/ethics</p> <ul style="list-style-type: none"> Conflicts of Interest Political Activity Public Records Open Meeting 	

MORATORIUM UPDATE

Niven announced to the Commission that staff will provide the Council with an update on the August 7th meeting and they will decide if it needs to be renewed, lifted, or extended.

FUTURE AGENDA TOPICS

STILES stated that because we have so many new members, people are going to be learning at different paces and suggested the Commission think about how we should move forward.

PUBLIC COMMENT

None.

OTHER/NEXT MEETING/ADJOURNMENT

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Niven noted that Tim Dutter our new Economic Development Manager position vacated by Andrea Snyder.

The next EVC meeting is scheduled for Wednesday, July 19th, 2017. With no further business to conduct, STILES adjourned the meeting at 7:30 PM.

Respectfully submitted,

Candy Baer
Recording Secretary

These minutes are a brief summary of the Economic Vitality Commission meeting. For more information or clarification, please contact the Economic Development Department at 425-837-3444.