Mayor Pro-Tem Benson called the meeting to order at 5:30 p.m.

PRESENT: Councilmembers Deady, Edelman, Goodwin and Benson.

ABSENT: Councilmember Taylor (excused).

Staff present: Andrew Williamson, Executive Director of Engineering Services/Ec. Dev.; Stacey Welsh, Community Development Director; Jamey Kiblinger, Police Chief; Mark Hoppen, City Administrator.

Mayor Olness entered meeting at 5:35 p.m.

Government Facilities Plan

MAKERS Architecture – wanted to give a quick overview of things that have been done so far and answer any questions that Council may have regarding the Government Facilities Plan.

PowerPoint presentation discussion:

Agenda -
- Introduction
- Activities
- Facility Program
- Next Steps

Project purpose –
- Identify needed facilities
- Estimate costs to provide these facilities
- Calculate development impact fees to provide funding

Activities –
- Current facilities tours and interviews
- State-of-the-art facilities tours
- Comparable cities identification
- Bonney Lake tour
  -Summary- Lessons learned -
- Consolidating departments helps create a cohesive team
- Carefully consider the public interface and security
- Include a multi-use Council Chambers/Court and community room
- Beyond the grand entrance – all spaces are important
- Careful with art

- Watch the systems details

Why use comparable cities-
- Black Diamond needs a basis for estimating future government facilities
- Method is used by Black Diamond for fiscal impact analysis
- Method is reasonable predictor of future conditions
  - *Steps for identifying comparable cities:*
    1. Estimate build-out population
    2. Identify cities ±20% estimated population
    3. Collect data for 24 comparison factors
    4. Establish thresholds of comparability for each factor
    5. Evaluate & score each city's comparability compare to threshold for each factor
    6. Rank cities by comparability
    7. Select comparable city or cities for plan

Facility program-
- Steps to develop
- Area required
- Gap analysis

Steps to develop-
- Project personnel based on interviews and comparable cities
- Establish standards for frequently recurring spaces
- Assign unique spaces to meet special needs
- Apply net-to-gross factor

Where we go from here –
- Refine the facility program and gap analysis based on comments and input from Council Work Session
- Develop space layout diagrams to illustrate important program requirements and ideal functional adjacencies
- Develop a preliminary conceptual cost estimate

Discussion took place regarding growth, numbers and phasing process.

ADJOURNMENT:

A **motion** was made by Councilmember Benson and **seconded** by Councilmember Deady to adjourn the meeting. Motion **passed** with all voting in favor (4-0).

The workstudy ended at 7:30 p.m.

ATTEST:

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Rebecca Olness, Mayor

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Rachel Pitzel, Deputy City Clerk