

**CITY OF LAKE STEVENS
REGULAR CITY COUNCIL MEETING MINUTES**

Monday, July 14, 2014

Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street N.E. Lake Stevens

CALL TO ORDER: 7:00 p.m. by Mayor Vern Little

COUNCILMEMBERS PRESENT: Todd Welch, Suzanne Quigley, Kathy Holder, Kim Daughtry, Marcus Tageant, Sam Low and John Spencer

COUNCILMEMBERS ABSENT: Councilmember Quigley

STAFF MEMBERS PRESENT: City Administrator Jan Berg, Planning Director Becky Ableman, Finance Director Barb Stevens, Public Works Director Mick Monken, Human Resources Director Steve Edin, Interim Police Chief Dan Lorentzen, Deputy City Clerk Kathy Pugh

OTHERS:

Excused Absence. Councilmember Low moved to excuse Councilmember Quigley, seconded by Councilmember Spencer; motion carried unanimously. (6-0-0-1)

Guest Business. None.

Consent Agenda:

MOTION: Councilmember Daughtry moved, Councilmember Tageant seconded, to approve the Consent Agenda (A) Approve 2014 vouchers [Payroll Direct Deposits 7/1/2014 for \$120,489.58, Payroll Checks 37051-37053 for \$5,314.08, Tax Deposit(s) 7/1/2014 for \$47,410.22, Electronic Fund Transfers ACH for \$157,810.30, Claims 37054-37127 for \$464,745.24] (B) Approve Council regular meeting minutes of June 23, 2014, and (C) Adopt Ordinance No. 912 Approving 2014 Budget Amendment #2. Motion passed unanimously (6-0-0-1).

ACTION ITEMS:

Agency Data Sharing Agreement: Finance Director Stevens advised the Data Sharing Agreement is to establish terms under which the Washington State Department of Revenue (DOR) and the City may voluntarily share business license and sales tax information for official purposes.

MOTION: Moved by Councilmember Tageant, seconded by Councilmember Spencer, to authorize the Mayor to enter into the Agency Data Sharing Agreement with the Washington State Department of Revenue. Motion passed unanimously (6-0-0-1).

Community Center HVAC Replacement – Bid Award: Public Works Director Monken recommended Council award the Community Center HVAC Replacement bid to the low bidder, Morgan Mechanical, in the amount of \$9,545.94 and authorize the Mayor to execute a contract for replacement of this HVAC system.

MOTION: Moved by Councilmember Low, second by Councilmember Welch, to award the bid and authorize the Mayor to execute a contract for the Community Center HVAC replacement to Morgan Mechanical, Inc., for an amount of \$9,545.94. Motion carried unanimously (6-0-0-1).

2014 Pavement Overlay – Approval of Final Contract Amount and Final Acceptance of

Project: Public Works Director Monken reported the 2014 pavement overlay project is completed. He requested Council accept the project and approve payment to Granite Construction in the amount of \$340,206.18.

MOTION: Moved by Councilmember Spencer, seconded by Councilmember Low to approve the final contract amount of \$340,206.18 and authorize final project acceptance of the work performed by Granite Construction Company for the 2014 Pavement Overlay project. Motion carried unanimously (6-0-0-1).

Authorization of Department of Corrections for Work Project Services: Public Works Director Monken requested that Council authorize the Mayor to sign the Department of Corrections (DOC) Class IV Work Service Agreement for July 2014-2015.

MOTION: Moved Councilmember Daughtry, seconded by Councilmember Holder to authorize the Mayor to sign the Department of Corrections Class IV Work Service Agreement for July 2014-2015. Motion carried unanimously (6-0-0-1).

DISCUSSION ITEMS:

Development Frontage Improvement Requirements: Public Works Director Monken advised that staff is seeking direction on a proposed code amendment to address new development frontage improvement requirements for construction of single family and duplex residences. Additionally staff is requesting direction regarding right-of-way dedication to the City, outside of a formal plat, and whether these right-of-way dedications may be accepted administratively.

There was discussion regarding limits that would trigger the requirement for frontage improvements, payment of a fee in lieu of providing frontage improvements, and no protest covenants regarding the formation of a future LID. Council made suggestions regarding the limits and requirements. Staff will research this further and begin the public process.

Council Person's Business: Councilmembers reported on the following: Tageant – attended Waste Water Treatment Plant tour; Holder – attended Waste Water Treatment Plant tour, discussed the possibility of installing a memorial tree and bench at Lundeen Park, and suggested Lundeen Parkway landscaping be improved; Welch – Arts Commission, inquired about the process for replacing the roundabout art, and questioned the reason for rocks instead of concrete in roundabout approach medians; Spencer – attended Waste Water Treatment Plant tour; Low –attended Waste Water Treatment Plant tour, and Health Board meeting; Daughtry – attended AWC conference, suggested a council workshop to discuss things of importance to council, requested a list of reports council is required to receive.

Mayor's Business: Distributed the draft police department staffing analysis which is one of three parts to the City's staffing analysis process, requested that all concerns regarding the Run or Dye event be submitted to Planning Director Ableman for the debriefing with the Chamber of Commerce and Run or Dye representatives.

Staff Reports: Staff reported on the following: City Administrator Jan Berg reported the Library Board meets this week. She thanked staff for their efforts with the Run or Dye event and provided an update on the Teamsters contract. Planning Director Ableman reported that there were minimal complaints related to the Run or Dye event, provided an update on the downtown mixed use project, and briefed on upcoming events. Finance Director Stevens will bring forth a mid-year financial report at the next meeting. She also advised that Deputy City Clerk Kathy Pugh will be attending council meetings and taking minutes. Public Works Director Mick Monken reported on the Eagle Scout project at the senior center. Interim Police Commander Lorentzen reported on the Run or Dye event. He also noted there were very few fireworks complaints and that the Fire District reported nothing of significance.

Executive Session.

Council recessed at 8:34 p.m. into Executive Session for 10 minutes from 8:40 until 8:50 to discuss litigation with legal counsel, with action to follow.

Council reconvened the public meeting at 8:50 p.m. City Attorney Graafstra requested a motion to approve the settlement discussed in executive session, subject to City Attorney approval of final documents, and authorize the Mayor to sign.

MOTION: Moved by Councilmember Daughtry (so moved), seconded by Councilmember Welch. Motion carried unanimously (6-0-0-1).

Adjourn:

MOTION: Councilmember Tageant moved, Councilmember Daughtry seconded, to adjourn the meeting at 8:51 p.m. Motion passed unanimously (6-0-0-1).



Vern Little, Mayor



Barb Stevens, Finance Director/City Clerk