

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

Tuesday, January 12, 2016

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 John Spencer

COUNCILMEMBERS PRESENT: Kim Daughtry, Sam Low, Kurt Hilt, Todd Welch, Rauchel McDaniel, Kathy Holder, Marcus Tageant

COUNCILMEMBERS ABSENT: None.

STAFF MEMBERS PRESENT: Interim City Administrator Mary Swenson, Finance Director/City Clerk Barb Stevens, Interim Planning and Community Development Director Russ Wright, Public Works Director Mick Monken, Human Resources Director Steve Edin, Police Chief Dan Lorentzen, Economic Development Coordinator Jeanie Ashe, Deputy City Clerk Kathy Pugh and City Attorney Cheryl Beyer

OTHERS:

Recognition: Human Resources Director Steve Edin presented Mayor Spencer with a plaque and recognized his eight years of service to the City as a City Councilmember.

Guest Business. None.

Election of Council Officers:

MOTION: Councilmember Hilt nominated, Councilmember Welch seconded, to elect Councilmember Low as City Council President. On vote the motion carried (7-0-0-0).

MOTION: Councilmember Low nominated, Councilmember Daughtry seconded, to nominate Councilmember Welch as City Council Vice President. On vote the motion carried (7-0-0-0).

Council President Low said the City needs new leadership and that he is looking forward to working with Mayor Spencer to move the City forward while meeting the needs of citizens and businesses and staying fiscally responsible. He commented that investing in streets and sidewalks while fixing Highway 204, the US 2 Trestle and 20th Street traffic issues will keep people moving safely and effectively, and keeping the public safe from crime are top priorities. Council President Low called for a new reinvestment in parks and quality of life that will make Lake Stevens a special place for all to enjoy, live, play and work. Council President Low concluded by saying he is excited to serve as Council President.

Mayor Spencer congratulated Council President Low and said the Council has a full and busy year ahead and he is excited for the coming projects.

Mayor Spencer said that under Agenda Action Items, Item A, Resolution 2016-001 re Traffic Impact Fees is being removed from the agenda as there is more work to be done to ensure it reflects the Council's intent. It will be brought back to Council at a later date.

City Department Report.

Consent Agenda.

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Tageant, to approve (A) 2015 Vouchers for December 15, and December 31, 2015 [Payroll Direct Deposits of \$275,502.82, Payroll Checks 39543-39544, 39557-39588 of \$8,024.61, Tax Deposits of \$109,002.29, Electronic Funds Transfers (ACH) of \$164,998.56, Claims Check Nos. 39545-39556 and 39559-39658 of \$285,739.70, Void Check No. 39414 in the amount of \$70.50, Total Vouchers Approved: \$843,187.48]; (B) 2016 Vouchers [Claims Check Nos. 39659-39670 of \$309,084.94; Total Vouchers Approved: \$309,084.94; (C) December 8, 2015 City Council Regular Meeting Minutes; (D) Professional Services Agreement regarding Crime Stoppers; (E) Amendment No. 4 to Interlocal Agreement with Lake Stevens School District for School Resource Officers; (F) Callow Road Embankment Supplement No. 1-Geotechnical; (G) Grade Road Embankment Supplement No. 2-Geotechnical; (H) North Lakeshore Drive Sidewalk On Call Survey Services; (I) 91st Avenue SE Sidewalk On Call Survey Services-Safe Routes to School; (J) Award of Bid and Authorize Mayor to Enter Contract with Discount Fencing; (K) Department of Corrections Annual Agreement; (L) Engineering Service On Call Service Agreements and (M) Ordinance 948 Adding New Code Section 3.60 Allowing for Donations of Property to the City. On vote the motion carried (7-0-0-0).

Action Items:

Snohomish County Small Business Development Center (SBDC) Funding: Economic Development Coordinator Jeanie Ashe presented the staff report and said that tonight's requested action is to approve \$3,000 for investment in the Snohomish County Small Business Development Center (SBDC) for fiscal year 2016. Ms. Ashe said that the Lake Stevens Chamber of Commerce has committed to invest \$1,000 into the SBDC. She then responded to Councilmembers' questions.

Doug Warren, 12800 17th Street NE #9, Lake Stevens, president of the Lake Stevens Chamber of Commerce, believes the SBDC will be a great resource for the Chamber in providing small business resources by providing marketing and business plans to small businesses that the Chamber does not have the resources to provide.

MOTION: Councilmember Holder moved, Councilmember Daughtry seconded, to authorize funding the Snohomish County Small Business Development Center in the amount of \$3000 for fiscal year 2016. On vote the motion carried (7-0-0-0).

Approve Lease with Lake Stevens Community Food Bank for Rental of Pole Barn at Eagle Ridge Park: Interim City Administrator Mary Swenson presented the staff report and said that the Lake Stevens Food Bank would like to lease the building as an interim location for storing donated food items until their new storage building is completed. The Food Bank recently was advised that one of the local groceries will be donating a large volume of food on a weekly basis and the Food Bank does not have a facility to store the food.

Doug Warren clarified in response to a question from Councilmember Daughtry that the storage will be dry storage only.

MOTION: Councilmember Low moved, Councilmember Hilt seconded, to approve the Lease with Lake Stevens Community Food Bank. On vote the motion carried (7-0-0-0).

Approve Collective Bargaining Agreement with Teamsters Union: Interim City Administrator Swenson presented the staff report and said that this agreement was approved by the Teamster's Union during the week of December 20, 2015. She reviewed the changes to the agreement and responded to Councilmembers' questions.

