

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

Tuesday, October 10, 2017

Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street N.E. Lake Stevens

CALL TO ORDER: 7:01 p.m. by Mayor John Spencer

ELECTED OFFICIALS PRESENT: Councilmembers Kim Daughtry, Gary Petershagen, Kathy Holder, Rauchel McDaniel, Marcus Tageant

ELECTED OFFICIALS ABSENT: Councilmembers Kurt Hilt, Todd Welch (7:35 p.m.)

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Finance Director/City Clerk Barb Stevens, Community Development Director Russ Wright, Public Works Director Eric Durpos, Police Chief John Dyer, Human Resources Director Teri Wright, Deputy City Clerk Kathy Pugh, City Attorney Grant Weed, Economic Development Coordinator Jeanie Ashe, Senior Planner Josh Machen. Police Commander Jeff Beazizo, Police Records Specialist Ariane Fox, School Resource Officer Dennis Irwin, Corporal Chad Christensen, Sgt. Dean Thomas, Corporal Brandon Fiske, Officers Phil Bassett and Alex Michael, Records Supervisor Jennifer Anderson, Records Evidence Specialist Deb Smith, Records Specialists Megan Leblanc and Michelle Vanderwalker

OTHERS:

Pledge of Allegiance: Mayor Spencer led the Pledge of Allegiance.

Roll Call: Moved by Councilmember Tageant, seconded by Councilmember McDaniel, to excuse Councilmembers Hilt and Welch from the meeting. On vote the motion carried (5-0-0-2).

Approval of Agenda: Moved by Councilmember Daughtry, seconded by Councilmember McDaniel, to approve the agenda. On vote the motion carried (5-0-0-2).

Citizen Comments: None.

New Employee Introductions:

Community Development Director Russ Wright introduced Senior Planner Josh Machen, who was previously with the City of Bainbridge Island and has been in the planning profession for about twenty-three years. He has held various positions at Bainbridge Island, including Planning Manager, and Director Wright said he will bring a lot of experience to the Community Development and Planning Department.

Director Durpos said he will reschedule introduction of the new Public Works crew workers as they were not able to attend this evening.

Police Chief Dyer introduced Police Records Specialist Ariane Fox. Ms. Fox comes from SnoPac where she worked for four and a half years, and she brings a lot of experience from SnoPac that is applicable to her current position.

Employee Anniversaries:

Mayor Spencer recognized Corporal Chad Christensen, who has been with the Police Department for fifteen years, and School Resource Officer Dennis Irwin for ten years of service to the City. Mayor Spencer thanked both Corporal Christensen and Officer Irwin for their service.

Employee Recognition:

Chief Dyer thanked the Council and community for their support of the Lake Stevens Police Department. He then highlighted the business side of the Police Department and recognized Support Services Commander Jeff Beazizo. Chief Dyer distributed a handout highlighting some of the accomplishments in bringing the Police Department in line with current business practices and said that Commander Beazizo has been instrumental in developing and implementing these improvements, including asset tracking, electronic tracking of use of force complaints and emergency operations management.

Commander Beazizo reviewed the accomplishments to date and said this modernizes the department and helps the department meet its goals and mission.

Mayor Spencer thanked all officers in attendance this evening.

Council Business:

- Councilmember Petershagen: Snohomish County Tomorrow (SCT), City Board Recognition, Planning Commission, Parks Subcommittee. Regarding the Planning Commission, the marijuana issue is taking front and center. The Planning Commission has had an in-depth discussion and reached the same conclusion as in June, there is no support for a second retail location. All involved are looking for some resolution of this discussion.

Mayor Spencer reviewed this history of the discussion and direction of Council regarding marijuana retail locations, including the discussion of changing the code to allow marijuana retail in commercial zones. Mayor Spencer summarized there is no support for this change.

Confirming Councilmember Tageant's comment, Mayor Spencer said that the Council previously determined not to revisit this discussion until 2018, however an application for a second retail location was submitted, and Council directed the application be submitted to the Planning Commission for a recommendation.

Director Wright reviewed the options for moving forward and how the three options are processed. He then responded to Councilmembers' questions.

Councilmember Tageant favors Council taking emergency action to resolve this matter. There was concurrence among Council to take emergency action.

MOTION: Councilmember Petershagen moved, seconded by Councilmember Daughtry, to direct staff to bring back an interim zoning regulation limiting marijuana sales from any zone other than the General Industrial and Light Industrial zone. On vote the motion carried (5-0-0-2).

