



## CITY OF CARNATION

### PARKS ADVISORY BOARD MEETING

# AGENDA

#### Planning Board

Stuart Lisk

M'Liss Moon

Jim Berger

Vivian Anshell

#### City Staff:

Bob Jean,  
*Interim City  
Manager*

Amanda Smeller,  
*City Planner*

Mary Madole,  
*City Clerk*

Date: July 13, 2020

Time: 7:00 P.M.

Location: In compliance with the stay at home order and prohibition on public gatherings, this Parks Advisory Board meeting will be conducted entirely online. All Parks Advisory Board members and staff will be participating remotely.

Members of the public are invited to visit <https://bit.ly/200713pa> or [www.carnationwa.gov/pabagendas](http://www.carnationwa.gov/pabagendas) for a link to join the online meeting. For a link to join the online meeting, or to listen by phone call 509.724.0556 or 833.827.2625 (Toll-Free) Conference ID: 170 263 780#

#### **AGENDA ITEMS:**

1. Approval of minutes from June 22, 2020 meeting
2. Citizen Comments and Requests: Comment on meeting agenda items or other issues of note or concern may be provided orally by joining/calling the online meeting, or in writing to [clerk@carnationwa.gov](mailto:clerk@carnationwa.gov). To provide oral public comment please sign-in 30 minutes before the start of the meeting by using the Chat tab in the Teams online meeting interface at <https://bit.ly/200713pa>, or by contacting the City Clerk at [clerk@carnationwa.gov](mailto:clerk@carnationwa.gov) or 425-549-0403.
3. Pickleball/tennis court planned rehab and ribbon cutting - tentative schedule
4. PROS Process
  - a. Consultant selection
  - b. Consultant introduction
  - c. Next steps
5. Review of preliminary meeting agenda items
6. Other
7. Adjournment

CITY OF CARNATION

MINUTES OF THE PARKS ADVISORY BOARD MEETING

June 22, 2020

The Park Advisory Board meeting began at 7:05 PM with all attendees participating by videoconference.

Present: Boardmember Vivian Anschell, Boardmember Jim Berger, Boardmember M'Liss Moon, Mayor Kim Lisk, Interim City Manager Bob Jean, City Planner Amanda Smeller, City Clerk Mary Madole, Treasurer Kelly Russell, and citizens present. Boardmember Stuart Lisk was late.

Approval of Minutes:

MOTION BY BOARDMEMBER BERGER AND SECOND BY BOARDMEMBER MOON TO APPROVE THE MINUTES OF THE MAY 28, 2020, PARKS ADVISORY BOARD MEETING AS PRESENTED. MOTION PASSED UNANIMOUSLY (4-0).

New Business:

*Pickleball/Tennis Courts at Memorial Park:* Interim City Manager Jean reported that the City has a grant to improve the tennis courts at Memorial Park, but the idea of converting one tennis court into more pickleball courts has been raised. Discussion took place. Agreement was reached to keep with the initial plan to improve both tennis courts with pickle ball overlays.

*Master Work Plan 2020-2021:* Interim City Manager Jean reviewed the Master Work Plan goals for 2020-2021 which includes the creation of a Parks, Recreation and Open Space (PROS) Plan that will be incorporated by reference into the Parks and Recreation Element of the Carnation Comprehensive Plan.

Election of Chairperson & Vice-Chairperson:

*Chairperson:* Boardmember Lisk nominated Boardmember Moon for the position of Chairperson. Boardmember Moon nominated Boardmember Berger. No further nominations were offered. One (1) vote was cast for Boardmember Lisk. Two (2) votes were cast for Boardmember Berger. Boardmember Anschell abstained. BOARDMEMBER BERGER ELECTED AS PARKS ADVISORY BOARD CHAIRPERSON.

*Vice-Chairperson:* Boardmember Lisk nominated Boardmember Moon for the position of Vice-Chairperson. No further nominations were offered. Four (4) votes were cast for Boardmember Moon. BOARDMEMBER MOON ELECTED AS PARKS ADVISORY BOARD VICE-CHAIRPERSON.

