

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

Tuesday, May 8, 2018

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, Brett Gailey and Marcus Tageant

ELECTED OFFICIALS ABSENT: None.

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Community Development Director Russ Wright, Public Works Director Eric Durpos, Police Commander Jeff Beazizo, Human Resources Director Teri Smith, IT Manager Troy Stevens, City Clerk Kathy Pugh, City Attorney Grant Weed, City Attorney Brett Vinson, Judah Marshall, Police; Kyle Young, Public Works, Representative Mark Harmsworth

OTHERS:

Pledge of Allegiance:

Roll Call: All present.

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

Citizen Comments: Representative Mark Harmsworth requested clarification from Council on the proposed tolls for the Trestle, and added there may be other funding options. Representative Harmsworth also commented there is funding for the Food Bank in this year's budget.

New Employee Introductions:

Commander Beazizo introduced Judah Marshall and shared his background; he will attend the Basic Law Enforcement Academy in 2018.

Director Durpos introduced Kyle Young, the newest member to the Public Works crew, and said Mr. Young specializes in high-end landscaping.

City Attorney Grant Weed introduced Brett Vinson, the newest member of Weed, Graafstra and Associates, and shared Mr. Vincent's background. Mr. Vinson will be working with Lake Stevens as well as other municipal clients.

Council Business:

- Councilmember Daughtry: Veterans Commission.
- Councilmember Petershagen: Brightwater treatment plant tour.
- Councilmember Hilt: Snohomish Health District; Department of Emergency Management.
- Councilmember Gailey: Trestle tolls.
- Councilmember Tageant: Veterans Commission, Brightwater tour.

Mayor's Business: Mayor Spencer said he has requested staff to provide a more structured capital projects plan or list, including review of the stormwater plan and fees, looking at the sidewalk plan and considering pairing it with transportation improvements; looking at the downtown plan and installing infrastructure, and moving forward with the Police Department, but still moving forward with a downtown Council Chambers/Court. There is a need to identify costs and priorities and to review revenue forecasts.

City Department Report.

- City Administrator Gene Brazel: Emergency Management.
- Community Development Director Russ Wright: Master Builders letter re Puget Sound Regional Council 2050 Vision; Design Review Board meeting May 9, Planning Commission reviewed Accessory Dwelling Unit code amendment; dates for final actions for Downtown Plan; Arts Commission.

Mayor Spencer elaborated with respect to the Master Builders letter that Staff would like to know if Council wants to join with other cities, both in Snohomish and King Counties, as well as with Master Builders, in trying to clarify the big issues that they would like to see PSRC respond to and address as they move through the Vision 2050 process.

Councilmember Petershagen encouraged that the city be engaged, and said that with collective action with other cities, this creates a momentum that may result in a response from PSRC. There was concurrence from Councilmembers Hilt and Daughtry.

- Public Works Director Eric Durpos: Lundeen Park, 20th Street Ballfields, Eagle Ridge Park, Village Way project, Frontier Heights Park, Main Street design, Sidewalk Connection projects.
- Human Resources Director Teri Smith: Labor Relations Institute, WCIA Executive Board meeting, performance evaluation software.
- Human Resources/Administrative Assistant Julie Good: Labor Relations Institute.
- City Clerk Kathy Pugh: Joint meeting with Marysville City Council.

Consent Agenda:

MOTION: Moved by Councilmember Welch, seconded by Councilmember Hilt, to approve (A) 2018 Vouchers [Payroll Direct Deposits of \$189,858.90, Payroll Checks 45134-45136 totaling \$5,528.97, Tax Deposits of \$68,547.29, Electronic Funds Transfers (ACH) of \$266,369.33, Claims Check Nos. 45137-45235 totaling \$428,390.92, Void Check Nos. 43766, 45013 in the amount of \$531.03, Total Vouchers Approved: \$958,164.38], (B) City Council Regular Meeting Minutes of April 24, 2018, (C) Re-Affirm Authorization of Mayor to sign Rhodora Annexation

Petition on behalf of City, and (D) Lease Agreements with Historical Society. On vote the motion carried (7-0-0-0).

Public Hearing: None.

Action Items:

Purchase of SP Marketplace License and Portals, and SP Marketplace Application

Customization Services: IT Manager Troy Stevens presented the staff report and updated that the City has used SharePoint for a number of years. By purchasing licenses and customizing services the City will achieve more functionality to assist with Human Resources needs as well as other database needs. Director Smith concurred with Manager Stevens' comments and said that moving forward with SP MarketPlace will allow the City to manage data and improve functionality in a cost effective manner.