- Councilmember McDaniel: Planning Commission, Economic Development subcommittee.
- Councilmember Holder: Family Center, Economic Development subcommittee. Parks Subcommittee: Frontier Heights now belongs to the City and the Homeowners Association is asking that the City pay for the legal fees they incurred in this process; the Park Board and subcommittee are in favor of this. The park has been cleaned up and the playground inspected; they are moving toward design now. Regarding Cavelero Park, the ILA is still being worked on. Eagle Ridge Park has had lots of improvements and looks great. There is currently a Request for Qualifications for improving the grading and drainage at Lundeen Park. Halloween and Winterfest planning is under way.
- Councilmember Daughtry: SCT, Veterans Commission, Eagle Ridge Park work party, Historical Society meeting regarding the Museum, Economic Development subcommittee.
- Councilmember Welch (arrived at 7:35 p.m.): No report.
- Councilmember Tageant: Boards and Commissions Reception, Economic Development subcommittee: looked at expanding the traffic impact incentive, job creation incentive, annexation update, trip report, reviving the role of downtown including connectivity and marketing.

Mayor's Business: Executive Dave Somers would like to schedule a time to meet with Council for discussion, with his primary interest being to partner with cities on how to deal with growth. Mayor Spencer suggested this could be a workshop meeting at either the first or second meeting in November. Mayor Spencer next commented on the Snohomish County Tomorrow (SCT) organization, and said that the Puget Sound Regional Council (PRSC) is beginning the update on its growth plan for the years 2040-2050. He added that SCT is focusing almost exclusively on growth in 2018 and how Snohomish County deals with growth in the next five to ten years. This focus will allow Snohomish County cities to be out in front of the PRSC plan and not simply responding to the PSRC plan.

Economic Development Coordinator Jeanie Ashe updated the Council on Economic Development Initiatives. She said the marketing and recruiting efforts are yielding positive results. Regarding the 20th Street SE corridor, the city is seeing ongoing site visits and inquiries from developers, real estate agents and retailers, both regionally and nationally. Also there has been significant interest from apartment builders. The surplus property is also being looked at by both a national retailer and a manufacturer. Property owners on Soper Hill are close to reaching a development agreement with a large commercial project. Also, in the commercial district where SR 204 and SR 9 meet there are active tenant improvements for vacant retail space. Finally, Bartell's construction project is going along very smoothly, and they are also actively working to bring a family restaurant into the project as well.

City Department Report.

- Director Durpos: Stormwater projects, new sweeper is here and in use, the slide area in the Vernon Road area is fixed, demolition of the houses on 20th SE under way, Callow Road improvements bid packet will hopefully go out next week.
- Chief Dyer: Halloween event, conditional offer for lateral employee.

- Director Smith: NeoGov contract implementation is October 31, Guild negotiations, employee benefits for 2018, Wellness Committee Benefits Fair, WCIA Audit.
- Director Stevens: Budget subcommittee; October 24 Council meeting will include a third quarter budget update and 2018 budget workshop; State Audit beginning November 6 and will last approximately three weeks; Budget Public Hearings are scheduled for November 14 and November 28.
- City Administrator Brazel: 2018 Council Retreat.

Consent Agenda:

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Holder, to approve (A) 2017 Vouchers [Payroll Direct Deposits of \$169,390.88, Payroll Checks 43532-43537 totaling \$10,047.00, Tax Deposits of \$68,207.56, Electronic Funds Transfers (ACH) of \$99,472.25, Claims Check Nos. 43538-43643 totaling \$710,878.30, Void Check Nos. 43329, 41816, 43515, 43387 totaling \$16,724.65, Total Vouchers Approved: \$1,041,271.34], (B) City Council Workshop Meeting Minutes of September 26, 2017, (C) City Council Regular Meeting Minutes of September 26, 2017, (D) City Council Special Meeting Minutes of October 3, 2017, (E) WAVE Dark Fiber Order and (F) WAVE Service Agreement for Order for Internet and Phone Services. On vote the motion carried (6-0-0-1).

Action Items:

Approve Professional Services Agreement with KPG, P.S. re Beautification Plan:

Assistant Planner Jill Meis presented the staff report and said that approval of this professional services agreement will allow the City to move forward with a comprehensive Beautification Plan in order to create a distinctive identity and community aesthetic that both identifies and unifies established neighborhood centers and public places for Lake Stevens. She then responded to Councilmembers' questions.