Unfinished Business:

*PROS Plan Process Update:* City Planner Smeller reported that consultant interviews will be held on June 29<sup>th</sup> and Council approval of the selected consultant is anticipated on July 7<sup>th</sup>.

Other:

*Meeting Schedule:* Agreement was reached to change the regular Parks Advisory Board meeting date to the second Monday of each month at 7:00 PM.

*Other:* Interim City Manager Jean reported that Mr. Michael Fiset has expressed interest in making a donation to the City's park system.

The meeting adjourned at 8:15 PM.

CITY OF CARNATION

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MINUTES OF THE PARKS ADVISORY BOARD MEETING

June 22, 2020

Prepared By: \_\_\_\_\_  
Mary Madole, City Clerk

Approved at the Parks Advisory Board meeting on July 13, 2020.

\_\_\_\_\_  
Jim Berger, Parks Advisory Board Chairperson



## MEMORANDUM

Date: July 9, 2020  
To: Parks Advisory Board  
From: Amanda Smeller, City Planner  
Re: PROS Plan Update

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### **Consultant Selection:**

The Consultant Task Team convened on June 29, 2020 to interview the three consultants. City Council requested the Task Team provide a recommendation to include consultant firm, scope of work, and budget. At the close of the interviews, the Task Team deliberated and ultimately chose BERK Consulting to recommend to City Council for approval. While all three firms were strong contenders, the Task Team appreciated the existing relationship the City has with BERK Consulting. The Team further chose to recommend a scope of work that will get the City a full PROS Plan with a budget not to exceed \$45,000.

At their July 7 meeting, City Council discussed the Task Team's recommendation. Council authorized the City Manager to execute an agreement with BERK Consulting for a full PROS Plan and a budget not to exceed \$45,000. BERK staff and City staff are working on formally executing the agreement and finalizing documentation. The proposed scope of work, fee schedule, and timeline are attached.

### **Consultant Introduction:**

Members of the BERK consultant team will attend the July meeting to introduce themselves and answer any initial questions the Parks Advisory Board may have.

### **Next Steps:**

City staff and BERK Consulting will hold a joint kick-off meeting in the next couple weeks to update the project work plan and get the project officially started. This updated work plan will be presented to the Parks Advisory Board at their August meeting.

Further, Interim City Manager Bob Jean has raised the idea of a community survey that will combine various aspects of community issues, including the initial PROS Plan surveys. We are aiming for this to be issued in August. Also in August, we will discuss additional ideas for community input and engagement given that we are still prohibited from holding large gatherings.

# Scope of Work

## TASK 1. LAUNCH

The Consultant will attend a kick-off meeting with City staff to review the project management plan and timeline, clarify City and consultant team roles, brainstorm outreach and engagement objectives, identify key stakeholders, and establish communication protocols for the project. The Consultant will also tour the City park sites to review current park conditions and key issues. The Consultant will assess the existing data available to the City related to this project and identify any missing information to be collected. As part of this, the Consultant will submit a data request to the City for available information needed to complete the project.

## TASK 2. COMMUNITY ENGAGEMENT AND VISION

### Engagement Plan and Materials

The Consultant will peer review the City-developed Public Engagement Plan. The City will be responsible for meeting room reservations, noticing, and advertisements. The Consultant will develop a brand to support project identity and develop materials templates including a postcard, fact sheet, and posters. Materials will also be suitable for posting on the project website.

### Community Outreach and Engagement

Outreach methods and engagement events will be specified in the Engagement Plan. Given the changes we are experiencing in our community related to COVID-19, the engagement approach will be adapted to support social distancing. We will facilitate key events and model activities that can be carried out by staff more broadly. For this scope, we would anticipate a mix of events and activities that could include:

**Key Informant Interviews:** As an initial phase of engagement, we anticipate phone interviews with stakeholders to gather their perspectives on key assets, issues, and challenges.

**Visioning Focus Groups:** We anticipate working closely with city staff on facilitated small group discussions around a set of visioning topics to gather community input. Focus groups can be conducted virtually and designed to include either a broad sample of the general community, or to hear from specific groups. Potential topics include evaluation of existing recreational opportunities, key needs, and aspirations about the future.

