

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

Tuesday, July 12, 2016

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: Mayor John Spencer, Councilmembers Kim Daughtry, Sam Low, Kurt Hilt, Todd Welch, Rauchel McDaniel, Kathy Holder, Marcus Tageant

ELECTED OFFICIALS ABSENT:

STAFF MEMBERS PRESENT: Interim City Administrator Mary Swenson, Finance Director/City Clerk Barb Stevens, Community Development Director Russ Wright, Public Works Director Mick Monken, Interim Police Chief Ralph Krusey, Human Resources Director Steve Edin, Deputy City Clerk Kathy Pugh and City Attorney Cheryl Beyer, Police Records Clerks Jenn Anderson, Michelle Vanderwalker and Megan LeBlanc, Police Records/Evidence Clerk Deb Smith, Police Officer Alex Michael, and Interim Police Lieutenant Robert Miner

OTHERS: Members of Ludus Youth Theater (Lake Stevens Youth Theater) Steven Ortiz, Cheryl Ortiz, Maleah Haverly, Macey Harris, Anne Julson, Brynn Julson, Erik Ortiz, Tori Cardin and Joseph Stegman

Pledge of Allegiance: Council President Sam Low introduced members of the Ludus Youth Theater (Lake Stevens Youth Theater), who led the Pledge of Allegiance.

Councilmember Hilt commented that the Ludus Theater Group promotes arts in the community and noted this is something the Council has expressed an interest in supporting.

Steven Ortiz of Ludus Youth Theater introduced the members of the theater group and said their goal is to produce the highest quality productions possible while giving all youth an opportunity to participate.

Roll Call: All Councilmembers present.

Approval of Agenda: Council President Low advised that Action Item (C) Approve Ordinance 965 – Amendments to Floodplain Regulations, is being removed from the agenda and will be brought forward at the August 23 or September 13, 2016 Council meeting. Also, an executive session on property and personnel is being added to the agenda.

MOTION: Moved by Councilmember Tageant, seconded by Councilmember McDaniel, to approve the agenda as amended. On vote the motion carried (7-0-0-0).

Guest Business: None.

Council Business:

Councilmember Daughtry: Police Chief Candidates Meeting, Family Center, Aquafest, Economic Development Subcommittee, Visitor Information Center and Fish Roundabout dedications and Chamber Event; Councilmember Low: Chamber Grand Opening and Roundabout Dedication; Parks Subcommittee, Public Works Subcommittee, Frontier Heights Homeowners (HOA) meeting, and thanked Police Officers for their service; Councilmember Hilt: Public Safety Committee meeting, thanked Police Officers for their services; Community Transit, Snohomish Health District; Councilmember Welch: Arts Commission and Parks Subcommittee; Councilmember McDaniel: Fire Commission, Frontier Heights Homeowners Association meeting, Public Safety committee meeting, and thanked the Police Officers for their service; Councilmember Holder: Visitor Information Center Dedication and Chamber function, Family Center, National Night Out on Tuesday August 2, Parks Subcommittee, Parks Board, Economic Development Subcommittee; and Councilmember Tageant: Visitor Information Center Dedication and Chamber function.

Mayor's Business: Mayor Spencer thanked the Council for their support in helping to create a City where people enjoy working and where the community is excited.

New Employee Introductions: Chief Krusey introduced Megan LeBlanc, Police Records specialist.

Chief Krusey next introduced Police Officer Alex Michael, who was then sworn in by Mayor Spencer.

City Department Report:

Human Resources Director Steve Edin: Progressive Walk; new code compliance officer beginning 8/1/2016; Finance Director/City Clerk Barb Stevens: Kira Heister is the new receptionist, and an offer letter will be sent for the senior accountant position; Public Works Director Mick Monken: Grade Road repair update; Community Development Director Russ Wright: Economic development outreach update; Down Town Subarea Plan Consultant will be meeting with staff on Thursday, and also Citizen Advisory Committee kick-off on Thursday; Parks Board, Design Review Board, Planning Commission and various subcommittee meetings, Aquafest booth signup; Interim City Administrator Mary Swenson: National League of Cities Summit in Pittsburgh, Senator King, Chair of Transportation Committee is-tentatively scheduled to visit Lake Stevens on August 18.

