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To listen to the meeting via telephone, call 1-253-215-8782. To watch the meeting online: 1) Go to <https://zoom.us/join>; 2) Enter meeting ID 813 0437 9110 and click “join” (you will be prompted to install the Zoom application if you do not already have it); and 3) Enter passcode 042022.

REVISED AGENDA
MOUNTLAKE TERRACE
DIVERSITY, EQUITY & INCLUSION COMMISSION

Wednesday, April 20, 2022
7:00 p.m.

Remote Meeting Via
Telephone or Teleconference

1. CALL TO ORDER
2. Attendance Roll Call
3. Land Acknowledgement and Labor Acknowledgment
4. Approval of February 16 and March 16, 2022 Meeting Minutes
5. Public Comments
6. Guest Speaker: Alekzandr Wray, Ethnic Studies Program Manager for Seattle Public Schools
7. Building Roots
8. Equity Suggestions
9. DEI Wins & Tributes
10. City Council Liaison Report
11. Commissioners Corner
12. ADJOURNMENT

The City of Mountlake Terrace strives to provide access and services to all members of the public. Please notify the city at least one week prior to the event if reasonable accommodations are needed. Large print and audio are available upon request. Meeting materials are available on the city’s website at www.cityofmlt.com/AgendaCenter/13. You may also make a request for records by contacting the Public Records Officer at 425.744.6235 or recordsofficer@mltwa.gov.

to spend the COVID relief funds in the community and how residents can convey their thoughts and ideas to the City Council.

- Councilmember Woodard said the Council is always accepting public input, and the results from the survey on ARPA funds will be discussed at the Council retreat in March. Councilmember Woodard added that “Coffee with the City” is a great way to provide feedback, or communicate directly with the Council.
- With regard to a question on whether an interpreter could be available at meetings for public comment, Councilmember Woodard noted the city could contract with Language Line for telephone or in-person interpreter services.
- Commissioners asked about the city’s Community Satisfaction Survey, particularly why it was only in English and what equity lens was used when it was created and mailed. Commissioners noted the city is inconsistent because a previous mailing included Spanish and it should be done every time possible. There is an equity checklist available to ensure the city is using an equity lens before doing anything.

Commissioners asked how to ensure this does not keep happening over and over again. A checklist equity lens is needed because the city does not currently operate using one.

- The desire and need to have a DEI staff member or consultant to handle day to day operations and use an equity lens.
- The Council is part of the city but does not do the operations, but the City Manager does. The Commission should be providing feedback to the City Manager, who can relay it to the City Council on their behalf.
- Councilmember Woodard offered to provide highlights and feedback for the Commission to the Council during his Council Liaison Report at regular meetings.

Discussion of DEI Logo

Chair Richards presented sample business cards and logos of new and previously discussed logos from their last meeting. Commissioner discussion included:

- Time to review the logos and provide feedback/vote on their preference(s). The logos will be emailed to the Commissioners.
- Two Commissioners prefer the second logo.
- Why the aurora borealis was added to the mountain top design, what is the significance/symbolism, and that it may cost more to print.
- Who is the recipient of city hall email.
- If social media should be included on the business card and to add a QR Code.

- Desire to have a dedicated DEI social media account.
- Creating a direct link to the DEIC webpage for quicker access and to reduce the amount of clicks on the website for easier navigation. Spoke about Googling Lynnwood police and the link took him to the correct page with one click.
- Requested analytics for how many people view the DEIC webpage.
- Create a working document for the Commission to list questions for staff and track status. This will prevent the same questions from being asked multiple times.
- How a DEI consultant or staff member would be beneficial and help them accomplish their goals and ideas, prevent roadblocks they have encountered, provide guidance in decision making on what the city needs, and help them navigate. They do not know or understand how the city runs or what is happening behind the scenes. This has been recently discussed with the City Manager.
- Talk to current DEI directors in the area and ask if they have a commission as well. If so, why do they need both and if it works symbolically. Lynnwood has a staff person and commission.
- Since the Commissioners are volunteers and not city employees, do they have different rules? Struggling with the line on that.
- The City Council has approved their request for a consultant.

Equity Suggestions

Vice Chair Deen stated that a dedicated paid staff person would facilitate a lot of the background work that will help them move forward. She recommended the COVID funds be used for creating community classes on topics adults should know how to do, for example: how to start a business, how to do taxes, etc. To provide information for those who do not have resources, help bridge the gap, and the classes should be free or at a reduced cost. Vice Chair Deen also asked for feedback on things that need a DEI lens applied to.

Commissioner Paige said that it may be helpful for residents to know the parameters for using the ARPA funds before completing the survey. To provide an understanding why their feedback and ideas were not incorporated in how the funds will be used.

Commissioner Guillen noted that the subcommittee discussed city permits and the need to lower or remove the fee to have it affordable for low income households to make renovations. To pay for a permit is unreasonable in their opinion.