**Vision Open House and Survey:** Visioning efforts are anticipated to include a Virtual Vision Open House and an online Community Survey. Virtual meetings could be sponsored by the newly formed Parks Board.

**Virtual Vision Open House:** The BERK team will develop draft guiding principles, an aerial base map for each park, and develop a photo array of facilities for community input through a virtual vision open house.

**Online Community Survey:** The virtual Vision Workshop will include a brief online survey to gather input from community members.

**Park Concept Open House:** The BERK team will share Visioning results and high-level concepts of

Carnation parks through a virtual open house with opportunities to provide input.

**Draft Plan Open House:** The Consultant will gather feedback on a draft PROS Plan through a virtual open house.

### TASK 3. INVENTORY AND LEVEL OF SERVICE ANALYSIS

With Task 3, the park system will be evaluated and developed for inclusion in the PROS Plan and Parks Element.

#### Trends, Demand, and Need Analysis

The Consultant will begin with a summary demographic profile of the population served by Carnation parks and recreation facilities and programs using Census and other local, state, and federal information, and demographic information from available reports. The Consultant will combine data from a variety of reliable sources to create a Community Profile and project anticipated changes in population that will inform demand for events, services, and physical investments. We will estimate park and recreation demand using national, state, and local information on leisure trends and usage.

#### System Inventory

The Consultant will collect City facility and insurance inventories, recent capital project information, and other background data relevant to the plan.

The Consultant will also review and assess the existing Parks Element, Shoreline Master Program, and other plans and documents relevant to parks, recreation, trails, and open space, and identify analytic components to leverage in the update. The Consultant will include County park inventory information. The BERK team will prepare a map and table highlighting the park inventory.

#### Level of Service Evaluation and Capital Plan

##### *Level of Service Evaluation*

The Consultant will prepare a range of level of service options, illustrate pros and cons of each, and identify which are feasible and aligned with City goals and community engagement results. The Consultant will identify the level of service needed for projected growth to ensure access for the community today and tomorrow.

##### *Capital Plan*

The Consultant will prepare a high-level screen of past revenues and capital projects based on adopted budgets, and a range of funding options that the City could consider in the future to fund parks. This will be a collaborative task with City finance staff who would provide historic trends in park operational and capital funding.

Using the park concepts and typical capital costs, the Consultant will assist City staff to develop a capital facility program and identify costs and potential opportunities for phasing and partnerships. This program is intended to support the City's Capital Facilities Element and budget over a 6- and 20-year period.

## TASK 4. DRAFT & FINAL PLAN

The Consultant will review goals and objectives in the current plan and, based on new information in prior tasks, evaluate and recommend modifications to the PROS Plan and Parks Element Vision, Policies, Goals, and Objectives. The plan will succinctly and graphically present the following:

- Inventory of all existing park, recreation and open space land and related services offered by the City and its public and private partners.
- Summary of research and findings, including community engagement results and analysis of trends, demand, and needs.
- Vision, Policies, Goals, and Objectives.
- Capital Improvement Program.

The Consultant will prepare the draft and revised documents including text, graphics, and maps in electronic format for the legislative review process and final adoption to be carried out by City staff.

## FINAL DELIVERABLES

Assumption: Native files (GIS layers, source documents, etc.) created for the PROS Plan will be transmitted to the City on conclusion of the project and become the property of the City of Carnation.

## FEE SCHEDULE

We propose a total budget not to exceed \$45,000 for the scope of work included in this proposal.

