

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

April 23, 2024, at 6:00 p.m.

Hybrid Meeting - By Remote Participation via Zoom & in Person at The Mill Building

CALL TO ORDER: 6:00 p.m. Council President Petershagen

ELECTED OFFICIALS PRESENT: Councilmembers Gary Petershagen, Kim Daughtry, Ryan Donoghue, Kymm Shipman, Marcus Tageant, Steve Ewing and Anji Jorstad.

Call to Order

Council President Petershagen called the meeting to order at 6:00 p.m.

Pledge of Allegiance

Council President Petershagen led the Pledge of Allegiance.

Roll Call

All Councilmembers were present. Mayor Gailey was out of state at a conference.

Approval of Agenda

Council President Petershagen noted that there would be an additional topic of Potential Litigation under Executive Session that will be about 5 to 10 minutes with no action.

MOTION. Councilmember Ewing made a motion, seconded by Councilmember Donoghue, to approve the agenda as amended. The motion passed 7-0-0-0.

Guest Business

Oath of Office for Breezie Morgan, Police Records Specialist

Zipley Fiber Presentation, Ryan Lukin, Zipley Fiber

Citizen Comments

There were no citizen comments.

Council Business

Consent Agenda

MOTION. Councilmember Tageant made a motion, seconded by Councilmember Donoghue, to approve the consent agenda. The motion passed 7-0-0-0.

The consent agenda items were as follows:

- 2024 Vouchers

- City Council Meeting Minutes of March 26, 2024
- City Council Meeting Minutes of April 2, 2024
- City Council Meeting Minutes of April 9, 2024

Action Items

Resolution 2024-01 Accepting Donation From Arts & Parks Foundation

Parks Coordinator Meis presented Resolution 2024-01 accepting a donation made by the Arts and Parks Foundation for artwork on the seat wall at North Cove water feature.

MOTION. Councilmember Ewing made a motion, seconded by Councilmember Daughtry, to adopt Resolution 2024-01. The motion passed unanimously.

Resolution 2024-02 Approval to Apply for RCO Grant

Parks Coordinator Meis presented Resolution 2024-02. She explained that staff is applying for a Washington State Recreation and Conservation Office (RCO) grant for improvements at Eagle Ridge Park. One requirement of the application process is to submit a resolution approved by City Council acknowledging the conditions of the grant.

MOTION. Councilmember Daughtry made a motion, seconded by Councilmember Tageant, to adopt Resolution 2024-02 Approval to Apply for RCO Grant. The motion passed 7-0-0-0.

Public Comment - Public Meeting Guidelines

Deputy Clerk Weaver explained that in an effort to run effective meetings, staff has prepared a public meeting guideline sheet for the Council's review. This document explains the meeting structure and gives public comment guidelines. There are also suggested tips and preparations for those who would like to address the Council. She further explained that this document has been reviewed by the City Attorney and if approved by Council, this information will be posted at public meetings and on the City's website.

Staff and Council discussed the guidelines and asked for a few changes. This item will come back to another meeting for approval.

Records Management Policy

City Clerk Chelin explained to the Council that the purpose of a records management policy is to provide direction and guidance to employees and elected officials in the management of records created or received in the conduct of city business.

Staff determined that a review and update of the current records management policy was necessary as the city planned to move forward with new data governance initiatives and work through an eventual migration to Sharepoint. Public records officers and IT team members worked together to update the policy with a final review by the city attorney.

MOTION. Councilmember Ewing made a motion, seconded by Councilmember Donoghue, to approve the Records Management Policy. The motion passed 7-0-0-0.

Executive Session

At 6:55 p.m., the meeting recessed to executive session to discuss Property Acquisition, Collective Bargaining and Potential Litigation for approximately 30 minutes. There may be action after the session.

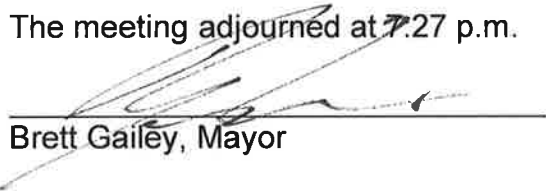
The meeting reconvened to regular session at 7:25 p.m.

MOTION. Councilmember Tageant made a motion, seconded by Councilmember Ewing, to approve the 2024-2026 Collective Bargaining Agreement with the Guild effective January 1, 2024. The motion passed 7-0-0-0.

Adjournment

MOTION. Councilmember Daughtry made a motion, seconded by Councilmember Donoghue, to adjourn the meeting. The motion passed 7-0-0-0.

The meeting adjourned at 7:27 p.m.



Brett Gailey, Mayor

Kelly M. Chelin, City Clerk