The Commission discussed the need to change some policies to not create barriers for those who have numerous already; use COVID funds to advertise with “Together, We Are” artwork citywide to promote that we are a welcoming and diverse city; why their previous suggestion of adding to the lobby wall “welcome” in different languages has not been done when it is inexpensive and a

good idea; and recapped a conversation with City Manager Hugill which clarified several questions they had about the disconnect with their ideas not being completed.

Sub-Committee Update: a. Education and Resources; b. Public Outreach; and c. Policy

Commissioner Guillen stated that the subcommittee discussed making a list of guest speakers to talk about pressing issues the community is facing. He noted that Chris Collier, Program Manager of the Alliance for Housing Affordability, will be the guest speaker at the March 16 DEIC meeting. He will cover why housing has become so expensive, why those costs continue to rise, and how to address these complex issues in our community.

Vice Chair Deen would like to spotlight monthly and support new restaurants opening in the city, especially those with owners of colors. She spoke about a few restaurants that recently opened. She encouraged the Commission to take their families there and introduce themselves to build a bridge with small business owners. Commissioner Guillen added that their information will be added to the list of minority owned businesses to provide resources, etc. Commissioner Paige said the restaurants should be shared on social media and the website to welcome them to the city.

Commissioner Paige recommended the Commission attend City Council meetings and retreats to be more aware of what is happening. He said he attended the retreat and it clarified a lot things. It may help them as a group to understand the Council's standpoint and decision making. Commissioner Mojumder noted that the Council meetings are recorded if they cannot attend or they can read the minutes. Chair Richards added that maybe there is a need to have a DEI Liaison at Council meetings to have an open door and better flow of information and answers.

City Manager Hugill joined the meeting at 8:23 p.m.

Councilmember Woodard added that the City Manager's Weekly Update is a good resource for information and being aware of what is happening. The Commission discussed where it is available on the website, how to sign up for notifications when it is available, desire to add their email addresses to the notification list, and the other News Flash/Notify Me categories.

DEI Wins & Tributes

Commissioner Paige said the police conducted an assessment for sergeants, where there were ten candidates and three were a minority. He applauded Chief Caw for the major win.

Vice Chair Deen congratulated the Mountlake Terrace boys' basketball team for advancing to the district championship on Saturday, they have overcome so much this year due to pandemic. She said if the girls win they will go to regionals.

Vice Chair Deen said that TikTok has banned mis-gendering and dead-naming transgender people. This is a solid message and respecting pronouns and identities is paramount.

Vice Chair Deen said to tribute and acknowledge Black History Month she receives a daily newsletter with a story about different great monumental people who made so many changes we are not aware of. She read a story of Barbara Smith, co-founder of the Combahee River Collective. She added that she would like to tribute Chair Richards for her land acknowledgment she did, that

is was powerful, profound and love that she did it. She supports including it every time they have a gathering. Chair Richards said it recognizes where we are and why we are here.

City Council Liaison Report

Councilmember Woodard reported on the following:

- The Collective is a good resource in the name of freedom and justice.
- Recognized how much the city does behind the scenes. The City Council is reviewing updated codes, which is predominantly what they have been working on the past few months.
- Encouraged the Commission to attend the upcoming Coffee with City where there will be a conversation about housing.
- City Council Retreat will be held on March 6 and there are a number of topics.

Councilmember Woodard responded to questions about how many chickens are allowed per household; positive feedback received on the number; Recreation and Park Advisory Commission created an Adopt-a-Park Program; a volunteer group known as the “Ivy League” has adopted Veterans Memorial Park and has been working to remove the invasive ivy; process of how to adopt a park; and the city was recognized as a Tree City USA.

Commissioners Corner

Chair Richards said last year she put on an Arts in Action event for youth to have an opportunity to show their art and activism in one. They are holding it again this year and would like to have some Mountlake Terrace youth involved.

Vice Chair Deen said that the April guest speaker will be Alekzandr Wray, Ethnic Studies Program Manager for Seattle Public Schools.

City Manager Hugill responded to questions about having meetings in person and logistics.

Commissioner Paige stated that he was asked to participate in the two-day sergeants assessment public safety testing and spoke about it entails.

Chair Richards asked City Manager Hugill if anyone in the audience has public comment. There was no public comment.

ADJOURNMENT

The meeting adjourned at 8:48 p.m.

These minutes are subject to approval at the April 20, 2022 Meeting.

MINUTES

MOUNTLAKE TERRACE DIVERSITY, EQUITY & INCLUSION COMMISSION MEETING

March 16, 2022
7:00 p.m.

Remote Meeting Via
Telephone and Teleconference

COMMISSIONERS PRESENT

Chair Richards (Via Teleconference)
Vice Chair Deen (Via Teleconference)
Commissioner Doyle (Via Teleconference)
Commissioner Guillen (Via Teleconference)
Commissioner Meier (Via Teleconference)
Commissioner Mojumder (Via Teleconference)
Commissioner Paige Jr. (Via Teleconference)

STAFF MEMBERS PRESENT

Steve Woodard, City Council Liaison (Via Teleconference)
Scott Hugill, City Manager (Via Teleconference)

CALL TO ORDER

The meeting was called to order at 7:00 p.m.