MOTION: Moved by Councilmember Hilt, seconded by Councilmember Welch, to approve the purchase of SP Marketplace Licenses and Portals in the amount of \$11,976.50 and SP Market Place Application Customization Services in the amount of \$1,750, for a total amount of \$13,826.50. On vote the motion carried (7-0-0-0).

Public Works Contract with Quilceda Paving & Construction, Inc. for Asphalt Repair and Paving:

Public Works Director Durpos presented the staff report and said that asphalt repair throughout the City is a regular part of street safety and preservation. Additionally, there are small asphalt paving projects that need to be completed from time to time. City staff does not have the equipment or staff to perform these projects in-house and this contract will allow staff to address paving needs quickly and in a cost-efficient manner. Director Durpos then responded to Councilmembers' questions.

MOTION: Moved by Councilmember Welch, seconded by Councilmember Tageant, to authorize the Mayor to execute a Public Works Contract with Quilceda Paving & Construction Inc. to provide Asphalt Repair and Paving services for the City of Lake Stevens. On vote the motion carried (7-0-0-0)

Public Works Contract for Janitorial Services: Director Durpos presented the staff report and said that the City utilizes contracted janitorial services for the City Hall, Police Station, Community Center and Visitor Information Center facilities. Recently the City made a request for bids with four bids received. Diamante Cleaning Experts submitted the lowest responsive bid. Director Durpos then responded to Councilmembers' questions.

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Gailey, to award the 2018 Janitorial Services Contract and authorize the Mayor to execute a contract with Diamante Cleaning Experts LLC for an amount not to exceed \$8,976.00, plus \$1,400.00 event reserve annually. On vote the motion carried (7-0-0-0).

Discussion Items:

Lake Safety Task Force: Associate Planner Jill Meis provided an update on the Lake Safety Task Force recommendations following their final meeting. The different meetings focused on outreach, enforcement, education and the safety markers. The input provided the necessary

information to identify a focus for moving forward. The preferred alternative is signage, social media, boat launch volunteers and safety marker placement.

Mayor Spencer said he is recommending buoys can be placed in front of citizens' homes at their request and cost; these buoys would be placed in and removed from the water just as the other buoys are. Rules are being drafted and will provide for how many buoys can be placed, line of site and distance. Also addressed was the speed limit between the buoy and the shore, which is a no wake zone. Also targeted will be improved messaging, signage and education.

Planner Meis then responded to Councilmembers' questions, including the cost and placement of buoys, and enforcing the rules that are currently in place.

Discussion ensued regarding speed limits around buoys, and Planner Meis clarified that these buoys are not considered navigational markers.

Planner Meis reviewed the Task Force stakeholders and some of the considerations in making the recommendations.

Sports Field Leases: Community Development Director Russ Wright shared agreement options for providing for more practice ball fields throughout the City, and requested Council input.

Discussion ensued regarding the different options, and whether preference would be given to local Lake Stevens teams. Director Wright said that local and youth groups can be given priority under the models that have been provided. Council preferred a simple, easy to negotiate process, and Director Wright will bring back a more formal recommendation.

Appoint Councilmembers to Participate in Police Department Design Interviews: Director Wright said the City received ten architectural proposals for design of the new Police Station, and requested that two to three Councilmembers be appointed by consensus to participate in the interviews. Discussion ensued and there was consensus that Councilmembers Gailey, Hilt and McDaniel will participate in the interviews.

Arthur Beard, 1901 – 122nd Avenue SE, Lake Stevens, was a project manager for U.S. Customs and has experience in the design of secure buildings; Mr. Beard said police facilities are unique and volunteered to participate in review of the design proposals for the new Police Station.

Study Session: None.

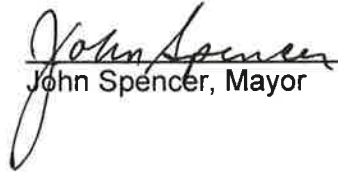
Executive Session: Mayor Spencer announced an executive session beginning at 8:06 p.m. p.m. and lasting twelve minutes for the purpose of discussing a personnel matter, with possible action to follow.

The regular meeting of the City Council reconvened at 8:24 p.m.

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Welch, to authorize the addition of a full time engineer with a professional engineering license, subject to a budget amendment. On vote the motion carried (7-0-0-0).

Adjourn:

Moved by Councilmember Welch, seconded by Daughtry, to adjourn the meeting at 8:24 p.m.
On vote the motion carried (7-0-0-0).



John Spencer, Mayor



Kathy Pugh, City Clerk