

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

**Wednesday, December 3, 2008**  
7:00 P.M.

Mountlake Terrace Library  
23300 – 58<sup>th</sup> Avenue West

**ATTENDEES**

Present: Chairperson Vic Sood, Vice Chairperson Pat McMahan, Bob Downing, Gerald Connor, Robert Dybing, Judy Ryan, Alice Kier, Patrick Pierce and Al O'Brien  
Excused: Yvonne Jones and Steve Lahti  
Staff: Scott Hugill and Shane Hope

**CALL TO ORDER**

Chairperson Vic Sood called the meeting of the Mountlake Terrace Civic Facilities Advisory Taskforce to order at 7:09 p.m.

**APPROVAL OF MEETING NOTES**

**MOTION:**

Motion to approve meeting notes from 11/12/2008

**Seconded:**

Motion passed 9-0

**CIVIC CENTER**

Sandy Fischer, EDAW, reviewed conceptual drawings for the Civic Center site. The current drawings reflect a 5% - 10% grade for the park/open space area without the structured terraces as shown in previous designs. Parking for the site includes 143-151 stalls including angled on-street parking, an underground lot, and on-site surface parking on the north side of the City Hall building and at the library. An elevator with controlled building entry to City Hall would provide access to the underground parking.

The Community Pavilion showed one large room of 4,800 square feet that could be sub-divided into 3 spaces. Bob Hull told the taskforce that the divider panels are approximately \$30,000 each and are not acoustically sound for purposes of musical performances. The conceptual kitchen is approximately 600 square feet.

The Taskforce thought the uses of the Community Pavilion would include:

- wedding receptions (200 – 250 people plus space for band and dance floor)
- art shows
- retirement parties
- banquets
- business meetings
- public meetings
- dances
- farmers market

The Taskforce felt the overall size of the room in the Community Pavilion should be increased to accommodate wedding receptions for 200 to 250 people. The Taskforce also felt the restrooms need to be larger. Norm Strong, Miller Hull, reported that increasing the size of the Community Pavilion to 10,000 square feet would add approximately \$670,000 to the cost.

*Action: Taskforce to revisit Puyallup to see the Community Pavilion and talk with staff about how often the facility is used, advertising and uses*

Upon review of the Space Needs Assessment, the Taskforce felt the Mayor should have an office independent of the City Council shared office. There was discussion that 80 square feet was insufficient office space for some employees. Miller Hull explained that the 80 square feet is an open (cube) area and is sufficient because of its open sides.

The Taskforce expressed concern about adequate expansion space being incorporated into the current plan(s). Mike Jobs, Miller Hull, explained that the current plan accommodated expansion in three ways: (1) converting small meeting rooms to office space; (2) enclosing the public viewing floor of the tall building to convert it to office space; and (3) expanding the area to the north of City Hall with two stories

### **RECREATION PAVILION**

Bob Hull, Miller Hull, reviewed two conceptual designs for the Recreation Pavilion.

Option 1 reflects an entire new 2-story building of approximately 73,000 square feet. This includes a new, larger pool, community center and expanded parking. Portions of the new facility would require pile supports.

Option 2 is a 1-story building that incorporates the existing pool and adds an additional pool to the south. Staff offices would be moved into the existing racquetball courts. There would be two separate entrances - one into the aquatics (wet) area and one into the activity/community (dry) area. A secondary road/parking area could be built to the northeast of the Pavilion near the off-leash dog park.

Option 1 and 2 are the same overall size. Both options would provide minimal interruption to the current facility.

After further discussion, the Taskforce decided to table the discussions regarding the Recreation Pavilion until January 7 or 14, 2009 meeting (if approved by Council).

*Action: Miller Hull to forward information regarding costs.*

### **TIMELINE**

The Taskforce is requesting additional time until the end of January 2009 to complete the tasks.

*Action: Vic Sood to send letter of request to the City Council with copy of the proposed timeline*

### **FUTURE DISCUSSIONS**

Review of:

- Lake Ballinger Golf Course
- Fire Station #18
- Interim Farmers Market

*Action: Staff to look into logistics of an interim Farmers Market within the next month.*

### **MISCELLANEOUS BUSINESS**

A special meeting of the City Council will be held on December 18, 2008 for presentation of the Civic Facilities Advisory Taskforce recommendations.

### **NEXT MEETING**

The next meeting will be at the Mountlake Terrace Library on December 10 starting @ 7:00 p.m. Patrick Pierce will not be in attendance.

### **ADJOURN**

Chairperson Vic Sood adjourned the meeting at 9:21 p.m.