

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

Tuesday, July 18, 2023, at 6:00 p.m.

By Remote Participation via Zoom and In Person at The Mill, 1808 Main Street, Lake Stevens.

**CALL TO ORDER:** 6:00 p.m. by Mayor Brett Gailey

**ELECTED OFFICIALS PRESENT:** Councilmembers Kim Daughtry, Gary Petershagen, Ryan Donoghue, Mary Dickinson and Marcus Tageant

**ELECTED OFFICIALS ABSENT:** Councilmembers Anji Jorstad and Steve Ewing

---

**Call to Order**

Mayor Gailey called the meeting to order at 6:00 p.m.

**Pledge of Allegiance**

Mayor Gailey led the Pledge of Allegiance.

**Roll Call**

All Councilmembers were present except Councilmembers Jorstad and Ewing.

**MOTION.** Councilmember Tageant made a motion, seconded by Councilmember Donoghue, to excuse Councilmembers Jorstad and Ewing. The motion passed 5-0-0-2.

**Approval of the Agenda**

City Clerk Chelin asked for the Council to add the Council meeting minutes of July 11, 2023, to the consent agenda.

**MOTION.** Councilmember Daughtry made a motion, seconded by Councilmember Donoghue, to approve the agenda with the addition of the July 11, 2023, meeting minutes. The motion passed 5-0-0-2.

**Guest Business**

Community Transit Transportation Needs Assessment Survey

Robert Fenton, New Police Officer

Employee Introduction: Tonya Woldridge, Parks and Recreation

**Citizen Comments**

There were no citizen comments.

**Council Business**

Councilmember Tageant participated in a pickleball tournament.

Councilmember Donoghue attended the Planning Commission meeting.

Councilmember Daughtry attended the Puget Sound Regional Council and Community Transit meetings. Also, he's been working on Aquafest planning.

Councilmember Petershagen attended the Sewer District and Historical Society meetings. He expressed his concerns to staff about the graffiti on the sound walls along Highway 9 and asked that it be removed.

**Mayor Business**

Mayor Gailey also attended the pickle ball tournament. He is working with staff on preparing the 2024 preliminary budget. He reported that the Starbucks with the Mayor events are going well.

**City Department Report**

**Public Works Department**

**2022 Public Records JLARC Report**

**Consent Agenda**

**MOTION.** Councilmember Daughtry made a motion, seconded by Councilmember Petershagen, to approve the consent agenda. The motion passed 5-0-0-2. The consent agenda included the following:

- 2023 Vouchers
- Cancel Council Meetings for Summer Recess (July 25 - August 22, 2023)
- Interlocal Agreement for Jail Services

**Public Hearing**

**Batcheldor Phase I and II Rezone**

Senior Planner Schmidt explained that this hearing is a Closed Record Public Hearing and First and Final Reading for Ordinance No. 1164 related to the Batcheldor Phase I and II Rezone / LUA2022-0092.

Ordinance No. 1164: An ordinance of the city of Lake Stevens amending the zoning for an approximate, undeveloped 25-acre site on four parcels (APNs: 2906000302400, 2906000302401, 2906000301600 and 2906000304000, located at 11922 and 12009 20th Street SE and an undeveloped parcel east of 117th Drive SE, Lake Stevens, WA from R6 to R8-12 as part of the Batcheldor Phase I and II Rezone (City File No. LUA2022-0092).

Mayor Gailey opened the hearing at 6:46 p.m.

Annett Gamble-Olson, Lake Stevens. Annett spoke about barred owl concerns on the property.

Mayor Gailey closed the hearing at 7:02 p.m.

**MOTION.** Councilmember Petershagen made a motion, seconded by Councilmember Daughtry, to approve Ordinance 1164 Batcheldor Phase I and II Rezone. The motion passed 4-1-0-2 with Councilmember Dickinson opposed.

