

Website Recaps of City Hall Advisory Committee Meetings and Subsequent City Council Review

October 2017 - This recap was not posted on the City Hall Advisory Committee webpages but takes our community up to date from the July 11 recap.

The Council held a work/study session on **July 13** and provided direction to draft an ordinance to place a measure on the November 7 ballot for \$10.99 million to construct an 18,000 City Hall and use \$1.8 million of Councilmanic bonds funded by the city for a 3,100 square foot Police Station expansion to be built at the same time. The funding for the Police Station expansion would come from retiring debt in 2021.

At their **July 17** regular meeting, the City Council viewed the draft ordinance and expressed concerns the ordinance did not clearly communicate that the Police Station expansion was part of the project but not part of the bond measure. Some members of the Council and public voiced concerns that the measure would not be supported if the Police Station component was not included. They took additional public comment on the issue under new business then reaffirmed their decision to move forward with the ordinance as drafted.

At their **July 20** special meeting, the Council took additional public comment from six residents on the issue. There was testimony that a \$12.5 million proposal would likely be supported by a majority of the community if it included the Police Station expansion. After a lengthy discussion and the additional public comment, the Council amended the ordinance to the current proposal of a \$12.5 million bond (repaid over 30 years) to fund construction of a new City Hall (about 18,000 SF) and Police Station expansion (about 3,100 SF).

The Council also appointed members to serve on the Pro and Con Statement Committees for the voter pamphlet and adopted a resolution disbanding the City Hall Advisory Committee (per their request) so those members could engage in campaigning and social media discussions if they desired.

Community meetings on Proposition 1 were scheduled for:

- Monday, October 16, 6-7pm, Interim City Hall
- Thursday, October 19, 6-7:30pm, MLT Library
- Tuesday, October 24, 6-7:30pm, Ballinger Clubhouse
- Thursday, October 26, 6-7:30pm, Cedar Way Elementary School

The city prepared an educational video, large postcard “fact sheet”, webpages, city newsletters, social media posts, news releases, flyers, City Manager weekly updates, poster boards, and a presentation to educate our community on the measure.

July 11, 2017: The City Council has held three discussions on this project, June 15, 19 and 29. They have solicited additional information from the City Hall Advisory Committee members and are listening to citizens attending the meetings to decide on a proposal the community will support. Currently the Council is looking at additional options including utilizing funds from retiring debt payments to include an expansion of the Police Station with the City Hall project on the same

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ballot and keep the cost as low as possible for residents without jeopardizing too much of the project.

The Council will discuss this issue in depth at their [July 13 work/study session](#) and decide whether or not to move forward with the Committee's proposed 19,210 square foot City Hall estimated at about \$11.6 million or modify the proposal. Following this meeting, the Council is expected to consider an ordinance at a special meeting in the latter half of July (likely July 20, 7pm) to place the measure on the November ballot.

The city has issued a news release with information for those who may be interested in serving on the Pro or Con Statement Committees for the Voters Pamphlet today. Here is a [link](#) to the application and general information.

The Council must adopt an ordinance and submit it with accompanying documents to Snohomish County by August 1 in order to have a measure on the November ballot. The public is encouraged to continue to provide input on this project via this online comment form or at public comment at the Council meetings.

Pro/Con Statement Committee Application (please submit the application to the City Clerk at cityhall@ci.mt.wa.us (then call to verify receipt at 425-744-6206), drop off in person at 6100 219th Street SW, #200, or online):

- [PDF Application Form](#)
- [Online Application Form](#)

June 8, 2017: The Committee met on Thursday, May 18 to discuss their final recommendation to be presented to the City Council on June 5. The Committee continued their discussion about project components, cost estimates, space needs, preliminary layout at the Civic Center site, financing, and potential ballot measure options. In the end, the Committee recommended moving forward with the “base model” City Hall for \$11.6 million on the November 2017 ballot with a separate vote on additional space for the Police Department on the February 2018 ballot (for just under \$1.8 million).