MOTION: Moved by Councilmember McDaniel, seconded by Councilmember Welch, to approve the Professional Services Agreement with KPG, P.S. to develop a beautification plan for Lake Stevens in the amount of \$24,895.00.

Responding to Councilmember Holder's question, Ms. Meis said that KPG did present sample work from other cities that they have worked with, and their qualifications are excellent.

Mayor Spencer commented this has been under consideration for approximately a year and a half. Two things important to the City are wayfinding and creating a better image of the City as people enter the City.

Councilmember Petershagen asked how long the work will take. Ms. Meis responded the scope of work included a timeline of three to six months, and implementation will take longer.

Councilmember Tageant suggested working with Kimco to put directions on how to get to Highway 9 and I-5, and Ms. Meis responded this firm specializes in wayfinding.

Councilmember Welch wondered if one meeting with City staff is enough, and Ms. Meis responded that the City has completed some public outreach already; this firm is willing to adjust the outreach as needed.

VOTE: On vote the motion carried (6-0-0-1).

Approve Part Time Position for Planning & Community Development: Director Wright presented the staff report and said that if this proposal is approved, Planning and Community Development will re-purpose a full-time Senior Planner position to a part-time (.60) position. This will provide the City with 1.6 full-time equivalent Senior Planners. The part-time position would focus on complex and time-sensitive projects, including large commercial projects, at the Senior Planner level. A current employee is interested in this part-time position, and approval will benefit the City by retaining a highly-skilled employee. This staffing change has been approved by the Administrative subcommittee. Director Wright then responded to Councilmembers' questions.

Responding to Councilmember McDaniel's question, Director Wright said this position will be reviewed annually in conjunction with the budget. Councilmember McDaniel asked if there are enough desks to support a part time person and another full-time person, and Director Wright responded that there are.

Responding to Councilmember Welch's question, Director Smith said that the City has not considered whether this position is eligible for telecommuting; the position is viewed as part of team with staff and may not be eligible because of that.

MOTION: Moved by Councilmember Holder, seconded by Councilmember Welch, to approve a part-time Senior Planner position. On vote the motion carried (6-0-0-1).

Approve Amendment to Contract with Republic Services: Director Durpos presented the staff report and said that approval of Amendment No. 3 to the contract with Republic Services will result in this contract being extended to 2021 and expiring at the same time as the contract with Waste Management for garbage service. At that point the City can determine whether it wants to go out to bid for a single provider. He then responded to Councilmembers' questions.

In response to Councilmember Daughtry's question, Mayor Spencer reviewed the history of this contract and the one with Waste Management, and said that moving forward with this amendment will allow the City an opportunity in the future when it is time to rebid the contracts.

Councilmember Tageant said Republic Services is an excellent community partner, and he supports this amendment.

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Welch, to Approve Amendment No. 3 to the Garbage, Recyclables and Yard Collection Contract with Republic Services of Lynnwood. On vote the motion carried (6-0-0-1).

Discussion Items:

Councilmember Daughtry asked if the yellow tagging seen around the City can be cleaned up, and Director Durpos responded it is on the list to do.

Responding to Councilmember McDaniel's question, Director Durpos said that the thermoplastic application is about 70% completed.

Councilmember Welch asked regarding the trees that were brought up by a citizen at the last meeting, whether those trees are the City's responsibility or the neighborhood's. Director Durpos said the trees are located in the right-of-way in the planter strip and the neighborhood does not have a homeowners association. Director Durpos did meet with the citizen and inspected the trees and concluded they were a poor choice for that location. Public Works is trying to work with the neighbors for a solution, including possibly removing the trees and replacing them with a better variety; funds for this approach would come from the tree mitigation fund.

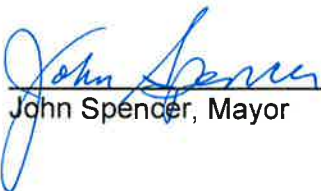
Responding to Councilmember Holder's question, Director Durpos said the City is working with the Lake Stevens School District to resolve the problems with Lake Drive.

Executive Session: None.


Study Session: None.

Adjourn:

Moved by Councilmember Tageant, seconded by Councilmember Daughtry to adjourn the meeting at 8:08 p.m. On vote the motion carried (6-0-0-1).



John Spencer, Mayor



Kathy Pugh, Deputy City Clerk