

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

Monday, November 25, 2013

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 Pro Tem Spencer

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

COUNCILMEMBERS ABSENT: Neal Dooley and Mayor Vern Little

STAFF MEMBERS PRESENT: City Administrator Jan Berg, City Attorney Cheryl Beyer, Planning Director Becky Ableman, Senior Planner Russ Wright, Finance Director Barb Stevens, Public Works Director Mick Monken, Human Resource Director Steve Edin, Interim Police Chief Dan Lorentzen, Sergeant Craig Valvick, Officer Jim Barnes, Interim Police Commander Dennis Taylor and Office Assistant Carin Hinman

OTHERS: Kathleen Friend, Ward Isom, Al Lansing, Katrina Sperry and Steve Ewing

Excused Absence. Councilmember Holder moved to excuse Councilmember Dooley, seconded by Councilmember Tageant; motion carried unanimously. (6-0-0-1)

Introduction. Interim Police Commander Dennis Taylor was introduced to Council. He reported on his Police Department strategic planning process. It will include a 360 degree performance program which will include stakeholder's surveys and interviews, with a mission, vision and values to meet the stakeholder's expectations. It will also include staffing analysis, a marketing plan, peer evaluations, and supervisor evaluations. This planning process will help to 'rebrand' the City of Lake Stevens Police Department. Officer Barnes commented the Police Guild completely support Interim Police Commander Taylor's new direction to create a better Police Department based on service and dedication to the community.

Guest Business. Kathleen Friend from the Family Center gave an annual report on their Healthy Families Project stating that needs are increasing. They served 4,981 people for the year 2012-2013. They have 498 volunteers that put in 4,494 hours. They provide services for family, physical and financial needs. The Family Center needs more help while the budget remains the same.

Katrina Sperry thanked the Lake Stevens Police Department for working on helping to clean up their neighborhood crime issues.

Consent Agenda. Councilmember Tageant moved to approve the Consent Agenda items (A. Approve November vouchers [Payroll Direct Deposits 907937-907991 for \$127,349.58, Payroll Checks 35973 for \$2,544.30, Electronic Funds Transfers 663-667 for \$4,866.63, Claims 35974-36047 for \$199,459.56, Void Checks 35925 for (\$21.69), Tax Deposit 11/15/2013 for \$52,293.64, for total vouchers approved of \$386,492.02]; B. Approve Council regular meeting

minutes of November 12, 2013; and C. Approve first and final reading of Ordinance No. 905, 2013 budget amendment), seconded by Councilmember Holder; motion carried unanimously. (6-0-0-1)

Public Hearing in consideration of second and final reading of Ordinance No. 904 proposed 2014 budget.

The public hearing procedure, which will be followed for both hearings, was read by City Attorney Beyer.

Finance Director Stevens reviewed the revisions and adjustments to Ordinance No. 904 since the previous presentation to Council.

Public Comment: None

MOTION: Councilmember Daughtry moved to close the public comment portion of the hearing, seconded by Councilmember Tageant; motion carried unanimously. (6-0-0-1)

MOTION: Councilmember Tageant moved to close the public hearing on Ordinance No. 904, seconded by Councilmember Holder; motion carried unanimously. (6-0-0-1)

MOTION: Councilmember Holder moved to approve second and final reading of the 2014 budget Ordinance No 904, seconded by Councilmember Quigley.

Councilmember Welch commented he will vote no because he does not approve of police staffing.

Council discussed at length Police staffing levels for 2014.

Motion carried with Councilmember Welch voting no. (5-1-0-1)

Public Hearing in consideration of first readings of: Ordinance No. 902, 2013 Comprehensive Plan Docket and Ordinance No. 903, Code Housekeeping Amendments.

Senior Planner Russ Wright commented that the Comprehensive Plan Docket is done once a year to make sure the City is current with state law. This is a recommendation for the Council to hold a 2013 Docket Public Hearing and first reading of Ordinance No. 902 for the proposed 2013 Comprehensive Plan Amendments and Ordinance No. 903 for Code Housekeeping Amendments and to continue the hearing to December 9, 2013 for a second and final reading.