There was not consensus on the Police Department component as some Committee members feel this should be added to the City Hall project at a higher total project cost – some feel doing so would make the project too expensive to be approved by 60% of the community; some feel it should be on the same ballot yet voted separately contingent upon the City Hall measure passing so the city can stop renting; and some feel that the previous option would cause voter confusion and create a situation where Police Department space could pass but not a City Hall measure which would not solve the ongoing rent situation that needs to be addressed prior to levy funding (for rent) ending in 2020. There were also some Committee members who expressed a desire to downsize the City Hall project even more and lower the project cost.

An open house was held Monday, June 5 to celebrate the City Hall Advisory Committee and community’s work on a City Hall project recommendation to the City Council. The open house

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highlighted the community outreach and work done over the past five months. The recommendation was for a “base model” City Hall totaling 19,210SF for \$11.6 million, less than half of the previous two ballot measures that were \$25 million proposals, and placing a 30-year tax exempt municipal bond measure on the November 2017 ballot.

Other recommendations included a separate measure on the February 2018 ballot for 3,102SF of space for the Police Department expansion (for just under \$1.8 million) if the City Hall measure passes in November. The Committee recommended the city find other funding for the Police Station remodel and a public gathering space on the corner of 232nd and 58th to phase in at a later date. The Committee favored Preliminary Layout “D” which would give the Police Station a new façade if funding is secured and an offshoot of “D” – Drawing “G” which has the City Hall connected to the Police Station. – was presented on June 5 for the City Council to consider.

The City Council will now review this issue over their next four meetings (June 15, 19, 29 and July 3 [this date may change due to a community event]).

Thanks to all the community members who participated and provided input to help shape this project with the Committee. Please keep following the progress of this project as the City Council discusses the next steps. You can still provide input on this project that will be provided to the City Council at: <https://wa-mountlaketerrace.civicplus.com/FormCenter/City-Hall-Project-11/City-Hall-Project-63>.

May 5, 2017: At the City Hall Advisory Committee’s May 4 meeting, several decisions were made to present at the May 10 meeting for community input. In an effort to reduce square footage and costs, the Committee reduced 552 SF in meeting room space from the proposal, removed LEED silver documentation, and eliminated the public “plaza” or gathering space to decrease the total cost per square foot by \$30. They desire the city to phase in the public gathering space at a later date. These items decreased the total estimated project cost for the “base model” of 19,210 SF (new total) by over \$1.2 million.

Additional decisions included moving forward in seeking community input on May 10 about the idea of two separate measures on the November general election. The first proposition would be for the base model stand-alone City Hall (currently estimated about \$11.6 million). A second proposition, contingent upon the passage of the City Hall proposal, would ask voters if they would approve an additional amount to fund about 3,100 square feet of additional space for the Police Department. Finally, the Committee expressed their desire for the city to save money for a future remodel of the current Police Station and potentially utilize future park impact fees and other revenue sources to construct a public gathering space at a later date.

Three new preliminary layouts were also presented in follow up from feedback received on previous concepts discussed at the April 20 community meeting. ARC Architect Rex Bond presented this next iteration and reviewed how traffic flow, parking and safety measures were incorporated as well as discussion about the topography challenges such as an 8-foot grade increase on the site.

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The [next community meeting](#) is Wednesday, May 10 at Cedar Way Elementary School lunchroom (22222 39th Avenue W). Doors open at 6:00 p.m., program begins at 6:30 p.m.

An additional neighborhood “chat” with Committee members is scheduled at Sorelli Pizza (22402 44th Avenue W) on Wednesday, May 17 from 6:30 p.m. to 8:00 p.m. The Committee’s next regular meeting is scheduled for Thursday, May 18, 6:30 p.m., at Interim City Hall. It is anticipated they will finalize their recommendation for the City Council at this meeting and present that to the community and Council on June 5.

May 2, 2017: Thanks to everyone who attended the April 20 community meeting at the library. About 57 people attended not including city staff and ARC architects responded to many questions about the project and layout concepts that were shown. Three early cost estimates were presented with a total cost range of about \$12.5 to \$16.5 million for a base model City Hall, base model with 3,100 square feet of additional space for the Police Department, and one option that also would include a remodel of the current Police Station.

