

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

Tuesday, April 11, 2017

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, Kurt Hilt, Todd Welch, Rauchel McDaniel, Kathy Holder, Marcus Tageant

ELECTED OFFICIALS ABSENT: None

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Finance Director/City Clerk Barb Stevens, Community Development Director Russ Wright, Public Works Director Eric Durpos, Police Commander Ron Brooks, Human Resources Director Steve Edin, Deputy City Clerk Kathy Pugh, City Attorney Emily Guildner, Communications/Administrative Assistant Beth Braun, Senior Planner Stacie Pratschner

OTHERS:

Pledge of Allegiance: Council President Kurt Hilt introduced Madelynn Coe, an eighth grader at Cavelero Mid-High, who led the Pledge of Allegiance.

Roll Call: All present.

Approval of Agenda: Moved by Councilmember Tageant, seconded by Councilmember Daughtry, to approve the agenda as presented. On vote the motion carried (7-0-0-0).

Citizen Comments:

Laurie Erickson, 10208 7th Place SE, Lake Stevens, reminded the Council that she previously expressed concerns regarding the water flows around the Westlake Crossing development. Tonight, she shared photographs of additional areas of concern depicting pond areas where water is being pumped during the night. The neighbors have safety and noise concerns and would appreciate hearing back from the City.

New Employee Introduction: Human Resources Director Steve Edin introduced Beth Braun, the new Communications Assistant. Ms. Braun said she is excited to be working with the City during this period of growth.

Guest Business: None.

Council Business:

- Kim Daughtry: Chamber Leadership Breakfast in May.
- Gary Petershagen: No report.

- Kurt Hilt: Health District, Community Transit, Department of Emergency Management, Veterans Commission.
- Todd Welch: No report.
- Rauchel McDaniel: Battalion Chief Huston's Retirement Party, Coffee with the Chiefs.
- Kathy Holder: Parks Subcommittee, Parks Board, and parks maintenance and development updates.
- Marcus Tageant: Economic Development/Chamber subcommittee.

Mayor's Business: Updated that the City is experiencing a number of staffing changes and the City will be moving forward to bring in additional staff.

City Department Report.

- City Administrator Brazel reminded of the upcoming Chamber Luncheon, State of the Station.
- Community Development Director Wright recognized Senior Planner Pratschner for her service. With Ms. Pratschner leaving, Director Wright is considering restructuring the department to increase efficiencies; suggestions will be brought back to Council for consideration.

Director Wright provided a detailed update on the history of what is known as the Nourse development, which began in 2006. The project is under a Development Agreement that expires April 25, 2017. Director Wright reviewed benchmarks the developer needs to achieve and applications that have been submitted. Staff determined to hold two public open houses to educate the public on the project and identify community concerns. Director Wright said there are several outstanding matters, including conditions of approval, and there have been numerous discussions with the City's legal counsel and the applicant to address the identified community concerns. Staff plans to respond to the public after the comment period has expired. Director Wright then responded to Councilmembers' questions.

- Public Works Director Durpos thanked the public works crew and said that over 107 work order requests have been fulfilled in the last couple of weeks. Director Durpos reported that the Senior Engineer and Engineer Technician positions are still open and he is working with Human Resources to fill those positions. He added that they have approximately two dozen pending projects they are planning to complete this year.
- Director Edin said he is working to get as many recruitments underway before leaving the City, and he will also return to assist his predecessor. Director Edin added he considers it a privilege to have served the City of Lake Stevens, and he believes he is leaving the City in good shape.
- Director Stevens said the monthly financials for March are being finalized and will be uploaded to the website and SharePoint, the first quarter financial summary is scheduled for the April 25 Council meeting, and the Procurement Policy is being updated.

Consent Agenda:

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Welch, to approve (A) 2017 Vouchers [Payroll Direct Deposits of \$166,389.71, Payroll Check Nos. 42254-42256 totaling \$6,350.95, Tax Deposits of \$66,408.27, Electronic Funds Transfers (ACH) in the amount of \$216,282.96, Claims Check Nos. 42251-42253, 42257-42347 totaling \$190,743.57,

Void Check Nos. 41861 and 41753 totaling \$657.40, Total Vouchers Approved: \$645,518.06]; (B) City Council Special Meeting Minutes of March 11-15, 2017, (C) City Council Workshop Meeting Minutes of March 28, 2017, (D) City Council Regular Meeting Minutes of March 28, 2017. On vote the motion carried (7-0-0-0).

Public Hearings:

Mayor Spencer opened the public hearings.

