

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

Tuesday, April 3, 2018

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 Marcus Tageant

ELECTED OFFICIALS PRESENT: Councilmembers Kim Daughtry, Gary Petershagen, Todd Welch, Rauchel McDaniel and Marcus Tageant

ELECTED OFFICIALS ABSENT: Mayor John Spencer, Councilmember Brett Gailey.

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Finance Director Barb Stevens, Community Development Director Russ Wright, Human Resources Director Teri Smith, City Clerk Kathy Pugh, Associate Planner Dillon Roth, Human Resources/Executive Assistant Julie Good

OTHERS:

Teri Smith introduced Julie Good, Human Resources/Executive Assistant, and said she will be providing support to the Mayor, City Administrator and Council, as well as assisting with Human Resources.

City Clerk Kathy Pugh said that when the Council adopted Resolution 2018-08, Updated Council Rules of Procedure, at the March 27, 2018 meeting, the motion incorrectly excluded the Salary Commission from requiring approval of the appointment by Council. Staff has reviewed the Lake Stevens Municipal Code and conferred with the City Attorney, who advises it is appropriate to bring this back to Council for a revised motion to approve Resolution 2018-08. There was consensus to bring this forward on the Consent Agenda at the April 10, 2018 City Council meeting.

Accessory Dwelling Units: Associate Planner Dillon Roth said the City has initiated a code amendment to create a new Accessory Dwelling Unit (ADU) section to the municipal code, and to clarify existing code sections. This will provide clear regulations and provide flexibility to owners. He noted that ADU's provide flexibility for homeowners and tenants, and reviewed the benefits of providing for ADU's. He shared the ADU codes of some area cities for comparison. The Planning Commission has been briefed on this proposal and is generally supportive.

Discussion ensued and Council was generally supportive. Council learned that the proposed language change will allow for accessory detached accessory dwelling units that are not currently allowed in the Municipal Code. Council liked many aspects of the Vancouver model and would like parking addressed. Council requested updated language be brought back. Council also asked to see what the impact fee would be for ADU's.

Mural Program: Community Development Director Russ Wright said there is interest in establishing a Mural Program as part of the beautification plan, and staff has identified the concrete wall behind where the old City Hall was located for a panel mural that could be

removed and relocated when the downtown area is redeveloped. Discussion ensued and Council determined they did not want to move forward with this proposal due to the cost. Council suggested that Public Works could possibly create something for the wall, or students from school arts programs could possibly paint the wall.

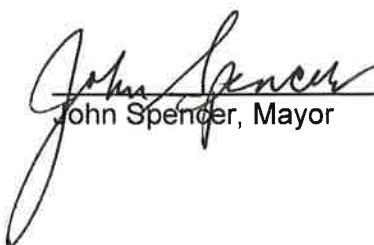
Bicycle Advisory Board: Director Wright said staff would like to establish a coalition of people including business owners, within the city, and interested in bicycling that would work to bring forward a bicycle tourism strategy, with the goal being for the City to obtain a bicycle friendly designation. The vision is for the City to be recognized as a safe, friendly and accessible bicycle community. Director Wright reviewed the goals and outcomes, and the process for moving forward. Council supported moving forward with this proposal.

Lease Agreements: City Administrator Brazel said there is already a checklist in place for lease agreement, and reviewed the tracked changes made to the concessionaire agreement following Council's comments at the March 27th Council meeting. He also reviewed the comparison chart showing differences in how cities charge for concessions. Discussion ensued and Council said they want to see consistent lease agreements. Council also said that building leases must charge the fair market value for rent, and additionally that lessees provide financial statements, insurances and all other essentials, including reporting to Council what services they are providing for use of city buildings. Staff will make changes and bring this back to Council for further review.

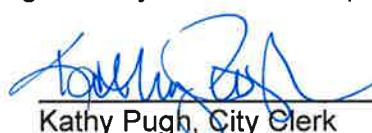
Concession Agreements: Administrator Brazel reviewed the concessionaire checklist, and added there are tracked changes in the concession agreement. Discussion ensued regarding which parks concessions would be located in, the use of a non-compete clause, the concessionaire paying for utilities and possibly parking, and whether Council wants to see activity-based concessions versus vendor-based (i.e. food trucks) concessions. Council expressed concern with concessions competing against brick and mortar businesses. Staff will retool the concession agreement and bring it back to Council for further consideration.

Appraisal Strategies: Director Wright reviewed that the City has surplus property for sale on 20th Street SE, but the City needs a valuation of those properties to move forward. He reviewed the appraisal requirements and options for moving forward, and reminded there is a budget approved for marketing the surplus properties that would include the costs of appraisal. Discussion ensued and there was consensus to move forward with a new Request for Qualifications for Broker/Marketing/Appraisal services.

There being no further business the meeting was adjourned at 8:42 p.m.



John Spencer, Mayor



Kathy Pugh, City Clerk