At the May 4 City Hall Advisory Committee meeting, the Committee will see new conceptual layouts of City Hall including a variety of vehicular traffic scenarios. In addition, the Committee will focus on space needs and the difference between current leased space square footage in the Interim City Hall and the proposed "base model", project components including Police Department space needs, financing options, and ballot measure information.

Following this meeting, we will refine the information to present at Community Meeting #3 scheduled for Wednesday, May 10 at Cedar Way Elementary. The doors will open at 6:00 p.m. and the program will begin at 6:30 p.m.

April 18, 2017: Three concepts for a new City Hall are being prepared by ARC Architects along with three new accompanying cost estimates since the April 6 meeting. The original figures included a very rough estimate of 50% for unknown "soft costs" which includes some things that are known like 10.3% sales tax and 10% construction contingency; others that we can estimate like permit costs, moving costs, architectural/engineering fees, project manager cost; and others that are a little harder to estimate such as traffic studies, park impact fees, and environmental/geotechnical/site studies, etc.

This Thursday, April 20, is the second community meeting to present the three new concepts and cost estimates at the Mountlake Terrace Library, 23300 58th Avenue W. At this meeting, we will have a review of the first community meeting, review square footage & parking needs, vision statement, three options, project cost estimates (including cost per \$1,000 of assessed value [AV]), and selecting a preferred cost option. The room opens at 6:00 p.m. and the program will begin at 6:30 p.m.

A schedule of upcoming meetings is listed below. If you can't make a meeting, we would really appreciate your input via the online comment form linked on this page. If you attend a meeting,

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we welcome you to complete a comment form too. We hope everyone will participate in this process!

April 7, 2017: At their April 6 meeting, ARC Architects presented the City Hall Advisory Committee with initial results from space planning meetings. The first glance at space and cost estimates resulted in a rough estimate of about \$16.5 million based upon 22,864 square feet in a new City Hall that includes about \$1.8 million for a remodel of the current Police Station. The committee provided direction to keep refining the space needs and efficiencies to get the early cost estimate down. On April 7, city leadership met to discuss department adjacencies as well as efficiencies and shared spaces for the initial layout concepts.

The committee reviewed some draft vision statement consisting of five key words that rose to the top at a visioning exercise at the March 28 community meeting. The five words were welcoming, functional, common, family and community. The committee asked the community to provide input on four draft vision statements and those will go online next week.

The next community meeting will be held on April 20 at the Mountlake Terrace Library. At this meeting, ARC Architects will have some early concepts of a City Hall layout with a location away from the corner with a public plaza out front near the 232nd/58th intersection. Two other community meetings are scheduled for May 10 at Cedar Way Elementary (doors open at 6:00 p.m. and the program begins at 6:30 p.m) and an open house on June 5, from 6:00 – 7:00 p.m. at Interim City Hall, followed by the committee’s recommendation to the City Council as part of the Council meeting.

The committee is hosting neighborhood chats to talk to individuals and small groups in casual settings. The next neighborhood meetings will be Wednesday, April 12 from 2:00-5:00 p.m. at Azteca Mexican Restaurant, 22003 66th Ave. W, April 12 at Coffee with the City from 6:00-7:00 p.m. at the Recreation Pavilion, and Saturday, April 15 from 10:00 a.m. – 1:00 p.m. at the Pavilion during “April Pools Day”.

April 4, 2017: The city is pleased with the solid turnout of 55 people at the first community meeting at Ballinger Clubhouse on March 28. Those who attended met the lead architect who has been working with the City Hall Advisory Committee. Discussion included reviewing the project goal and timeline, reasons why people supported and opposed previous City Hall ballot measures, Town Center zoning and vision, and pros and cons of building the City Hall near the corner of 232nd & 58th or away from the intersection and closer to Veterans Memorial Park and the Police/Fire Stations. Consensus from the discussion included a preference for constructing the future City Hall away from the corner and closer to the park and public safety buildings. Words to describe the City Hall were suggested by the audience and the five words that rose to the top were welcoming, functional, common, family and community. A vision statement will be developed from those words for consideration by the public at the April 20 community meeting. Responses to questions from the community meeting are being developed and will be posted on this page.