	BERK Consulting				Project Support	HBB	Total Hours and Estimated Cost by Task
	Lisa Grueter Principal	Radhika Sasikummar Nair Senior Associate	Jescelle Major Associate II	Jay Shih Associate II		Juliet Vong Landscape Architect	
2020 Hourly Rate	\$225	\$170	\$140	\$140	\$120	\$160	
<b>Task 1. Launch</b>	4	6	8			16	
<b>Task 2. Community Engagement and Vision</b>							
Engagement Plan and Materials			8				
Visioning Focus Groups (2)			8				
Key Informant Interviews (6-8)		6	4				
Virtual Open Houses with Survey (3)		8	52		6	64	
<b>Task 3. Inventory and LOS Analysis</b>							
Trends, Demand, and Need Analysis		4		12			
System Inventory		2		12			
Level of Service and Capital Plan	2	4	12	16		16	
<b>Task 4. PROS Plan and Parks Element</b>							
Preliminary and Draft	2	8	4				
Final Plan	2	4					
<b>Subtotal</b>	<b>10</b>	<b>42</b>	<b>96</b>	<b>40</b>	<b>6</b>	<b>96</b>	<b>290</b>
							<b>\$44,510</b>
<b>Total Estimated Hours</b>	<b>10</b>	<b>42</b>	<b>96</b>	<b>40</b>	<b>6</b>	<b>96</b>	<b>290</b>
<b>Cost (Hours*Rate)</b>	<b>\$2,250</b>	<b>\$7,140</b>	<b>\$13,440</b>	<b>\$5,600</b>	<b>\$720</b>	<b>\$15,360</b>	<b>\$44,510</b>
<b>Subtotal Consultant Cost</b>	<b>\$44,510</b>						
<b>Project Expenses at ~1% of Project Budget</b>	<b>\$490</b>						
<b>Estimated Project Total</b>	<b>\$45,000</b>						

## TIMELINE

We anticipate launching the project in July 2020 and adoption in summer 2021, concurrently with the City's Parks Element update, as well as the CIP and TIP/STIP.



# City of Carnation Meeting Calendar and Preliminary Agendas

*This list is intended to be used for planning purposes only. Agenda items and dates may change.*

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## 7/13/2020 Parks Board

DISCUSSION 7:00 PM Parks Advisory Board meeting  
*Origin:* *Staff:* City Planner *Firm Date?*

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## 7/14/2020 Communications Committee

DISCUSSION 6:00 PM Communications Task Team  
*Origin:* *Staff:* City Manager *Firm Date?*

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## 7/18/2020 City Council

### RETREAT

DISCUSSION Council-Manager Retreat, 9:00 AM - 3:00 PM  
*Origin:* Council of the Whole *Staff:* City Manager *Firm Date?*

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## 7/21/2020 City Council

### AGENDA BILLS

MOTION Accepting Second Quarter 2020 Financial Report.  
*Origin:* Finance & Operations *Staff:* City Manager *Firm Date?*

RESOLUTION Approving Terms of Sale for the Old Maintenance Shop.  
*Origin:* City Manager *Staff:* City Manager *Firm Date?*

RESOLUTION Adopting 2021 TIP and 2021-2026 STIP  
*Origin:* City Manager *Staff:* City Clerk *Firm Date?*

### PUBLIC HEARING

DISCUSSION 2021-2026 STIP.  
*Origin:* City Manager *Staff:* City Clerk *Firm Date?*

### 5:30 WORKSHOP

DISCUSSION LI/M Economic Development Proposal  
*Origin:* City Manager *Staff:* City Manager *Firm Date?*

DISCUSSION Summer/Fall Calendar  
*Origin:* City Manager *Staff:* City Manager *Firm Date?*

DISCUSSION PROS Budget Amendment  
*Origin:* City Manager *Staff:* City Manager *Firm Date?*

DISCUSSION PB proposed amendments to Land Use Code Chapters 15.64 Floodplains, 15.40 Permissible Uses, 15.18 Land Use Approvals.  
*Origin:* City Manager *Staff:* City Planner *Firm Date?*

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## 7/22/2020 Hearing Examiner

### PUBLIC HEARING

Preliminary Plat - Tolt River Terrace (MainVue Homes)  
*Origin:* City Manager *Staff:* City Planner *Firm Date?*

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**7/28/2020 Planning Board****PUBLIC HEARING**

Proposed amendments to Land Use Code Chapters 15.64 Floodplains, Ch 15.40 Permissible Uses, Ch 15.18 Land Use Approvals.

*Origin:* 2020 Docket

*Staff:* City Planner

*Firm Date?*

**NEW BUSINESS****DISCUSSION**

Review proposed amendments to Comp Plan Chapters 7 & 9

*Origin:* 2020 Docket

*Staff:* City Planner

*Firm Date?*

**RECOMMENDATION****MOTION**

Recommendation to City Council re amendments to Land Use Code Chapters 15.64 Floodplains, Ch 15.40 Permissible Uses, Ch 15.18 Land Use Approvals.