Public Comment: None

MOTION: Councilmember Daughtry moved to close the public comment portion of the hearing, seconded by Councilmember Tageant; motion carried unanimously. (6-0-0-1)

MOTION: Councilmember Tageant moved to close the public hearing, seconded by Councilmember Daughtry; motion carried unanimously. (6-0-0-1)

MOTION: Councilmember Welch moved to approve the recommendation for the City Council to hold a 2013 Docket Public Hearing and first reading of Ordinance No. 902 for the proposed 2013 Comprehensive Plan Amendments and Ordinance No. 903 for Code Housekeeping

Amendments and that the Council will continue the hearing to December 9, 2013 for a second and final reading, seconded by Councilmember Daughtry; motion carried unanimously. (6-0-0-1)

Adopt Resolution No. 2013-13, Fees Amendment. Public Works Director Monken reported the only change to the fees resolution is the EDDS deviation request fee. The proposed base fee charge is \$150 for the first two hours and \$75/hour for additional time.

Councilmember Tageant recommended fee per lot rather than the deviation fee presented.

MOTION: Councilmember Welch moved to adopt Resolution No. 2013-13, fees amendment, seconded by Councilmember Holder; motion carried unanimously. (6-0-0-1)

Approve traffic calming partnership – Heleena Hills Homeowners Association (HOS).

Public Works Director Monken reviewed the Heleena Hills HOA concerns with sight distance and traffic speeds along 10th Street NE at the 84th Drive NE intersection. Heleena Hills HOA is requesting to work with the City to solve the problem by installing a roundabout island with plastic curbs. The City would provide the labor with the HOA providing the materials.

Heleena Hills HOA president Steve Ewing 8617 11th Street NE stated that the County and the developer want nothing to do with the many existing issues, such as storm drains, very high traffic, sight distance problems and speeders. He requested the City step up and handle these issues. Liability should not be with their association when someone gets hurt. He thanked the Council for their consideration on this matter.

MOTION: Councilmember Daughtry moved to approve traffic calming partnership – Heleena Hills Homeowners Association, seconded by Councilmember Holder; motion carried unanimously. (6-0-0-1)

Approve City Attorney Retainer Agreement with Weed, Graafstra and Benson for 2014.

City Administrator Berg reviewed the annual renewal of City/Attorney agreement proposing to lower the retainer hours to 30 from 35 with hourly rate increase from \$160 to \$175.

MOTION: Councilmember Welch moved to approve City Attorney Retainer Agreement with Weed, Graafstra and Benson for 2014, seconded by Councilmember Holder; motion carried unanimously. (6-0-0-1)

Council Person’s Business: Councilmembers reported on the following meetings:

Tageant - Sewer District meeting; Holder - Southwest interceptor is moving forward; Welch - questioned 91st street patching and if the potholes are contractors responsibility. Public Works Director Monken responded the contractor is responsible; and Daughtry – spoke before the Senate Subcommittee for Transportation in Olympia, Senate and House are going forward with the transportation package, and SCT meeting Wednesday looking to raise the threshold for SEPA determinations.

Mayor’s Business: None

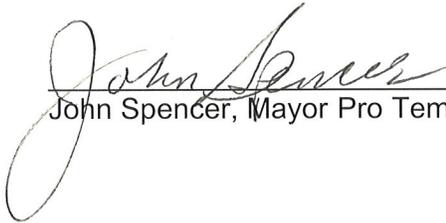
Staff Reports: Staff reported on the following: City Administrator Berg - thanked Councilmember Daughtry for going to Olympia to testify and complimented him on his talk and also thanked Public Works Director Monken for driving, priorities are for 2014 transportation

funding; Planning Director Ableman - there will be a small contract next meeting for business recruitment; Finance Director Stevens - audit is complete and it went great; Public Works Director Monken - also complimented Councilmember Daughtry on his talk in Olympia; Interim Police Commander Lorentzen – survey will be provided in the next few weeks for the Police Department strategic planning process.

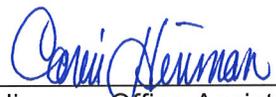
Executive Session. At 8:55 p.m. Mayor Pro Tem Spencer called for a five minute executive session to approve appraisal services with Macaulay and Associates with action to follow. The executive session ended at 9:00 p.m.

MOTION: Councilmember Daughtry moved to sign the Professional Services Agreement with Macaulay and Associates not to exceed \$3,800.00, seconded by Councilmember Welch; motion carried unanimously. (6-0-0-1)

Adjourn: 9:01 p.m.



John Spencer, Mayor Pro Tem



Carin Hinman, Office Assistant