Attendance Roll Call

City Manager Scott Hugill took roll via teleconference.

Land Acknowledgement and Labor Acknowledgment

Chair Richards read the land acknowledgement statement into the record.

Public Comments

Erica White asked if the Commission was aware of a rezone request in the Gateway neighborhood, which she had learned about the day before on MLTnews.com. Commissioner Meier spoke about the property having existing, older lower-cost single-family housing. City Manager Hugill provided a summary of growth management and its impact on zoning and affordable housing.

Guest Speaker: Chris Collier, Program Manager, Alliance for Housing Affordability

Chris Collier of the Alliance of Housing Affordability (AHA) provided an overview of housing needs. AHA provides data and analysis, along with expertise and outreach on housing to the county, housing authority (HASCO) and cities in Snohomish County.

- The housing continuum (supportive housing, income-based rental housing, market rate rental housing and homeownership).
- Year-by-year comparison of housing versus need, showing how by 2019 there is no surplus housing. As demand outpaced supply, the cost of housing increases, resulting in a cost of new housing of \$700,000 by 2021.
- Income has not kept pace with the increase in housing costs, whether rent or homeownership.

- In Mountlake Terrace, the average cost of a single-family home is \$609,000 which requires an income of \$138,000 to qualify for a mortgage. This excludes new administrative law judges, physicists, audiologists. Only the three occupations that pay the highest (dentists, technical nurses and physicians) can afford it.
- The most recent seven years have seen historical increase: Mountlake Terrace has seen an increase of 126 percent in the cost of new homes since 2000.
- In 2000, 72 percent of homes throughout the county (condos, townhomes and single-family homes) cost less than \$400,000 whereas between 2020-2021 only 11 percent of homes sold for less than \$400,000.
- Even two-income households struggle to meet the income necessary to buy a home based on the median incomes of several occupations.
- Rent between 2000-2021 has increased by 53 percent, while income has increased approximately nine percent.
- What affordable housing means: In 2019 there were 77,355 households making less than \$55,000 per year, and an average of three people per household, with limited housing numbers.
- What can be done:
 - Keep conversations going;
 - Address immediate needs for income-restricted units;
 - Look at tools such as the Multi-Family Tax Exemption (MFTE), fee waivers, credit backing, loans/grants and support to nonprofits.
 - The long-term need is a variety of housing for all people, ages and incomes, provided through local and regional policymaking

Questions:

- Commissioner Meier: Has anyplace done what we need?
 - Other countries have a high level of government-owned housing (Austria = 60 percent).
 - Some states have increased the number of housing units on a parcel.

Building Roots

The discussion of the DEI logo was tabled due to the time.

Chair Richards asked for a status report on the RFP for a consultant to assist with the Commission's workplan. City Manager Hugill stated he would draft an RFP based on what Edmonds, Lynnwood and Kenmore had done, along with the draft from the Chair and Vice Chair in 2021, and would draft an RFP for the Commission's review.

Vice Chair Deen asked about providing gift certificates to speakers at Commission meetings to businesses in Mountlake Terrace. City Manager Hugill stated funds were available to make it happen.

Commissioner Mojumder asked how the Commission could get more people attending meetings to hear speakers. Commissioner Paige spoke about posting the meetings to social media. Commissioner Meier suggested Commissioners posting the presentations on multiple platforms to inform. Vice Chair Deen noted the city needs input from Commissioners to identify platforms as non-government sources.

Chair Richards asked about opportunities to meet in person. City Manager Hugill discussed plans to open City Hall after discussing the topic with the City Council, with a look at opening in April or May, and more likely May. City Manager Hugill also commented on opportunities for the Commission at Tour de Terrace and National Night Out.

Commissioner Mojumder asked about ideas that come up, how they are tracked and developing a workplan. Chair Richards discussed plans to bring on a consultant to help develop a workplan to identify how to pursue goals. Commissioner Paige suggested sending the list of the Commission's ideas to the Commission to remind all what goals are planned. Vice Chair Deen noted the lack of manpower to get the work done, with a hope that the consultant can help break down the goals into steps that can be pursued. Commissioner Mojumder asked about a few Commissioners coming together to work on a workplan between monthly meetings.

Commissioner Meier concurred with the need for resources to do the work, yet not the time.

Commissioner Paige had reviewed past minutes and came across a "snippet" from a past meeting that referred to "inclusion" as the Commission's task, and noted that when the Council discusses an upcoming rezone, the Commission should ensure the question is asked, "Who is being excluded?"

DEI Wins & Tributes

Vice Chair Deen noted there is a hotline to call to hear kindergarteners give you a pep talk tailored to your needs to get you through the day: (707) 998-8410.

City Council Liaison Report

Councilmember Woodard discussed the following:

- City Council retreat and workplan
- Councilmember Woodard noted that the public comment from Erica White earlier in the meeting represented a recognition that the Commission is a source of responsibility.
- Noted that the Mayor was present and listening.

ADJOURNMENT

The meeting adjourned at 9:12 p.m.

These minutes are subject to approval at the April 20, 2022 Meeting.