



**BUSINESS OF THE CITY COUNCIL  
CITY OF SNOQUALMIE**

**AB24-062  
November 12, 2024  
Committee Report**

**AGENDA BILL INFORMATION**

<b>TITLE:</b>	<b>AB24-062:</b> Meadowbrook Farm Docent Services MOU	<input checked="" type="checkbox"/> Discussion Only
<b>PROPOSED ACTION:</b>	Approve the MOU between the Cities of North Bend and Snoqualmie and Meadowbrook Farm Preservation Association for Docent Services and authorize the Mayor to sign.	<input type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

<b>REVIEW:</b>	Department Director	Emily Arteche	10/25/2024
	Finance	Janna WalkerDrew Bouta	10/30/2024
	Legal	David Linehan	10/28/2024
	City Administrator	Mike Chambless	Click or tap to enter a date.

<b>DEPARTMENT:</b>	Community Development		
<b>STAFF:</b>	Emily Arteche		
<b>COMMITTEE:</b>	Finance & Administration	<b>COMMITTEE DATE:</b> November 5, 2024	
<b>EXHIBITS:</b>	1. MOU Meadowbrook Farm Docent Services		

<b>AMOUNT OF EXPENDITURE</b>	\$ 14,000
<b>AMOUNT BUDGETED</b>	\$ 1,868,432
<b>APPROPRIATION REQUESTED</b>	\$ 0

**SUMMARY**

**INTRODUCTION**

The purpose of this MOU is to formalize the terms and conditions under which Meadowbrook Farm Preservation Association would provide Docent Services for Meadowbrook Farm. The full scope of services to be provided by the Association is set forth in Section 3 of the attached MOU, including such services as are described in the Association’s Educational Program Plan.

**LEGISLATIVE HISTORY**

An Inter-local Agreement between the cities of Snoqualmie and North Bend for the governance and management of Meadowbrook Farm was signed in 1993. On October 28, 2013, Resolution 1227 was approved for a Meadowbrook Farm Master Plan.

The Council adopted Resolution No. 1685 on April 8, 2024, approving a new Inter-Local Agreement between the Cities of Snoqualmie and North Bend for the Governance of Meadowbrook Farm. The Council adopted

Resolution No. 1670 approving an agreement between the Cities of North Bend and Snoqualmie and Si View Metropolitan Park District for operations and maintenance of Meadowbrook Farm.

**BACKGROUND**

The Cities of North Bend and Snoqualmie purchased Meadowbrook Farm property in 1994 in part with King County Conservation Futures Tax (“CFT”) grant funding, grant funding from the Washington State Recreation and Conservation Office (“RCO”), and funding from other sources. As conditions of CFT and RCO grant funding, the Cities agreed to certain restrictions on the use of the property as open space land for passive recreational uses, among other restrictions.

The 1998 Meadowbrook Farm Interlocal Agreement (ILA) between the two cities and the Meadowbrook Farm Preservation Association (MFPA, which was established to support the administration and management of Farm property) governed the management of the Farm property for 25 years, but recently expired on May 4, 2023. The City Council recently approved a new ILA between the cities of Snoqualmie and North Bend for the governance and management of Meadowbrook Farm, pursuant to Resolution No. 1685.

At about that time, the Cities approved a new agreement with Si View Metropolitan Park District in December 2023 to assume the operational and maintenance responsibilities previously handled by MFPA. At the October 9, 2023 Council meeting, Council approved Resolution 1670 for the Operations and Maintenance Agreement with North Bend and Si View Metropolitan Park District.

**ANALYSIS**

The proposed MOU reflects the MFPA’s role to act as docents to research, and to preserve and share the history of the Farm through educational and interpretive programming. The MFPA will continue to act as stewards of the rich Farm history, educating and engaging with the community consistent with legal restrictions on the use of the Farm and the shared objectives for the Farm set forth in the Interlocal Agreement between the Cities and the Meadowbrook Farm Master Plan.

**BUDGET IMPACTS**

This MOU commits both Snoqualmie and North Bend to provide an annual contribution of at least \$7,000 annually (\$14,000 per biennium) per city for the services contemplated in the MOU. The 2025-26 budget appropriates \$1,868,432 for this and other items with the Non-Departmental section of the General Fund (#001).

After accounting for the outstanding contract value of \$50,000 and the value of this MOU, the remaining biennial appropriation is \$1,804,432, as shown below. Therefore, sufficient appropriation exists within the 2025-26 Biennial Budget (General Fund #001) to fund the MOU.

**Non-Departmental (#001)**

	<b>2025-2026 Biennial Budget</b>	
<b>Beginning Budget</b>	\$	<b>1,868,432</b>
<b>Expenditures</b>	\$	<b>-</b>
<b>Outstanding Contract Value</b> <i>(Previously Approved)</i>	\$	<b>(50,000)</b>
<b>Current Available Budget</b>	\$	<b>1,818,432</b>
<b>Value of this Expenditure</b> <i>(AB24-097)</i>	\$	<b>(14,000)</b>
<b>Available Budget after AB24-097</b>	\$	<b>1,804,432</b>

**NEXT STEPS**

Move to recommend approval of MOU for Meadowbrook Farm Docent Services and authorize the Mayor to sign at the meeting on November 12, 2024.

**PROPOSED ACTION**

Motion to approve the MOU between the Cities of North Bend and Snoqualmie and Meadowbrook Farm Preservation Association for Docent Services and authorize the Mayor to sign.