Closed Record Public Hearing: Approve Ordinance 993 re Lyons Gate II Rezone: Director Wright presented the staff report and said tonight's action is to hold a closed record public hearing and approve Ordinance No. 993 regarding the Lyons Gate II Rezone request. These properties are in the 20th Street SE corridor subarea. The parcels would be changed from Urban Residential to High Urban Residential zoning. Director Wright reviewed the history of the application and the process before the Planning Commission. Director Wright noted the Hearing Examiner recommends approval of this rezone and requested Council accept this recommendation. Director Wright invited questions of Council and there were none.

Mayor Spencer then closed the Public Hearing.

MOTION: Councilmember Welch moved, Councilmember Hilt seconded, approve Ordinance No. 993, amending the zoning for two parcels totaling five acres as part of the Lyons Gate II Rezone, located at 1615 and 1621 – 8rd Avenue SE, Lake Stevens, WA 98258, and changing the zoning on the subject parcels from Urban Residential (UR) to High Urban Residential (HUR). On vote the motion carried (7-0-0-0).

Approve 2017 Comprehensive Plan Docket: Senior Planner Stacie Pratschner presented the staff report and said tonight's requested action is to consider two city-initiated amendments to the land use map and related city-initiated text amendments proposed for inclusion in the 2017 Comprehensive Plan Docket. The proposed land use change for the city-owned and library properties at Chapel Hill would go from their existing land use to a public/semi-public designation. This would support a future city campus function on that property. Staff is requesting that the rezone also be extended to what is known as the Morris properties, located southeast of the city-owned properties on Chapel Hill (after being discussed with the Economic development subcommittee). This could potentially make this site appropriate for supporting a food bank in the future. There is a second request to change the land use designation for two parcels adjacent to Soper Hill Road, which is the Eagle Ridge Park property. The zoning is Residential/Medium Density when in fact it is a park; the request is to amend the zoning designation to Public/Semi-Public designation to support continuing park activities. The final request is to allow staff to review and study the possibility of modifying the description of the Local Commercial land use designation for the purpose to explore and support two citizen-requested code amendments to allow drive-through uses and mini-storage within the Local Business zoning designation, with a focus on parcels adjacent to the highway. Planner Pratschner invited Councilmembers' questions and there were none.

Mayor Spencer invited public comment, and there was none. Mayor Spencer then closed the public comment portion of the Public Hearing and the Public Hearing.

MOTION: Councilmember Daughtry moved, Councilmember Welch seconded, to adopt Resolution 2017-07 setting the 2017 Comprehensive Plan Docket.

Responding to Councilmember McDaniels' question, Director Wright explained that a "placeholder" is used to allow Councilmembers to address issues related to the Comprehensive Plan.

VOTE: On vote the motion carried (7-0-0-0).

Before closing, Ms. Pratschner said it has been a privilege and pleasure to serve the Lake Stevens community.

Action Items:

Approve Nomination of John Vincente to the Design Review Board: Mayor Spencer said that following an interview process to fill the vacancy on the Design Review Board, it is his recommendation that the nomination of John Vincente to fill that vacancy be approved, for a term expiring December 31, 2019.

Approve Nomination of Tina Decker to Parks Board: Mayor Spencer said that following an interview process to fill the vacancy on the Parks Board, it is his recommendation that the nomination of Tina Decker to fill that vacancy be approved, for a term expiring December 31, 2019.

MOTION: Moved by Councilmember Tageant, seconded by Councilmember Holder, to approve the nomination of John Vincente to the Design Review Board to fill a vacant position with a term expiring December 31, 2019 and to approve the nomination of Tina Decker to fill a vacant position on the Parks Board for a term expiring December 31, 2019. On vote the motion carried (7-0-0-0).

Mayor Spencer then administered the Oath of Office to new Board members Tina Decker and John Vincente.

Approve Amendment No. 1 to Professional Services Agreement with ISOutsource: IT Manager Troy Stevens presented the staff report and said that with Council's approval of this amendment will assist in mitigation of some of the findings outlined in the Business Technical Assessment and Plan and the IT survey outcomes, as well as augmenting the IT staffing levels. Mr. Stevens added it has been determined that ISOutsource will also support the Fire Department, allowing City staff to support the growing IT needs of the City. He then invited Councilmembers' questions and there were none.

MOTION: Moved by Councilmember McDaniel, seconded by Councilmember Welch, to approve Amendment No. 1 to the Professional Services Agreement with ISOutsource. On vote the motion carried (7-0-0-0).

