



**City of Lake Forest Park
City Council Communications Committee
Monday, June 19, 2017
4:30 p.m.
Lake Forest Park City Hall
Lake Forest Room
17425 Ballinger Way NE
MEETING AGENDA**

Committee Members: Phillippa Kassover, Chair; Mark Phillips, Tom French

4:30 p.m. **Call to Order**
Adoption of Agenda
Approval of Meeting Notes – May 22, 2017

Committee Discussion Topics

1. Debrief on June 12, 2017 Town Hall
2. Review Upcoming Public Outreach for “Big Five” Projects
3. Website Redesign Update
4. Other Business

6:00 p.m. **Adjourn**

**Council Communications Committee Notes
Lake Forest Room
May 22, 2017**

Councilmembers Present: Phillippa Kasover, Chair; Mark Phillips; Tom French

Councilmembers Absent: None

Staff Present: Pete Rose, City Administrator; Jennifer Martin, Records Management Specialist

Visitors: 2

Chair Kasover called the meeting to order at 4:30 p.m.

Approval of Agenda

French moved, Phillips seconded, to adopt the agenda as presented. The motion carried unanimously.

Approval of Meeting Notes – April 24, 2017

Phillips moved, French seconded, to approve the meeting notes of April 24, 2017 as presented. The motion carried unanimously.

Review "Big Five" Document

The Committee discussed the first draft of the "Lake Forest Park and The Big Five" document. The introduction and each section (Safe Streets; Safe Highways; Healthy Creeks; Parks, Recreation, Open Space and Trails; Central Subarea Plan) were reviewed for content, to adjust language as needed, and to fill in blank spots. For the introduction section, Cmbr. Phillips suggested adding "natural environment" to the first bulleted question. There were questions on why the "Funding Sources" sections were included. Cmbr. Kasover thought that it was important for the community to know where the funding was coming from for each project. For the Safe Highways section, City Administrator Rose clarified that the Sound Transit 3 Bus Rapid Transit improvements were the minimum baseline, and that it was up to the City to propose other improvements and add the City needs to the project. For the Central Subarea Plan section, Cmbr. Kasover will add wording about the proposed parking structure.

Cmbr. Kasover indicated that the document was a very preliminary draft and that she would work on modifications this week. Cmbrs. French and Phillips thanked her for putting together the draft document.

Planning for June Town Hall

The Town Hall was set for Monday, June 12, 2017, from 7:00-9:00 p.m. There will be a motion at the May 25 City Council meeting to adopt this date and time. Cmbr. Kasover described a draft layout of how the Town Hall would run: presentation at the beginning, possibly with an introduction by the Deputy Mayor, each Councilmember would speak for a few minutes about the topics, then questions and comments would be taken by citizens. There would also be a moderator to keep the Town Hall on track. Cmbrs. French and Phillips agreed with this structure. The Committee agreed that each

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1 Councilmember would speak for themselves, not on behalf of the whole Council. Cmr. Phillips offered
2 to supply light refreshments for the Town Hall.

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4 Comments were then taken from the two visitors.

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6 **Adjournment**

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8 There being no further business, the meeting was adjourned at 5:40 p.m.

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10 Respectfully submitted:

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12

13 Jennifer Martin

14 Records Management Specialist

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