

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

Tuesday, November 17, 2020, at 7:00 p.m.

By Remote Participation via Zoom

CALL TO ORDER: 7:00 p.m. by Mayor Brett Gailey

ELECTED OFFICIALS PRESENT: Mayor Brett Gailey, Councilmembers Kim Daughtry, Gary Petershagen, Shawn Frederick, Mary Dickinson, Anji Jorstad, Steve Ewing and Marcus Tageant

STAFF MEMBERS PRESENT: Finance Director Barb Stevens, Community Development Director Russ Wright, Public Works Director Eric Durpos, Human Resources Director Anya Warrington, City Clerk Kelly Chelin, IT Director Troy Stevens, Capital Projects Manager Aaron Halverson and Police Chief John Dyer

OTHERS:

The meeting was called to order at 7:00 p.m. by Mayor Brett Gailey.

Action Items:

Resolution 2020-25 Property Surplus

Director Wright explained that the Lake Stevens Municipal Code (LSMC) 2.98.010 authorizes the City Council to surplus real property when it is not needed for present or future municipal use and if it can be sold for a reasonable return. There are two city-owned properties not needed for present or future use and should be returned to the tax rolls. Staff is proposing to sell these properties at fair market value through direct marketing per Chapter 2.98 LSMC.

The resolution included in the Council packet finds that the properties described below would be put to a higher or better use for the community by a negotiated sale for commercial purposes. The city would directly market these properties for sale. There are marketing dollars in the budget if we need to produce materials for sales. Any potential offers would be brought to the Council for their review and concurrence.

Property 1

As part of the Downtown Lake Stevens Subarea Plan, the city identified the need for additional commercial development in the downtown core. As the city has developed the plans for Mill Spur and Phase 3 of North Cove Park, staff has identified an area south of Mill Spur that would be better suited for private retail or mixed-use development. After the completion of a boundary line adjustment, the parcel will be approximately 24,000 square feet. Next steps would be to order a title report and complete the boundary line adjustment. Sale of this property could help finance other downtown redevelopment projects. Staff recommends that the sale of this property would be contingent upon the execution of development agreement to ensure the property is consistent with the goals of the Downtown Lake Stevens Subarea Plan.

Property 2

In 2019, the city purchased the property at 1819 South Lake Stevens Road, along with other properties, for a new police station. The parcel contains a 7,067-square-foot two-story commercial building on a 18,549-usable-square-foot lot with 4 commercial tenants. This building has been considered for a potential training room and / or expansion area for PD in the future. With the construction of the Mill and a proposed civic campus at Chapel Hill there will be shared meeting areas that can be used for training. Revenues could help fund current city projects or be applied to debt payment.

Council and staff engaged in a discussion.

MOTION. Councilmember Daughtry made a motion, seconded by Councilmember Ewing, to approve Resolution 2020-25 Property Surplus. The motion passed 7-0-0-0.

Workshop:

Adoption of Building and Fire Codes

Building Official Mumma presented the amendments and adoption process for the 2018 code cycle. The City is required to regularly update and adopt building codes in accordance with State regulations and get direction going forward based on the Council's discussion.

Council and staff engaged in a discussion. This item will come back to a future meeting.

Update Code Compliance Process

Building Official Mumma presented the code compliance process for the Council. He explained that the overall goal is to streamline code compliance for more effective use of resources in order to achieve favorable results and early compliance in violation cases.

Council and staff engaged in a discussion.

Full-time Mayor Benefits

Human Resources Director Warrington discussed potential benefits with the Council. The Salary Commission set the full-time Mayor salary at \$80,000 a year. The Council can add benefits to the compensation package for the Mayor position.

Council and staff engaged in a discussion. It was also discussed whether or not the Salary Commission should be making the decision on the Mayor salary.

Both of these items will come back to a future Council meeting for more discussion.

Council Start Time

City Clerk Chelin explained that at the retreat held on September 25, 2020, the Council discussed an earlier start time for regularly scheduled City Council meetings due to lengthy meetings that have been going past 9:00 p.m. The Council and staff discussed that it would be in the best interest of the public, City administration and City Council to amend the start time. The Council discussed a start time of either 6:00 p.m. or 6:30 p.m. rather than 7:00 p.m. After

the retreat, staff prepared a survey and placed a link on the City's website in order for citizens to vote on their preferred start time.

Council engaged in a discussion. It was the consensus of the Council to place an Ordinance on the consent agenda for the next meeting amending the start time of Council meetings to 6:00 p.m.

2021 Council Retreat Dates and Location

City Clerk Chelin presented options to the Council for locations for the 2021 Council retreat. The consensus of the Council was to go to LaConner on Friday, January 29 and Saturday January 30, 2021 if Covid restrictions allow retreats.

There being no further business the meeting was adjourned at 8:58 p.m.



Brett Gailey, Mayor



Kelly M. Chelin, City Clerk