MOTION: Councilmember Hilt moved, Councilmember Low seconded, to approve the Collective Bargaining Agreement. On vote the motion carried (7-0-0-0).

Discussion Items:

2016 Long-Range Planning Work Program: Interim Planner Director Russ Wright presented the staff report and said the work program includes the Planning Commission's and Park Board's proposed work plans for 2016. Council typically reviews the proposed work plans and approves them. Discussion ensued and Interim Director Wright responded to Councilmembers' questions.

Council and Mayor Spencer requested that Bonneville Park be included in the work plan for possible annexation, and that the changes to Shoreline Master Program, resulting from updates to critical areas codes and adoption of the subarea plan, be coordinated so that they occur together.

There was consensus by Council to bring the proposed Long-Range Planning Work Program with the additions that were discussed back for approval on the consent agenda at the next Council meeting.

Boards and Commissions Liaison Assignments and Community Transit Appointment; Council Subcommittees: Councilmember Low distributed a draft of proposed Boards and Commissions appointments and said that it is a very preliminary draft and open to discussion.

- **Arts Commission:** Councilmember Welch; alternate Councilmember Holder
- **Chamber of Commerce:** Councilmember Tageant; alternate Councilmember McDaniel
- **Community Transit:** Councilmember Low proposed Councilmember Hilt as the primary liaison and himself as the alternate. Discussion ensued and Councilmember Daughtry noted that if he is not the liaison the City will likely lose its seat on the board. He also reviewed things going on behind the scenes that will benefit the City. Councilmember Holder said she supports Councilmember Daughtry continuing on this board, particularly if the City's board seat will be lost if he does not continue.

MOTION: Moved by Councilmember Holder to reappoint Councilmember Daughtry as liaison to Community Transit. The motion was not voted due to lack of a second.

MOTION: Councilmember Tageant moved, Councilmember McDaniel seconded, to appoint Councilmember Hilt as liaison to Community Transit. On vote the motion carried (5-2-0-0) with Councilmembers Daughtry and Holder opposing. Councilmember Low will serve as alternate.

- Department of Emergency Management: Councilmember Hilt; alternate Police Chief Lorentzen
- Family Center: Councilmember Holder; alternate Councilmember Daughtry
- Fire District #8: Councilmember McDaniel; alternate Councilmember Tageant
- Health District Board: Councilmember Hilt
- Highway 9 Coalition: Councilmember Low; alternate Councilmember Tageant
- Library Board: Councilmember Welch; alternate Councilmember Daughtry
- Park Board: Councilmember Holder; alternate Councilmember Welch
- Retreat Committee: Council President; Councilmember Vice President
- Snohomish County Committee for Improved Transportation (SCCIT): Councilmember Daughtry; alternate Councilmember Low
- Senior Board: Councilmember Spencer; alternate Councilmember Low
- Sewer Utility Subcommittee: Mayor Spencer, and Councilmembers Daughtry, McDaniel and Tageant
- Snohomish County Tomorrow: Mayor Spencer; alternate Councilmember Low
- Snohomish County Cities: All
- AWC: All

Mayor Spencer said he has requested subcommittees be organized to address certain topics in depth. Appointments were made to the following requested subcommittees:

- Finance/Budget: Councilmembers McDaniel, Tageant and Welch
- Public Safety: Councilmembers Daughtry, Hilt and Tageant
- Public Works: Councilmembers Daughtry, Low and McDaniel
- Parks & Recreation: Councilmembers Holder, Low and Welch
- Economic Development/Chamber: Councilmembers Holder, McDaniel and Tageant

Special Meeting January 25, 2016: Mayor Spencer reminded that it was Council's decision to cancel the January 26, 2016 meeting because Councilmembers will be travelling to Olympia that evening for Association of Washington Cities Action Days, so there will be a special meeting on January 25, 2016 at 7:00 p.m. at the Lake Stevens School District Educational Services Center (Administration Building).

Council Person's Business: Councilmembers reported on the following meetings:
Councilmember Hilt: Snohomish County Health District; Councilmember Low: Snohomish County Health District.

Mayor's Business: Mayor Spencer referred Councilmembers to a memorandum distributed this evening documenting the City's intent to acquire under threat of condemnation the lot on the east side of Grade Road where the embankment is failing, and commented this notice of the City's intent is procedural.

Mayor Spencer next updated on the Retreat scheduled for January 29 and 30 beginning at noon at the Channel Lodge in La Conner. He distributed a draft agenda and invited Councilmembers' input.

Mayor Spencer next referenced the Request for Proposal ("RFP") outline for a consultant to do the Downtown Subarea Plan, also distributed this evening. The full written RFP will be distributed soon. Mayor Spencer said he wants everyone to have an idea on how the City wants to approach this subarea plan. Mayor Spencer said his goal is that the City will receive an investment grade plan for the downtown area. It will be important to have a plan that the community, businesses and property owners can support and that will invite outside investors. Mayor Spencer hopes that once the contract is signed the subarea plan can be developed within nine to twelve months, but the key will be to make sure the entire Lake Stevens community is fully engaged in the process.

Councilmember Low recognized Janet Pritchard from Republic Services in this evening's audience.

Executive Session: Mayor Spencer announced an executive session for 10 minutes to discuss pending litigation beginning at 8:05 p.m. and ending at 8:15 p.m. with no action to follow.

The regular City Council meeting reconvened at 8:15 p.m.

Adjourn.

Moved by Councilmember Low, seconded by Councilmember McDaniel to adjourn the meeting at 8:16 p.m. On vote the motion carried (7-0-0-0).



John Spencer, Mayor



Kathy Pugh, Deputy City Clerk