Consent Agenda:

MOTION: Moved by Councilmember Tageant, seconded by Councilmember Welch, to approve (A) 2016 Vouchers [Payroll Direct Deposits of \$153,476.76, Payroll Checks Nos. 40688-40690 totaling \$3,769.51, Tax Deposit(s) of \$62,229.97, Electronic Funds Transfers (ACH) of \$172,182.74, Claims Checks Nos. 40691-40767 totaling \$234,332.48, Total Vouchers Approved: \$625,991.46]; (B) June 28, 2016 City Council Regular Meeting Minutes; (C) Approve Complete Streets (TIB) Ordinance No. 965; (D) Affirmation to Terminate an Easement; and (F) Ordinance No. 963 re 2016 Budget Amendment No. 2. On vote the motion carried (7-0-0-0).

Action Items:

Approve Amendment to Professional Services Agreement for Grant Writing Consultant Services with Perteet, Inc.: Public Works Director Mick Monken presented the staff report and said that staff is seeking an additional \$30,000 above the \$50,000 amount previously approved by Council in the March 2016 Professional Services Agreement. Director Monken reviewed the grant opportunities that Perteet has assisted with pursuing, and also reviewed possible grant opportunities that may be available through the end of the year. He then responded to Councilmembers' questions.

MOTION: Moved by Councilmember Tageant, seconded by Councilmember Hilt, to approve a budget increase of \$30,000 and authorize the Mayor to execute Supplement No. 1 to the Perteet, Inc. Grant Writing Assistance Service contract for a total contract amount not to exceed \$80,000. On vote the motion carried (7-0-0-0).

Authorize Mayor to Enter into Professional Services Agreement with Red Propeller, Inc. for 20th Street SE Marketing: Economic Development Coordinator Jeanie Ashe presented the staff report and said Red Propeller, Inc. will assist with marketing of business opportunities in Lake Stevens and particularly along the 20th Street SE corridor by providing market tools, sales collateral, a PowerPoint presentation and a unique marketing website for development of the 20th Street SE corridor. She commented the owner of Red Propeller is a former employee of Paul Allen's development group, Vulcan, and they developed all of South Lake Union and also did the marketing for the City of Bothell. Ms. Ashe then responded to Councilmembers' questions.

MOTION: Moved by Councilmember Hilt, seconded by Councilmember Low, to authorize the Mayor to enter into a Professional Services Agreement with Red Propeller, Inc. for creative and marketing collateral services not to exceed \$44,500 with a contingency of \$5,500. On vote the motion carried (7-0-0-0).

Approve Resolution 2016-12 re Rates and Fees: Finance Director/City Clerk Barb Stevens and Community Development Director Russ Wright presented the staff report and reviewed the various rates and fees that are being amended or added.

MOTION: Moved by Councilmember Welch, seconded by Councilmember Holder, to adopt Resolution 2016-12 adjusting fees for city licenses, permits and other services. On vote the motion carried (7-0-0-0).

Approve Ordinance 966 correcting LSMC 3.12.010 – Tax Levied: Director Stevens presented the staff report and commented this ordinance is being brought forward to correct a scribe's error that occurred when Ordinance 224 amending the telephone utility tax rates was enacted.

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Hilt, to approve Ordinance 966 Amending the LSMC 3.12.010 entitled "Tax Levied" to correct a scribe's error. On vote the motion carried (7-0-0-0).

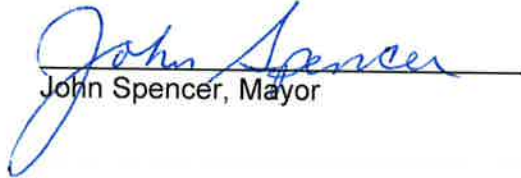
Executive Session: Mayor Spencer announced an executive session for 10 minutes beginning at 8:02 p.m. and ending at 8:12 p.m. to discuss a potential property sale and a personnel

matter, with no action to follow. At 8:11 p.m. the executive session was extended 5 minutes. The regular meeting reconvened at 8:18 p.m.

Study Session: None.

Adjourn:

Moved by Councilmember Tageant, seconded by Councilmember Welch to adjourn the meeting at 8:20 p.m. On vote the motion carried (7-0-0-0).


John Spencer, Mayor


Kathy Pugh, Deputy City Clerk