*Origin:* 2020 Docket

*Staff:* City Planner

*Firm Date?*

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**7/29/2020 Hearing Examiner****PUBLIC HEARING**

Preliminary Plat Clarification - Tolt Meadows 2 (John Day Homes)

*Origin:* City Manager

*Staff:* City Planner

*Firm Date?*

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**8/4/2020 City Council****AGENDA BILLS****ORDINANCE**

Amending Ch 15.64 CMC to adopt 2007 FEMA NFIP FIRM (effective date 08/19/2020)

*Origin:* City Manager

*Staff:* City Planner

*Firm Date?*

**OTHER BUSINESS****DISCUSSION**

2018 Washington Building Codes (adoption due before 02/01/2021)

*Origin:* City Manager

*Staff:* City Clerk

*Firm Date?*

**PUBLIC HEARING**

Recommended amendments to Land Use Code Ch 15.64 Floodplains to adopt 2007 FEMA NFIP FIRM.

*Origin:* City Manager

*Staff:* City Planner

*Firm Date?*

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**8/10/2020 Parks Board****DISCUSSION**

7:00 PM Parks Advisory Board meeting

*Origin:*

*Staff:* City Planner

*Firm Date?*

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**8/18/2020 City Council****AGENDA BILLS****ORDINANCE**

Adopting the 2018 Washington State Building Codes. (adoption due before 11/01/2020)

*Origin:* City Manager

*Staff:* City Clerk

*Firm Date?*

**RESOLUTION**

Adopt revised Fire Fees.

*Origin:* City Manager

*Staff:* City Clerk

*Firm Date?*

**RESOLUTION**

Tolt Meadows 2 Final Plat

*Origin:* City Manager

*Staff:* City Planner

*Firm Date?*

**PUBLIC HEARING**

Recommended amendments to Land Use Code Chapters 15.40 Permissible Uses, & 15.18 Land Use Approvals.

*Origin:* City Manager

*Staff:* City Planner

*Firm Date?*

**PRESENTATION****DISCUSSION**

2020-Q2 Police Report

*Origin:* City Manager

*Staff:* Deputy Davis & Major McSwai

*Firm Date?*

**5:30 WORKSHOP****DISCUSSION**

5:30 Workshop prior to regular meeting, third Tuesday of each month.

*Origin:* Council of the Whole

*Staff:* City Manager

*Firm Date?*

**DISCUSSION**

Recology solid waste contract amendment and extension.