### **Action Items**

#### **Resolution 2023-12 - Revised Fee Resolution (Public Records Fee Schedule Update)**

Police Administrator Manager Ubert and City Clerk Chelin explained that to be consistent with RCW 42.56 and surrounding cities, the fee schedule is being adjusted to reflect a \$1.00 of total waived fees from the previous amount of \$5.00. Additionally, the Lake Stevens Police are including fees for redaction of body worn camera video consistent with RCW 42.56.240(12).

Page 13 of the updated fees resolution shows a fee of \$1.00 cumulative waived. Page 14 of the updated fees resolution shows a fee of \$0.84 per minute.

**MOTION.** Councilmember Tageant made a motion, seconded by Councilmember Donoghue, to approve Resolution 2023-12 – Revised Fee Resolution. The motion passed 5-0-0-2..

#### **Resolution 2023-11 - Update of Public Records Act Policies**

City Clerk Chelin explained that RCW 42.56.040 and 42.56.100 require that Public Records Policies be established to facilitate the disclosure of public records. The purpose of these rules is to establish the procedures the City of Lake Stevens (City) will follow in order to provide full access to public records, the fullest assistance to inquirers, and the most timely possible action as required by RCW 42.56.100.

Staff has updated the policy to reflect current practices for processing requests, specifically the Next Request portal on the City's website.

**MOTION.** Councilmember Petershagen made a motion, seconded by Councilmember Dickinson, to approve Resolution 2023-11 – Update of Public Records Act Policies. The motion passed 5-0-0-2.

#### **Coast Construction Group contract for the construction of the Sunset Beach Park Dock Replacement Project**

Public Works Director Halverson explained that this project has an approved budget of \$275,720 to be funded from the Park Mitigation fund. The projected expenditures

City Council Meeting Minutes July 18, 2023

include \$25,000 for final design, \$350,057 for the construction contract, and \$6,000 for inspection services, for a total of \$381,057. The Sunset Park Improvements Project is anticipated to have approximately \$65,000 remaining from REET 2 which can partially fund the shortfall for this Sunset Beach Dock Replacement Project. The remaining shortfall estimate of \$40,000 is proposed to be funded from REET 2, which will be included in a future budget amendment.

MOTION. Councilmember Petershagen made a motion, seconded by Councilmember Dickinson, to approve Coast Construction Group Contract for the Construction of the Sunset Beach Park Dock Replacement Project. The motion passed 5-0-0-2.

#### SR 9/SR 204 Landscaping Maintenance Agreement with WSDOT

Public Works Director Halverson presented an agreement with the Washington State Department of Transportation (WSDOT) obligating the city to maintain portions of WSDOT right-of-way at the intersection of State Route (SR) 9 and SR 204, including the city gateway sign, sidewalks, buffer areas, and landscaping.

Council and staff discussed the agreement. This agreement will come back to a future meeting.

#### Discussion Items

##### Introduction to the 2024 Budget Process

Finance Director Stevens gave an introduction to the 2024 Budget Process to the Council. Budget meetings will begin with the Council after the summer recess.

MOTION. At 8:00 p.m., Councilmember Daughtry made a motion, seconded by Councilmember Donoghue, to extend the meeting to 8:40 p.m. The motion passed 4-1-0-2 with Councilmember Tageant opposed. (Councilmember Tageant expressed his concerns for better time management of the meetings).

#### Executive Session

The meeting recessed at 8:05 p.m. to discuss Collective Bargaining and Litigation/Potential Litigation for approximately 25 minutes. There is no expected action.

#### Reconvene to Regular Session

The meeting reconvened to regular session at 8:27 p.m.

**Adjourn**

**MOTION.** Councilmember Daughtry made a motion, seconded by Councilmember Donoghue, to adjourn the meeting. The motion passed 5-0-0-2.

The meeting was adjourned at 8:27 p.m.

  
Brett Bailey, Mayor

  
Kelly M. Chelin, City Clerk