

CITY OF LAKE STEVENS
REGULAR CITY COUNCIL MEETING MINUTES
Monday, February 9, 2015
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: None.

STAFF MEMBERS PRESENT: City Administrator Jan Berg, Finance Director/City Clerk Barb Stevens, Public Works Director Mick Monken, Human Resource Director Steve Edin, Police Chief Dan Lorentzen, Senior Planner Sally Payne, Civil Engineer Adam Emerson, Deputy City Clerk Kathy Pugh and City Attorney Cheryl Beyer

OTHERS: Rob Stanton, Executive Director of Operations, Lake Stevens School District

Excused Absence.

Guest Business.

Mark Wakefield, 121 95th Avenue SE, Lake Stevens, reminded Council of the continuing issue of heroin in the community. He requested the City consider a law enforcement levy or bond to provide more police staff to focus on this issue.

Zachary McGlothorn, 6120 70th Drive SE, Snohomish, expressed concern regarding the alum treatments to the lake and how it affects the Kokanee and other wildlife. He reviewed his credentials and the research and testing he is doing on the lake and the fish. He encouraged Council to look at other ways to remove the phosphorus and to provide more public education. Mr. McGlothorn then responded to Councilmembers' questions and said he would provide his information to Staff and work with the City to explore alternatives.

Consent Agenda.

MOTION: Moved by Councilmember Holder, seconded by Councilmember Tageant, to approve (A) 2015 vouchers [Payroll Direct Deposits of \$127,613.32; Payroll checks 37995-37997 in the amount of \$6,085.32; Tax Depositions of \$50,493.53; Electronic Funds Transfers (ACH) of \$102,006.97; Claims checks 37998-38060 in the amount of \$125,089.10; Void check 37966 of \$1,009.74); Total Vouches Approved: \$410,278.50]; and (B) City Council regular meeting minutes of January 26, 2015. On vote the motion carried unanimously (7-0-0-0).

Mayor Little announced that the executive session is being removed from the agenda and that approval of a 2015 Supplemental Blanket Voucher is being added as the first Action Item.

Public Hearing in consideration of first reading of Ordinance 927 Adopting Lake Stevens School District Capital Facilities Plan: City Clerk Barb Stevens read the Public Hearing Procedure.

Senior Planner Sally Payne presented the Staff Report and explained that per City Code the Council adopts by reference the Lake Stevens School District Capital Facilities Plan as part of the City's Comprehensive Plan. This action constitutes adoption of the school impact fees that are collected by the school district as mitigation for new residential housing. She then responded to Councilmembers' questions.

Responding to Councilmember Holder, Rob Stanton, Executive Director of Operations for Lake Stevens School District said the Capital Facilities Plan ("CFP") provides for a new elementary school in the next four years; he also noted a correction at page 4-4 that the vacant property is actually located on the north east side of Highway 9 at Soper Hill Road. Mr. Stanton further commented this property was initially intended to be developed as a middle school, but is large enough to serve a variety of potential development purposes.

Mayor Little invited public comment and there was none.

MOTION: Councilmember Spencer moved, Councilmember Low seconded, to close the public comment portion of the public hearing. On vote the motion carried unanimously (7-0-0-0).

MOTION: Councilmember Spencer moved, Councilmember Tageant seconded, to close the public hearing. On vote the motion carried unanimously (7-0-0-0).

MOTION: Councilmember Daughtry moved, Councilmember Spencer seconded to accept the First Reading of Ordinance 927, An Ordinance of the City of Lake Stevens, Washington, amending the City's Comprehensive Plan by adopting the Lake Stevens School District 2014-2019 Capital Facilities Plan as a sub-element of the Capital Facilities element of the City's Comprehensive Plan concurrent with the City's Budget Amendment Ordinance 929, and providing for severability and effective date. On vote the motion carried (7-0-0-0).

Action Items:

Supplemental 2015 Blanket Voucher: Mayor Little read the Supplemental 2015 Blanket Voucher [Claims check numbers 38061-38078 in the amount of \$13,500.00, Total Supplemental Voucher approved \$13,500.00] for the record.

MOTION: Councilmember Low moved, Councilmember Welch seconded, to approve the Supplemental 2015 Blanket Voucher. On vote the motion carried unanimously (7-0-0-0).

Professional Services Agreement with KPFF Consulting Engineers for Surveying Services for the Design of the North Davies Sidewalk Connection Project: Civil Engineer Adam Emerson presented the Staff Report and said the design process is being done by City staff, and that the topographic land survey and identifying rights of way and property lines is the first step in the design process. He then responded to Councilmembers' questions.

