



# ARTS COUNCIL REGULAR HYBRID MEETING

Wednesday, July 16, 2025 | 5:30pm

## BOARD MEMBERS:

Councilors: Suzanne Skone, Jonathan Harrington,  
Hannah Youn, Irene Rajagopal, Katie Kratzer,  
Britta Echtle, and Pam Rock

## LOCATION & CONTACT

MICEC – Slater Room Council Chambers  
and via Zoom  
8236 SE 24<sup>th</sup> Street | Mercer Island, WA 98040  
Phone: 206.275.7600 | [www.mercerisland.gov](http://www.mercerisland.gov)

*We strive to create an inclusive and accessible experience. Those requiring accommodation for meetings should notify the Staff Liaison's Office 3 days prior to the meeting at 206.795.8518 or by emailing [Katie.Herzog@mercerisland.gov](mailto:Katie.Herzog@mercerisland.gov).*

The virtual meeting will be broadcast live on Zoom and recorded and saved on the City's [YouTube Channel](#).

**Registering to Speak:** Individuals wishing to speak live during Appearances must register their request with the staff liaison at 206.795.8518 or [email](#) before 4 PM on the day of the Arts Council meeting. Each speaker will be allowed three (3) minutes to speak.

**Join by Telephone at 5:30 PM:** Call 253.215.8782 and enter Webinar ID 891 2336 1265 and Password 076260.

**Join by Internet at 5:30 PM:**

- 1) Click [this link](#).
- 2) If the Zoom app is not installed on your computer, you will be prompted to download it.
- 3) If prompted for Webinar ID, enter 891 2336 1265; Enter Password 076260.

**Join in person at 5:30 PM:** Mercer Island Community & Event Center 8236 SE 24<sup>th</sup> Street, Mercer Island

## CALL TO ORDER & ROLL CALL - 5:30 PM

## PUBLIC APPEARANCES

## STAFF LIAISON REPORT

1. Staff Liaison Report and Planning Schedule

## REGULAR BUSINESS

2. Approve the minutes of the March 19, 2025 Special Hybrid Meeting  
Recommended Action: Approve minutes.
3. AC25-03: Arts Council Officer Elections  
Recommended Action: Appoint a Chair and Vice Chair.
2. AC25-04: 2024 Recreation Division Annual Report  
Recommended Action: Receive report.

## OTHER BUSINESS

4. Absences

## ADJOURNMENT



# **Department Report**

## **[Placeholder]**

### **Coming soon**



# ARTS COUNCIL

## 2025 PLANNING SCHEDULE

Items are not listed in any particular order.  
Agenda items & meeting dates are subject to change.

**REMINDER: NO MEETINGS IN AUGUST**

<b>JULY 16, 5:30 PM</b> Absences:		<b>STAFF WORK TUE 7/08</b>	<b>AGENDA GO LIVE WED 7/09</b>
<b>TIME/TOPIC</b>		<b>STAFF</b>	
	AC25-03: Arts Council Officer Elections	Katie Herzog	
	AC25-04: 2024 Recreation Division Annual Report	Ryan Daly/Katie Herzog	

<b>OCTOBER 15, 5:30 PM</b> Absences:		<b>STAFF WORK TUE 10/07</b>	<b>AGENDA GO LIVE WED 10/08</b>
<b>TIME/TOPIC</b>		<b>STAFF</b>	
	AC25-XX: Deane’s Children’s Park AIPP	Shelby Perrault	
	AC25-XX: GHOSG Activation Plan Kick-off	Sarah Bluvass	
	AC25-XX: Arts & Culture Comprehensive Plan Kick-off	Sarah Bluvass/Ryan Daly	
	AC25-XX: 2025 - 2026 City Arts & Culture Workplan Update	Katie Herzog	



# ARTS COUNCIL MINUTES SPECIAL HYBRID MEETING

Wednesday, March 19, 2025

## CALL TO ORDER

Vice Chair Becker called the meeting to order at 5:31pm.

## ROLL CALL

Vice Chair Daniel Becker, and Councilors Suzanne Skone, Jonathan Harrington, Hannah Youn, and Katie Kratzer were present. Council Liaison Mayor Salim Nice was present.

Chair Elizabeth Mitchell was absent.

Councilor Irene Rajagopal joined the meeting at 5:33pm

Recreation Supervisor Katie Herzog, CIP Project Manager Sarah Bluvas, and Recreation Specialist Raven Gillis were present.

## PUBLIC APPEARANCES

There were no public appearances.

## SPECIAL BUSINESS

### 1. Approval of Minutes

Minutes from the January 15, 2025 Regular Meeting

It was moved by Harrington; seconded by Skone to:

**Approve the minutes from the January 15, 2025, Regular Meeting.**

Passed: 6 – 0

### 2. 6-Year Workplan for Art in Public Places Progress

Sarah Bluvas, CIP Project Manager, presented. Councilors asked questions and provided final feedback on planning documents.

It was moved by Kratzer; seconded by Skone to:

**Recommend that the 6-Year Workplan for Art in Public Places be adopted by the City Council.**

Passed: 6 – 0

## OTHER BUSINESS

### 3. Absences

Councilor Skone reported she may not be able to attend the next Special meeting scheduled for April 30<sup>th</sup>.

