

**CITY OF MOUNTLAKE TERRACE
CIVIC FACILITIES ADVISORY TASKFORCE**

Wednesday, July 9, 2008
3:00 P.M.

City Council Chambers, City Hall
23204 58th Avenue West

ATTENDEES

Present: Chairperson Vic Sood, Vice Chairperson Pat McMahan, Judy Ryan, Alice Kier, Steve Lahti, Al O'Brien, Robert Downing, Robert Dybing, Patrick Pierce, Yvonne Jones arrived at 3:18 P.M., and Gerald Conner arrived at 5:34 P.M.

Staff: Shane Hope, Don Sarcletti, Christina Smith, Leslie Lavoie, and John J. Caulfield arrived at 5:28 P.M.

CALL TO ORDER

Chairperson Vic Sood called the meeting of the Mountlake Terrace Civic Facilities Advisory Taskforce to order at 3:00 P.M.

CIVIC FACILITIES TOUR

The Taskforce members toured City Hall, Police Station, and Recreation Pavilion. Another meeting to tour the Mickey Corso Clubhouse, Fire Station #18, and the Senior Center will be scheduled later as time did not permit touring these locations. The Taskforce reconvened at City Hall at 5:25 P.M.

TOUR DEBRIEF / LIGHT DINNER

The Taskforce began the light dinner at 5:34 P.M. Chairperson Vic Sood asked each Taskforce member to give comments and feedback of the tour:

- Police Department= expand south or two stories
- Lots of opportunities
- A lot to think about and do
- What took so long? How did we come to this? It is appalling
- Space, storage, safety issues, inability to do job – all facilities
- Must think long term and be open-minded
- City Hall is a priority
- Police station = example of what not to do
- Sympathize with working conditions
- Design for expansion in the future
- Careful about what is done in planned spaces
- Efficient, organized work space = job well done
- Build for flexibility
- Need to develop an effective way to distribute information
- Must prioritize, not a lot of money by resources
- Civic center should be all inclusive
- Opportunity for public-private partnerships
- Need professionals to provide data
- Ask community what they want in a public service center
- Survey/questionnaire = community events.

City Manager John J. Caulfield stated that the Council supports the Taskforce and wants them to move forward quickly. He is pleased that the main focus is not only City Hall and that they are incorporating the new downtown. Mr. Caulfield summarized that the City's best resources are available to them. He thanked the Taskforce for their time and support.

APPROVAL OF MEETING NOTES FROM JUNE 21, 2008

Chairperson Vic Sood declared the notes of June 21, 2008 approved.

A HISTORICAL PERSPECTIVE OF THE CITY

Vice Chairperson Pat McMahan handed out a map that shows the original boundaries of the City. He presented an overview of the City in the 1940s: cost of houses, boundary lines, when laws were passed, the fire department, phone lines, water mains, PUD, building codes, police, Lake Washington being polluted, studies that were completed, where buildings or septic tanks use to be located, things that were happening years ago, sewer, a petition to have Edmonds annex the City, the election for the first City Council, the location of the first City Hall, past employees, past City Managers, and how a study group was formed to rectify these problems.

Chairperson Vic Sood handed out an updated contact list. Christina Smith handed out a chart explaining the key stake holders and who is working on each task.

WORKSHOP: CLEARPATH LLC., REAL ESTATE SERVICES CONSULTANT

Rob Larson, of ClearPath, presented a PowerPoint titled "Forming the Facilities Team." The slides covered: How people work together, attitude and commitment, definition document. He reviewed the definition document: mission, products, success indicators, values, boundaries, challenges, process, roles, timing and influencers.

The Taskforce members discussed an option of a survey, if it is feasible to move the City Hall to another site, bonding capacity, revenue, public outreach, and the timeline.

Chairperson Vic Sood called for a recess at 7:19 P.M. Reconvened at 7:31 P.M.

The Taskforce members and ClearPath discussed who/what are some of the community influencers (i.e., religious facilities, government, media, public services, and financial institution).

Chairperson Vic Sood spoke about the July 16 Boards and Commissions recognition BBQ, the use of the website, City Happenings, and upcoming community events.

NEXT MEETING-07-23-08 (TIME: 7:00 p.m. – 9:00 p.m.)

The Taskforce members discussed future meeting dates on July 23, August 6 and 27.

ADJOURN

Chairperson Vic Sood adjourned the meeting at 8:08 P.M.