MOTION: Councilmember Tageant moved, Councilmember Spencer seconded, to authorize the Mayor to execute a Professional Service Agreement with KPFF Engineering Services to provide survey services for the North Davies Sidewalk Connection project in an amount not to exceed \$23,760.00. On vote the motion carried (7-0-0-0).

Public Works Asset Management System Award: Public Works Director Mick Monken presented the Staff Report and recommended the Council award the purchase of Public Works Asset Management System to Data Transfer Solutions. He then responded to Councilmembers' questions.

MOTION: Councilmember Spencer moved, Councilmember Welch seconded, to award the Public Works Asset Management System purchase to Data Transfer Solutions. On vote the motion carried unanimously (7-0-0-0).

Professional Services Agreement with Tetra Tech for 20th Street SE 79th-83rd Regional Storm Pond Study: Public Works Director Monken presented the Staff Report and explained this is part of the City's economic incentive effort to encourage development along the 20th Street SE corridor. He then responded to Councilmembers' questions.

Councilmember Low recused himself due to a financial relationship with Dean Franz of Tetra Tech.

MOTION: Councilmember Daughtry moved, Councilmember Welch seconded, to authorize the Mayor to execute a Professional Service Agreement with Tetra Tech, Inc. to perform a study of a regional storm pond for 20th Street SE between 79th and 83rd Avenue SE for an amount not to exceed \$18,800.00. On vote the motion carried (6-0-1-0 (Low)).

Professional Services Agreement with Perteet, Inc. regarding 20th Street SE Phase II Design and Right of Way Acquisition Scoping: Public Works Director Monken reviewed the Staff Report and explained this is part of the 20th Street SE corridor improvement project started by the County. Perteet will review and determine which documents and work previously performed and developed by the County, can be used in the final design and property acquisition to meet federal requirements under this grant-funded project. He then responded to Councilmembers' questions.

MOTION: Councilmember Spencer moved, Councilmembers Low and Tageant seconded, to conditionally award, pending State approval of FHWA funding, the consultant services to Perteet, Inc. to perform the Design and Right of Way Acquisition for 20th Street SE Phase II Segment 1 in the amount of \$15,907.00. On vote the motion carried unanimously (7-0-0-0).

Professional Services Agreement with American Forest Management, Inc. for Arborist Service: Public Works Director Monken presented the Staff Report and explained this agreement will assist the City to manage the many trees growing on City property throughout the community. He then responded to Councilmembers' questions.

MOTION: Councilmember Welch moved, Councilmember Holder seconded to authorize the Mayor to execute a professional services agreement with American Forest Management, Inc. to provide on-call Arborist services. On vote the motion carried unanimously (7-0-0-0).

Discussion Items:

Salary Commission: Human Resources Director Steve Edin presented the Staff Report and the recommendation of the Salary Commission to increase the Mayor's monthly salary to \$2,000, and to increase Councilmembers' base rate per month to \$500, plus \$75 per meeting

with a maximum of four paid meetings per month. The recommendation was filed with the City Clerk on January 28, 2015 and is effective February 28, 2015.

2015 Budget Amendment #1: Finance Director Barb Stevens reviewed the Staff Report and responded to Councilmembers' questions. Ordinance 929 amending Ordinance 925 will be brought back for adoption at the February 23, 2015 Council meeting.

Council Person's Business: Councilmembers reported on the following meetings: Tageant: Sewer District; Holder: Neighborhood meeting regarding traffic calming devices; Welch: Fire District – Chief Lingenfelter will retire April 1, 2015; Spencer: Sewer District; Low: Sewer District, State Board of Health, Daughtry: Lake Stevens Family Center, Community Transit.

Mayor's Business: Lake Stevens High School visit.

Staff Reports: Staff reported on the following: City Administrator Berg: distributed report on Active Land Use Applications for January 2015; attended the Mission Ridge Homeowners Association meeting; Finance Director/City Clerk Stevens: Public Records Act Policy has been administratively updated and posted on the City website; Police Chief Lorentzen: Appreciated City lobbyists' efforts and communications; Human Resources Director Edin: Draft updated personnel rules will be coming forward; Well City Application submitted.

Adjourn:

Moved by Councilmember Welch, seconded by Councilmember Spencer to adjourn the meeting at 8:15 p.m.



Vern Little, Mayor



Kathy Pugh, Deputy City Clerk