*Origin:* City Manager

*Staff:* City Manager

*Firm Date?*

<b>8/22/2020</b>	<b>City Council</b>			
<b>WORKSHOP</b>				
DISCUSSION	(10:00 AM - 3:00 PM) 2021 Finance & Budget Workshop			
	<i>Origin:</i> City Manager	<i>Staff:</i> City Manager	<i>Firm Date?</i>	<input type="checkbox"/>
<b>8/25/2020</b>	<b>Planning Board</b>			
<b>PUBLIC HEARING</b>				
DISCUSSION	Proposed 2020 Amendments to Comprehensive Plan Chapters 7 & 9, and CMC Ch 15.32 Non-Conforming Situations.			
	<i>Origin:</i> 2020 Docket	<i>Staff:</i> City Planner	<i>Firm Date?</i>	<input type="checkbox"/>
<b>RECOMMENDATION</b>				
MOTION	Recommendation to City Council regarding 2020 Amendments to Comprehensive Plan Chapters 7 & 9, and CMC Ch 15.32 Non-Conforming Situations.			
	<i>Origin:</i> 2020 Docket	<i>Staff:</i> City Planner	<i>Firm Date?</i>	<input type="checkbox"/>
<b>8/31/2020</b>	<b>Hearing Examiner</b>			
<b>PUBLIC HEARING</b>				
	Appeal, Anderson Apartments (Actual date to be determined)			
	<i>Origin:</i>	<i>Staff:</i>	<i>Firm Date?</i>	<input type="checkbox"/>
<b>9/1/2020</b>	<b>City Council</b>			
<b>AGENDA BILLS</b>				
MOTION	Approval of Recology contract amendment and extension.			
	<i>Origin:</i> City Manager	<i>Staff:</i> City Manager	<i>Firm Date?</i>	<input type="checkbox"/>
<b>OTHER BUSINESS</b>				
DISCUSSION	Review of the 2020 Update to the Carnation Comprehensive Emergency Management Plan. (due in December)			
	<i>Origin:</i> Public Health & Safety	<i>Staff:</i> City Manager	<i>Firm Date?</i>	<input type="checkbox"/>
DISCUSSION	Review of Planning Board recommendation for 2020 Amendments to Comprehensive Plan Chapters 7 & 9, and and CMC Ch 15.32 Non-Conforming Situations.			
	<i>Origin:</i> City Manager	<i>Staff:</i> City Planner	<i>Firm Date?</i>	<input type="checkbox"/>
<b>9/14/2020</b>	<b>Parks Board</b>			
DISCUSSION	7:00 PM Parks Advisory Board meeting			
	<i>Origin:</i>	<i>Staff:</i> City Planner	<i>Firm Date?</i>	<input type="checkbox"/>
<b>9/15/2020</b>	<b>City Council</b>			
<b>AGENDA BILLS</b>				
ORDINANCE	Adoption of recommended amendments to Comprehensive Plan Chapters 7 & 9, and and CMC Ch 15.32 Non-Conforming Situations.			
	<i>Origin:</i> City Manager	<i>Staff:</i> City Planner	<i>Firm Date?</i>	<input type="checkbox"/>
RESOLUTION	Adopting the 2020 Update to the Carnation Comprehensive Emergency Management Plan. (due in December)			
	<i>Origin:</i> Public Health & Safety	<i>Staff:</i> City Manager	<i>Firm Date?</i>	<input type="checkbox"/>
<b>PUBLIC HEARING</b>				
DISCUSSION	Recommended amendments to Comprehensive Plan Chapters 7 & 9, and and CMC Ch 15.32 Non-Conforming Situations.			
	<i>Origin:</i> City Manager	<i>Staff:</i> City Planner	<i>Firm Date?</i>	<input type="checkbox"/>
<b>5:30 WORKSHOP</b>				
DISCUSSION	Financial Forecast and 2021 Budget Preview.			
	<i>Origin:</i> City Manager	<i>Staff:</i> City Manager	<i>Firm Date?</i>	<input type="checkbox"/>

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**9/22/2020 Planning Board****NEW BUSINESS**

DISCUSSION Proposed amendments to Chapter 15.48 CMC "Density & Dimensions" related to garage setbacks in MU zone.

*Origin:* 2020 Docket

*Staff:* City Planner

*Firm Date?*

DISCUSSION Proposed amendments to Chapter 15.76 CMC "Screening, Landscaping, and Trees"

*Origin:* 2020 Docket

*Staff:* City Planner

*Firm Date?*

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**10/6/2020 City Council****OTHER BUSINESS**

DISCUSSION 2021 Preliminary Budget Proposal/Budget Message

*Origin:* City Manager

*Staff:* City Manager

*Firm Date?*

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**10/12/2020 Parks Board**

DISCUSSION 7:00 PM Parks Advisory Board meeting

*Origin:*

*Staff:* City Planner

*Firm Date?*

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**10/20/2020 City Council****OTHER BUSINESS**

DISCUSSION Continued review of 2021 Proposed Preliminary Budget.

*Origin:* City Manager

*Staff:* City Manager

*Firm Date?*

**5:30 WORKSHOP**

DISCUSSION 5:30 Workshop prior to regular meeting, third Tuesday of each month.

*Origin:* Council of the Whole

*Staff:* City Manager

*Firm Date?*

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**10/27/2020 Planning Board****UNFINISHED BUSINESS**

DISCUSSION Continued review of proposed amendments to Chapter 15.76 CMC "Screening, Landscaping, and Trees".

