



Land Use & Economic Development Committee

Wednesday, September 8, 2021
5:30pm

(MEETING HELD VIA ZOOM)

Meeting Notes

Land Use & Economic Development Committee Attendees

Present: Councilmember Harris

Absent: Councilmember Emery
Councilmember Marine

Other Attendees

Mukilteo Chamber of Commerce President and CEO Kandace Barnes
City Administrator Powers
Finance Director Hunstock
Public Works Director Swisstack
Recreation and Cultural Services Director Price
Community Development Director Osaki

CALL TO ORDER - 5:40 PM (delayed due to technical difficulties)

1. Economic Recovery

Mukilteo Chamber of Commerce President and CEO Kandace Barnes mentioned that a significant issue affecting businesses right now is a labor shortage and how tight the labor market is. Early retirements, baby boomers retiring and other issues are making it difficult for businesses to find workers.

The impact is felt in Mukilteo and in other areas outside Mukilteo. For Mukilteo specifically, an example was cited of a business that cannot stay open at all times that it normally might because it cannot find sufficient employees.

Mukilteo Chamber of Commerce President and CEO Kandace Barnes indicated that she is monitoring discussions taking place on this issue and will report back in the future.

2. Comprehensive Plan Capital Facilities Element Amendments

Community Development Director Osaki stated that the purpose of this LU&ED Committee agenda item is to acquaint the Committee with the framework of a draft Ordinance related to Comprehensive Plan Capital Facilities Element amendments. The draft Ordinance includes an updated Six-Year Capital Improvement Program (CIP).

It was mentioned that the 2020 preliminary docket process included City Council placement of Capital Facilities Element amendments on the final 2020 docket. This included a Six-Year CIP update.

An updated Six-Year CIP has been integrated into a draft Ordinance that includes other amendments to the Capital Facilities Element. The draft Ordinance is now scheduled for a Planning Commission public hearing on September 16, 2021.

Community Development Director Osaki noted the draft Ordinance has three exhibits: A, B and C. He briefly summarized each exhibit.

Exhibit A are amendments to the Comprehensive Plan Capital Facilities Element which are part of the main Comprehensive Plan document. This section of the Comprehensive Plan includes goals and policies. Only very minor changes to goals and policies are proposed. Deleted from this section is the 2015-2020 Six-Year CIP and 20-year project lists, which are being updated with this amendment

Exhibit B is the updated Six-Year CIP and updated 20-year project lists. The Six-Year CIP is organized into two major sections and Appendices as follows:

Section 1. Background Text and Narrative

Section 2. Six-Year CIP Financial Tables and Projects

Appendices. The Appendix includes:

Appendix A - 20 Year Project Lists (years 7-20) for parks, transportation, surface water and non-motorized transportation projects.

Appendix B - Capital Facilities Element Goals and Policies (to allow for easier cross referencing to adopted goals and policies).

Appendix C - Capital facilities related definitions from the GMA and the Washington Administrative Code.

Appendix D - A copy of the Ordinance that adopts the Capital Facilities Element amendments, including the Six-Year CIP and 20-year project lists.

Exhibit C to the draft Ordinance will be the findings and conclusions supporting and justifying the City Council's adoption of the Ordinance.

3. Mukilteo Boys and Girls Club - Public Use Agreement

Community Development Director Osaki stated that the Mukilteo Boys and Girls Clubs of Snohomish County (BGCSC) officially opened its new Mukilteo facility at 10600 47th Place West in January 2019. The facility includes a building with a gym, meeting rooms and computer lab, and also a ball field.

The Mukilteo Boys and Girls Club is located on City owned property and is subject to a lease agreement. As the new Mukilteo BGCSC facility approached its opening, the City Council expressed interest in having a public use agreement with the BGCSC for the building (the original 2006 lease agreement with the BGCSC contained public use provisions for the ball field).

At its January 28, 2019 meeting, public use agreement language for the building was brought forward to the City Council for discussion. City Council direction was for a public use agreement that was more specific, especially on fees.

The latest draft public use agreement discussed between the City and BGCSC was presented. In developing the agreement, the public use provisions for the ball fields was revised and integrated into the new public use provisions for the building.

The draft Agreement contains provisions that:

- Identifies available times of use and specific fees for two building features:
 - Gymnasium; and,
 - Community Room

Other parts of the building, such as the computer lab, would not be available for general public use given the nature of the equipment in that room.

- Provides that public use of the building is allowed after the Mukilteo Boys and Girls Club normal hours of operation. This includes Sundays, when the Boys and Girls Clubs facility is normally closed.
- Identifies available times of use and specific fees for the ball field.
- For both the ball field and the building, the fees identified in the Agreement are to remain in place for at least one year from the execution of the Agreement.
- After one year from the execution of the Agreement, fee increases up to 20% over the amount identified in the Agreement are allowed, subject to approval by the City Administrator. Fee increases (or cumulative increases) over 20% of the amount specified in the Agreement require City Council approval.

Community Development Director Osaki mentioned the portion of the agreement in the Table related to the ball field can be confusing to read since it blends public use based on school year/non-school year along with sports seasons/non-sports seasons. This will be revised to be more clear prior to taking the agreement to the City Council.

4. LU&ED Committee October Meeting Date

Community Development Director Osaki mentioned that, at its September meeting, the LU&ED Committee expressed a desire to move meetings to Wednesdays. Based on that, the October LU&ED Committee meeting will be Wednesday, October 6, 2021 at 5:30PM.

ADJOURNMENT: 7:00PM