

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

Tuesday, December 4, 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 John Spencer

ELECTED OFFICIALS PRESENT: Councilmembers Kim Daughtry, Gary Petershagen, Kim Daughtry, Rauchel McDaniel, and Brett Gailey

ELECTED OFFICIALS ABSENT: Councilmembers Marcus Tageant, Kurt Hilt and Todd Welch

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Finance Director Barb Stevens, Human Resources Director Teri Smith, Human Resources/Executive Assistant Julie Good, City Clerk Kathy Pugh, Police Chief John Dyer, Police Commanders Ron Brooks and Jeff Beazizo, Public Works Director Eric Durpos, Community Development Director Russ Wright, IT Manager Troy Stevens, Planning Manager Josh Machen, Associate Planner Dillon Roth, Capital Projects Coordinator Aaron Halvorsen

OTHERS: Chris Collier with Snohomish County Affordable Housing Alliance

Mayor Spencer called the meeting to order at 7:00 p.m. and turned it over to Council Vice President Petershagen.

Affordable Housing Authority Presentation: Associate Planner Dillon Roth introduced Chris Collier with the Snohomish County Affordable Housing Alliance. Mr. Collier shared a PowerPoint presentation, and reviewed the history of the Affordable Housing Alliance and its primary goals. Mr. Collier compared the differences between affordable housing and subsidized housing, which are part of a continuum of housing costs, and explained some of the reasons driving the demand for more affordable housing. Mr. Collier also shared some options for attractive affordable housing that can be integrated into any development plan. He then responded to Councilmembers' questions and comments.

Shoreline Management Plan Briefing: Planning Manager Josh Machen shared that the city is in the process of a periodic review and update of the city's Shoreline Master Program to ensure that it is consistent with state law and that it addresses the city's concerns as well. Planner Machen said the city received a Department of Ecology Grant in the amount of \$20,000 and has retained a consultant to assist with this review and update. He next reviewed the schedule and public process for the update, and anticipated staff will bring the final updates to Council for approval in June 2019. In response to Council comments around incentivizing environmental improvements by lakefront property owners, Director Wright said there is support for this, and also that the Critical Areas Report can correlate with the Shoreline Master Program.

New Police Department Update: Police Chief John Dyer and Capital Projects Coordinator Aaron Halvorson updated Council on the escalating costs for construction of the new Police Department. Staff has made every effort to downsize the scope of the project with the end result being that rather than the new building being a best for 50 years, it will, if the project moves forward, be a best for 10 years with no options for additional buildout. Coordinator Halvorson commented on the competitive construction bidding climate, saying with so many capital projects in the region right now, costs of construction are skyrocketing, adding significantly to this project cost. Responding to Councilmembers' questions, Chief Dyer said that Director Stevens is reviewing whether economic growth within the city would change the city's ability to move forward with this project. He added that in the meantime staff is exploring other options. Mayor Spencer concurred with the comments on factors driving the competitive bidding process.

Stormwater Management/LOS 5 HOA: Director Durpos updated that staff is inventorying and inspecting HOA privately-owned stormwater retention ponds, as well as responding to complaints about these ponds. With the addition of two new positions in the 2019, the Public Works Department will, through a stepped recruitment process, hire a GIS Analyst to first build out the GIS layers in 2019, and then recruit for a stormwater inspector for inspection of these stormwater ponds, as well as others. Additionally, Public Works is completing cost-tracking and working to figure out how improved maintenance of stormwater ponds will improve the lake's water quality. Director Durpos then responded to Councilmembers' questions, and discussion ensued on how best to move forward.

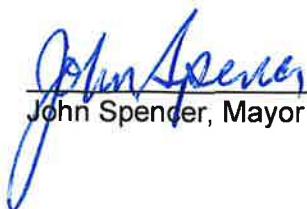
Transportation Benefit District: Director Stevens reviewed a timeline and the process for establishing a Transportation Benefit District which would encompass the city limits, and said that it is staff's recommendation to move forward with a \$20 vehicle license fee once the TBD is established. She estimated the soonest the City would be able to begin receiving these fees would be August 2019. The City could also determine to collect a 0.2% sales tax to fund the Transportation Benefit District. This would need to be brought forward on an election ballot. If the Council determines to move forward with the sales tax vote, it could determine at that time to either keep or end the \$20 license fee. She commented some cities have both the tab fee and the sales tax to fund their TBD. Staff said it will be important to educate the public that the funds are to be used for road improvements, primarily maintenance and repaving. Discussion ensued, and Council commented it will be important to publicize this action and to have a very clear statement as to why the city wants to establish a TBD. Director Stevens noted there is a requirement for annual reporting on how the collected funds are utilized.

City Attorney Selection: City Administrator Brazel briefly reviewed the Request for Proposal process for retaining a new city attorney and said that after much consideration it is staff's recommendation to retain the law firm of Ogden Murphy Wallace. There was concurrence from Council on this selection. Administrator Brazel next shared that Weed Graafstra & Associates' contract expires at the end of this year and it is staff's recommendation to enter into a new contract to allow the law firm to continue providing legal services on certain specific projects that they have been involved with from the beginning. Staff believes this will provide continuity in services and be cost effective. The City can terminate the new contract with thirty days' notice. There was Council consensus to move forward with this contract for legal services.

Reclassification of Senior Engineer Position: Human Resources Director Teri Wright updated that the Senior Engineer position is vacant and that when there is a vacancy staff takes the opportunity to review staffing needs and make any recommendations in reclassification of

positions. With the new Senior Engineer II position filled, staff's recommendation is to reclassify the Senior Engineer position to Engineer Tech/Development. This would be a lower level position than Senior Engineer and the position would assist with plan review as well as some engineering functions in Public Works. Council was generally supportive of this reclassification.

There being no further business the meeting was adjourned at 8:33 p.m.


John Spencer, Mayor


Kathy Pugh, City Clerk