The committee continues its community outreach with neighborhood chats and an online survey

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available for the public to weigh in on the project and help shape it. At their April 6 meeting, the City Hall Advisory Committee will review the public input received since early January, initial space need estimates and construction costs in the area for similar projects, and hard versus soft costs for capital projects. Meanwhile, back at Interim City Hall, department leadership will continue to meet with architects to discuss adjacencies and ideas for shared spaces and efficiencies. With the input received from the City Hall Advisory Committee and city staff, the initial square footage estimate will be refined as the project begins to take shape. As presented at the March 28 community meeting, the project goal is to develop an affordable concept design and cost estimate in support of a new City Hall at the Civic Center.

Topics for the April 20 community meeting at the Mountlake Terrace Library include the vision statement discussion and review of square footage and construction estimates. The committee would like to keep gathering community input and refining the project toward a preliminary layout and cost estimate for a recommendation to the City Council on June 5.

A schedule of upcoming meetings is listed below. If you can't make a meeting, we would really appreciate your input via the online comment form linked on this page. If you attend a meeting, we welcome you to complete a comment form too. We hope everyone will participate in this process!

March 27, 2017: The City Hall Advisory Committee, ARC Architects, and the city are preparing for the first community meeting on Tuesday, March 28. Doors open at 6pm and the program will begin about 6:30 pm. The meeting will cover project goals and timeline, why voters did or did not support previous measures, public's perception of a town center, zoning, public input received so far this year, and the Civic Center site. A vision statement will be created to establish options for the April 20 community meeting.

The city should be receiving the initial results from ARC soon regarding space planning meetings in preparation for discussion with the City Hall Advisory Committee at their April 6 meeting. The space needs assessment along with input from the committee and community will determine the size of the project. From that, concepts and a preliminary layout will develop and cost estimating will be done to form a recommendation for community input and eventually City Council consideration.

In addition to the community meetings (April 20 at the MLT Library, May 10 at Cedar Way Elementary, and June 5 at Interim City Hall), the committee is hosting neighborhood chats. The next neighborhood meeting will be Saturday, April 1 at Countryside Donut House from 9-11 am. If you can't make a meeting, please provide your input on the online comment form linked on this page. If you attend a meeting, we welcome you to complete a comment form too and we hope everyone participates!

March 16, 2017: Community outreach and space planning for this project is now in full swing. ARC Architects met with city staff this week about space needs now and as the population grows over the next few decades. Meanwhile, the committee started their community outreach program

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speaking to about 28 people at Ballinger Clubhouse and Vineyard Park on Wednesday and Thursday. On Saturday, they will meet at Grand Pere Bakery. Next Friday (March 24), the committee has a chat planned for MLT Library in the small conference room from 2-6pm. Monthly meetings have been scheduled in four different neighborhoods of the city (March 28 at Ballinger Clubhouse, April 20 at the MLT Library, May 10 at Cedar Way Elementary (waiting for final approval), and June 5 at Interim City Hall). These meetings are publicized in the April City Happenings that will be sent at the end of the month and via postcard mailing that will be printed this week. Topics for the March 28 community meeting include project goals, why voters did or did not support previous measures, public's perception of a town center, zoning, public input received so far this year, and the Civic Center site. A vision statement will be created to establish options for the April 20 community meeting. Please participate in the online survey linked on this page. We hope everyone participates!

March 10, 2017: The City Hall Advisory Committee has toured Interim City Hall and the Police Station. The City Council approved a contract with ARC Architects to assist us with this project. A community outreach plan was discussed at the March 9 City Hall Advisory Committee meeting.

The City Hall Advisory Committee will be working with ARC Architects to gather input from our community throughout the project before a proposal is finalized. Check out our upcoming meetings, below! Also if you can't make any meetings, we'll have an online comment form soon!

February 13, 2017: This week the city is working on an agreement with ARC Architects to assist us with this project. The contract is scheduled for City Council consideration at their February 21, 2017 meeting. The Committee's next meeting will be on Thursday, February 23 at the Mountlake Terrace Police Department to tour the facility. The city is also working on a community outreach plan with the Committee to have informal gatherings at local eateries and businesses to get a vast array of community input.

Once the architect is on board, we will schedule larger community open houses and meetings.