*Origin:* 2020 Docket

*Staff:* City Planner

*Firm Date?*

DISCUSSION Continued review of proposed amendments to Chapter 15.48 CMC "Density & Dimensions" related to garage setbacks in MU zone.

*Origin:* 2020 Docket

*Staff:* City Planner

*Firm Date?*

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**11/3/2020 City Council****PUBLIC HEARING**

DISCUSSION 2021 Preliminary Budget & Revenue Sources.

*Origin:* City Manager

*Staff:* City Manager

*Firm Date?*

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**11/9/2020 Parks Board**

DISCUSSION 7:00 PM Parks Advisory Board meeting

*Origin:*

*Staff:* City Planner

*Firm Date?*

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**11/17/2020 City Council****AGENDA BILLS**

ORDINANCE Adopting 2021 Property Tax Levy.

*Origin:* City Manager

*Staff:* City Clerk

*Firm Date?*

RESOLUTION Certifying the budget for the 2021 Property Tax Levy.

*Origin:* City Manager

*Staff:* City Clerk

*Firm Date?*

**PUBLIC HEARING**

DISCUSSION 2021 Budget.

*Origin:* City Manager

*Staff:* City Manager

*Firm Date?*

**5:30 WORKSHOP**

DISCUSSION 5:30 Workshop prior to regular meeting, third Tuesday of each month.

*Origin:* Council of the Whole

*Staff:* City Manager

*Firm Date?*

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**11/24/2020 Planning Board****PUBLIC HEARING**

DISCUSSION Proposed amendments to Land Use Code Chapters 15.48 &amp; 15.76.

*Origin:* 2020 Docket*Staff:* City Planner*Firm Date?* **RECOMMENDATION**

MOTION Recommendation to City Council regarding amendments to Land Use Code Chapters 15.48 &amp; 15.76.

*Origin:* 2020 Docket*Staff:**Firm Date?* 

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**12/1/2020 City Council****AGENDA BILLS**

ORDINANCE Amending 2020 Budget.

*Origin:* City Manager*Staff:* Treasurer*Firm Date?* 

ORDINANCE Adopting 2021 Budget.

*Origin:* City Manager*Staff:* City Manager*Firm Date?* 

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**12/14/2020 Parks Board**

DISCUSSION 7:00 PM Parks Advisory Board meeting

*Origin:**Staff:* City Planner*Firm Date?* 

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**12/15/2020 City Council**

Regular meeting.

*Origin:**Staff:**Firm Date?* **5:30 WORKSHOP**

DISCUSSION 5:30 Workshop prior to regular meeting, third Tuesday of each month.

*Origin:* Council of the Whole*Staff:* City Manager*Firm Date?* 

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**12/22/2020 Planning Board**

Regular meeting.

*Origin:**Staff:* City Planner*Firm Date?* 

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**1/5/2021 City Council****ORGANIZATIONAL MEETING**

Elect Deputy Mayor, make appointments to Council Committee and Liaisons.

*Origin:* Rules of Procedure*Staff:* City Clerk*Firm Date?* 

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**1/11/2021 Parks Board**

DISCUSSION 7:00 PM Parks Advisory Board meeting

*Origin:**Staff:* City Planner*Firm Date?* 

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**1/19/2021 City Council**

Authorize 2021 Docket for amendments to the Comprehensive Plan and Land Use Code

*Origin:* CMC*Staff:* City Planner*Firm Date?* **5:30 WORKSHOP***Origin:**Staff:**Firm Date?* 

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**1/26/2021 Planning Board****NEW BUSINESS**

DISCUSSION 2021 Docket for amendments to Comprehensive Plan and Land Use Code.

*Origin:* 2021 Docket*Staff:* City Planner*Firm Date?* 

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**2/2/2021 City Council****OTHER BUSINESS**

DISCUSSION ILA with King County for District Court Services (expires 12/31/2021)

*Origin:* City Manager*Staff:* City Manager*Firm Date?*

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**2/8/2021 Parks Board**

DISCUSSION 7:00 PM Parks Advisory Board meeting

*Origin:*

*Staff:* City Planner

*Firm Date?*

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**2/16/2021 City Council**

**AGENDA BILLS**

MOTION Approving ILA with King County for District Court Services (expires 12/31/2021)

*Origin:* City Manager

*Staff:* City Manager

*Firm Date?*

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**5:30 WORKSHOP**

*Origin:*

*Staff:*

*Firm Date?*

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**2/23/2021 Planning Board**

**UNFINISHED BUSINESS**

DISCUSSION 2021 Docket for amendments to Comprehensive Plan and Land Use Code.