Vice Chair Becker asked for a motion to excuse Chair Mitchell's absence from tonight's meeting.

It was moved by Kratzer; seconded by Skone to:  
**Excuse Chair Mitchell's absence from tonight's meeting.**

Passed: 6 – 0

#### **ADJOURNMENT**

The Special Hybrid Meeting adjourned at 6:03pm.

DRAFT



## ARTS COUNCIL CITY OF MERCER ISLAND

AC 25-03  
July 16, 2025  
Regular Business

Item 3.

### AGENDA BILL INFORMATION

<b>TITLE:</b>	AC 25-03: Arts Council Officer Elections	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Recommendation
<b>RECOMMENDED ACTION:</b>	Appoint a Chair and Vice Chair	

<b>STAFF:</b>	Katie Herzog, Recreation Supervisor
<b>EXHIBITS:</b>	N/A

### EXECUTIVE SUMMARY

The purpose of this staff report is to present the process for the election of officers for the Mercer Island Arts Council (AC).

### BACKGROUND

According to the [Mercer Island Arts Council Bylaws](#), the positions of Chair and Vice Chair are elected annually by the Arts Council during the July meeting. Each officer serves a one-year term, with no term limits, allowing members to be re-elected to the same position in subsequent years.

All members of the Arts Council are eligible for appointment to officer positions at any point during their tenure on the Arts Council. The bylaws also outline the duties associated with each officer role and the procedures for conducting elections.

### ISSUE/DISCUSSION

Tonight, the Arts Council is scheduled to appoint a new Chair and Vice Chair utilizing the following process to elect new officers (as noted in section 3.1 of the bylaws).

The Staff Liaison shall conduct the elections for Chair as follows:

- A. Any Councilor may nominate a candidate for Chair; no second is needed.
- B. Nominees may accept or decline the nomination.
- C. If only one (1) nomination is made, it is appropriate to make a motion and obtain a second to instruct the Staff Liaison to cast a unanimous ballot for that nomination for Chair. Approval is by majority vote of Councilors present.
- D. If more than one (1) nomination is made, an open election is conducted by a roll call vote.
- E. To be elected, the nominee needs a majority vote of Arts Council.
- F. Elections will continue until a Chair is elected by a majority vote of the Arts Council.
- G. The Staff Liaison shall declare the nominee receiving the majority vote as the new Chair.

\*This process is repeated for the election of the Vice Chair.

### NEXT STEPS

Following the election of officers, the new officers will immediately assume their respective roles unless they request the Staff Liaison to continue facilitating the current meeting.

## RECOMMENDED ACTION

1. Appoint Chair and Vice Chair utilizing the current process.



## ARTS COUNCIL CITY OF MERCER ISLAND

**AC 25-04**  
**July 16, 2025**  
**Regular Business**

### AGENDA BILL INFORMATION

<b>TITLE:</b>	AC 25-04: 2024 Recreation Division Annual Report	<input checked="" type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Recommendation
<b>RECOMMENDED ACTION:</b>	Receive Report	
<b>STAFF:</b>	Ryan Daly, Recreation Manager Katie Herzog, Recreation Supervisor	
<b>EXHIBITS:</b>	1. 2024 Recreation Division Annual Report	

### EXECUTIVE SUMMARY

The purpose of this staff report is to transmit the 2024 Recreation Division Annual Report to the Arts Council.

### BACKGROUND

In 2021 the Recreation Division successfully completed the *Strategy for Mercer Island Community and Event Center and Recreation Programs and Services* ([Reset Strategy](#)). The Reset Strategy provides direction and guidance for the development and implementation of services and establishes minimum cost recovery goals. This document was endorsed by the Parks and Recreation Commission and accepted by the City Council. The Division has been dedicated to following the Reset Strategy and in providing transparency to the public on Division operations.

As part of the Reset Strategy development process, the Recreation Division staff committed to providing an annual report to the Parks and Recreation Commission and Arts Council as a way to track progress over time and to hold the Division accountable to the Reset Strategy's principals.

The first annual report was developed in 2021 and has continued in subsequent years to track Division services offered and outcomes for cost recovery and participation rates over time. Linked here are past annual reports for [2021](#), [2022](#), and [2023](#). It is anticipated that subsequent reports will be adapted and be refined annually to demonstrate the success of the Division and to identify areas needing improvement or service alterations.

### ISSUE/DISCUSSION

In 2024 staff sought to further implement the Reset Strategy, and to refine and expand services offered in the previous year. The 2024 Annual Report includes narrative information for the (3) functional areas which make up the Recreation Division. These functional areas include Administration, Mercer Island Community and Event Center (MICEC), and Programs and Events.

Incorporating more than just narrative details, staff has expanded the report to encompass a comprehensive three-year review of Division expenditures and revenues and participation rates. Additionally, visual representations depicting facility usage of the MICEC and park spaces have been included, as well as program participation and facility rental booking data to complement financial data.



Tonight, staff will present a high-level overview of the 2024 Annual Report and welcome questions and comments regarding past year outcomes.

### **NEXT STEPS**

The reports have been posted on the Parks and Recreation website and Staff will utilize the information to inform service delivery for the following year and biennium.

### **RECOMMENDED ACTION**

Receive Report