Approve Supplement No. 1 to Professional Services Agreement with AquaTechnex for Treatment of Eurasion Milfoil: Public Works Director Eric Durpos presented the staff report and briefly reviewed the history of addressing Eurasion Milfoil in Lake Stevens. Treatment of the lake to control and eradicate the milfoil has proven to be very successful but continued treatment is necessary to continue to deter milfoil growth. He then responded to Councilmembers' questions.

MOTION: Moved by Councilmember Hilt, seconded by Councilmember Petershagen, to approve Supplement No. 1 to the Professional Services Agreement with AquaTechnex for treatment of Eurasian Milfoil. On vote the motion carried (7-0-0-0).

Approve Concession Agreement with PaddleBroz, Inc.: Parks Coordinator Jim Haugen introduced Angela Albriksen, Paddle Broz owner, and presented the staff report. Mr. Haugen said that PaddleBroz has applied to the City to operate a standup paddleboard concession in Lundeen Park during the summer months of 2017. He reviewed the success of last year's paddleboard concession and responded to Councilmembers' questions.

Ms. Albriksen provided a recap of the previous summer's activities. She said they met people from all over the country who were visiting Lake Stevens and came to the paddleboard concession. She also said there were many first timers. Ms. Albriksen said they are looking forward to having an opportunity to advertise their concession this year, and also that they have been invited to participate in the Lake Stevens School District sponsored summer activities and classes.

Councilmember Tageant said this concession has the approval of the Economic Development/ Chamber subcommittee.

Mayor Spencer commented it is recommended the City go out to bid for concessions for 2018.

MOTION: Moved by Councilmember Tageant, seconded by Councilmember Holder, to approve the Concession Agreement with PaddleBroz, Inc. On vote the motion carried (7-0-0-0).

Approve Affordable Housing Agreement Funding: Director Wright presented the staff report and reviewed the history of Lake Stevens' participation in establishing the Affordable Housing Authority. He said the requested amount is Lake Stevens' contribution, calculated on a formula based on population. He also commented that the Affordable Housing Authority has started preliminary discussions to strategize how to establish a funding source to assist with construction of new affordable housing in the future, which is a long-term goal. He then responded to Councilmembers' questions.

MOTION: Moved by Councilmember Hilt, seconded by Councilmember McDaniel, to approve funding in the amount of \$2,836 for the Alliance for Housing Affordability. On vote the motion carried (7-0-0-0).

Establish a Salary Range for Human Resources Director: City Administrator Brazel presented the staff report and reviewed how the recommended salary range was determined. He said it is recommended the salary range for the Human Resources Director be adjusted so as to be competitive with similar-sized cities. This will be especially important as the City moves forward in filling this vacant position.

MOTION: Moved by Councilmember Holder, seconded by Councilmember Petershagen, to approve the salary range for Human Resources Director as \$8,213.05 to \$10,287.38.

Councilmember Hilt has heard concerns about how the comparable numbers were arrived at and suggested that the City needs to determine one way to establish comparable salaries.

Mayor Spencer responded he will work on this with the City Administrator and bring a recommendation to the Administration subcommittee.

Councilmember Tageant suggested a consistent normal comparison group, and also a local component.

VOTE: On vote the motion carried (7-0-0-0).

Approve Services Agreement with Strategies 360: City Administrator Brazel presented the staff report and said that authorization of this Services Agreement will allow the City to continue to move forward in its efforts to obtain federal funding for needed improvements to the U.S. 2 Trestle. Strategies 360 will continue lobbying efforts with the City's elected officials in Washington DC to strategize and obtain this funding. He then responded to Councilmembers' questions.

Councilmember Tageant said this has been reviewed by the Economic Development/Chamber subcommittee and they recommended it be brought forward.

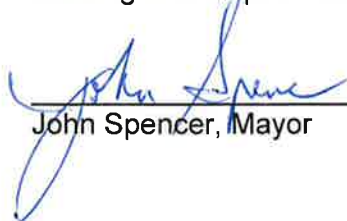
MOTION: Moved by Councilmember Hilt, seconded by Councilmember McDaniel, to authorize the Mayor to enter into a Services Agreement with Strategies 360 to assist City officials and staff to develop and implement a federal advocacy and communications strategy tailored to its federal policy and funding priorities, with a special focus on activities in pursuit of funding the U.S. 2 Everett Trestle project, in the amount of \$4,000 per month. On vote the motion carried (7-0-0-0).

Executive Session: None.


Study Session: None.

Adjourn:

Moved by Councilmember Tageant, seconded by Councilmember Daughtry, to adjourn the meeting at 8:17 p.m. On vote the motion carried (7-0-0-0).



John Spencer, Mayor



Kathy Pugh, Deputy City Clerk