*Origin:* 2021 Docket

*Staff:* City Planner

*Firm Date?*

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**3/2/2021 City Council**

Regular Meeting

*Origin:*

*Staff:*

*Firm Date?*

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**3/8/2021 Parks Board**

DISCUSSION 7:00 PM Parks Advisory Board meeting

*Origin:*

*Staff:* City Planner

*Firm Date?*

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**3/16/2021 City Council**

**OTHER BUSINESS**

DISCUSSION Review draft 2022 TIP and 2022-2027 STIP

*Origin:* City Manager

*Staff:* City Clerk

*Firm Date?*

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**5:30 WORKSHOP**

*Origin:*

*Staff:*

*Firm Date?*

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**3/23/2021 Planning Board**

**UNFINISHED BUSINESS**

DISCUSSION 2021 Docket for amendments to Comprehensive Plan and Land Use Code.

*Origin:* 2021 Docket

*Staff:* City Planner

*Firm Date?*

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**4/6/2021 City Council**

**PUBLIC HEARING**

2022 TIP and 2022-2027 STIP

*Origin:* City Manager

*Staff:* City Clerk

*Firm Date?*

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**4/12/2021 Parks Board**

DISCUSSION 7:00 PM Parks Advisory Board meeting

*Origin:*

*Staff:* City Planner

*Firm Date?*

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**4/20/2021 City Council**

**AGENDA BILLS**

RESOLUTION Adopt 2022 TIP and 2022-2027 STIP

*Origin:* City Manager

*Staff:* City Clerk

*Firm Date?*

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**5:30 WORKSHOP**

*Origin:*

*Staff:*

*Firm Date?*

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**4/27/2021 Planning Board**

**UNFINISHED BUSINESS**

DISCUSSION 2021 Docket for amendments to Comprehensive Plan and Land Use Code.

*Origin:* 2021 Docket

*Staff:* City Planner

*Firm Date?*

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**5/4/2021 City Council**

Regular Meeting

*Origin:*

*Staff:*

*Firm Date?*

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**5/10/2021 Parks Board**

DISCUSSION 7:00 PM Parks Advisory Board meeting

*Origin:*

*Staff:* City Planner

*Firm Date?*

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**5/18/2021 City Council**

Regular Meeting

*Origin:*

*Staff:*

*Firm Date?*

**5:30 WORKSHOP**

*Origin:*

*Staff:*

*Firm Date?*

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**5/25/2021 Planning Board**

**PUBLIC HEARING**

2021 Docket for amendments to Comprehensive Plan and Land Use Code.

*Origin:* 2021 Docket

*Staff:* City Planner

*Firm Date?*

**RECOMMENDATION**

MOTION 2021 Docket for amendments to Comprehensive Plan and Land Use Code.

*Origin:* 2021 Docket

*Staff:* City Planner

*Firm Date?*

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**6/1/2021 City Council**

Regular Meeting

*Origin:*

*Staff:*

*Firm Date?*

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**6/14/2021 Parks Board**

DISCUSSION 7:00 PM Parks Advisory Board meeting

*Origin:*

*Staff:* City Planner

*Firm Date?*

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**6/15/2021 City Council**

Regular Meeting

*Origin:*

*Staff:*

*Firm Date?*

**5:30 WORKSHOP**

*Origin:*

*Staff:*

*Firm Date?*

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**6/22/2021 Planning Board**

Regular Meeting

*Origin:*

*Staff:* City Planner

*Firm Date?*

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**9/6/2022 City Council**

**OTHER BUSINESS**

DISCUSSION CaTV Tax 5.04.030(F)&(H).

*Origin:* Ordinance 914

*Staff:* City Manager

*Firm Date?*

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