

CITY OF LAKE STEVENS
CITY COUNCIL WORKSHOP MEETING MINUTES
Tuesday, January 15, 2019
Lake Stevens Fire District Station 82 Conference Room
9811 Chapel Hill Road, Lake Stevens

CALL TO ORDER: 7:12 p.m. by Mayor John Spencer

ELECTED OFFICIALS PRESENT: Councilmembers Kim Daughtry, Gary Petershagen, Kim Daughtry, Rauchel McDaniel, Marcus Tageant, Todd Welch and Brett Gailey

ELECTED OFFICIALS ABSENT: Councilmember Kurt Hilt

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Human Resources Director Teri Smith, Human Resources/Executive Assistant Julie Good, City Clerk Kathy Pugh, Public Works Director Eric Durpos, Community Development Director Russ Wright and Planning Manager Josh Machen

Mayor Spencer called the meeting to order at 7:12 p.m. and turned it over to Council President Petershagen.

Model Ordinance re Small Cell Towers/Franchise: Planning Manager Josh Machen reviewed the history of small cell towers and the need to update the City's code regarding wireless communications. Planner Machen said that the law firm of Ogden Murphy Wallace, who also put together and worked with the Small Cell Tower consortium and are quite knowledgeable on the subject, reviewed the draft ordinance that is before Council this evening. Planner Machen commented it is important to move forward to have regulations in case the City receives any applications for small cell towers. The ordinance as drafted is consistent with the model ordinance; the regulations will be put into one chapter of the City's municipal code and will address all facilities.

Planner Machen and Community Development Director Wright then responded to Councilmembers' questions including regarding undergrounding, cost recovery and how the regulations would apply to small cell towers on private property.

Planner Machen said the ordinance will be considered by the Planning Commission and then brought back to the Council for a public hearing.

Council Rules of Procedure Update: City Clerk Pugh said that the proposed updates to the Council Rules of Procedure reflect a change in the agenda format to ensure that agenda items regarding the Transportation Benefit District are easily visible to the public, and a minor change to reflect the Council's current practice on who leads the Pledge of Allegiance. There were no changes requested, and this will be placed on the January 22, 2019 Consent Agenda for approval.

Updated Personnel Policies: Human Resources Director Teri Smith distributed and introduced the draft Employee Handbook which is a summarization of the City's Personnel

policies in a much more user-friendly format. She commented this is a totally new document and that she will continue to maintain the Personnel Policies as part of the Human Resources Department. There was discussion as to how the proposed Handbook affects represented employees and Director Smith said changes will not need to be made to labor agreements, and that the unions bargain their own agreements and look to the handbook in areas that are silent in the bargained agreements. The handbook is primarily for use by non-represented employees.

Director Smith pointed out one significant change is extending the probationary period for new hires from six months to twelve months. This is already being done in the Police Department and will be bargained with the Teamsters. Also, rules of conduct will be defined.

Discussion ensued regarding how sick leave and vacation vest and how they can be cashed out when employment with the City is ended. There was also discussion about tuition reimbursement and how that might work.

Director Smith said next steps are for the unions to review the handbook and for WCIA to provide a legal review. Director Smith closed by saying the goal is to adopt the new handbook in early March.

Senior Center Funding Agreement and Lease Agreement: Director Smith shared the funding agreement and said it is important to have an agreement in place while keeping in mind the goal is to assist the Senior Center to become self-sufficient. She acknowledged the Council's desire that the Senior Center have an executive director and that an executive director could assist the Senior Center to receive additional funding from other sources, however that is not spelled out in this agreement. The agreement provides that funding will be provided in two steps and does require insurance in accordance with the requirements of WCIA.

Discussion ensued around insurance requirements for people who work in the kitchen and the long range possibility of bringing the Senior Center into the city as part of a Human Services Department.

Turning to the amendment to the lease, Director Smith said the amendment is an update to reflect the current insurance requirements of WCIA.

ILA re Soper Hill: Mayor Spencer shared a recent conversation with Marysville Mayor Nehring in which they discussed safe access, joint application for safety and access grants, and that Lake Stevens would not agree to a right in/right out for any commercial development

City Administrator Brazel said he and Director Wright had a conversation with Marysville City Administrator Hirashima regarding the ILA and concerns around the right in/right out exclusion, and Director Wright commented he did not hear this exclusion is a deal breaker. Mayor Spencer said this can be considered when there is an application. Mayor Spencer added that the Marysville City Council has already passed the ILA as it was written several months ago.

Councilmember Petershagen commented on the density in the west side of Highway 9 and said that Lake Stevens needs to be firm and strong in order to achieve its desired outcome. He also shared several concerns from his review of the draft document including how sidewalks are addressed, that storm drainage is not addressed and there is no warranty, and exclusions relating to asphalt repair and striping.

Councilmember Petershagen added that the document does not provide the City with an ability to comment on any development on the west side of Highway 9. Director Wright responded that the City has an ability to review and comment on projects in Marysville as a neighboring city, and Mayor Spencer added that Lake Stevens will comment through the SEPA process.

Councilmember Petershagen made additional comments regarding paragraphs in the agreement that he believes need to provide more detail and timeframes that need to be added.

A discussion then ensued regarding the Soper Hill / Highway 9 intersection and allowing a right turn onto Highway 9.

Councilmember Tageant suggested a wait and see approach, and Councilmember Petershagen asked that requested changes be made to the ILA and that it then be sent back to Marysville for consideration.

Food Vendor Trucks: Administrator Brazel shared the Lake Stevens Municipal Code language that currently allows for food vendor trucks in conjunction with events, and the City of Snohomish ordinance and food vendor application. He commented that if the Council wished to move in the direction of allowing food vendors, the Snohomish ordinance is a good starting point and it can be tailored to Lake Stevens' needs. He requested Council direction.

Discussion ensued, with Councilmember McDaniel opposing food vendor trucks and Councilmember Welch supporting them. Councilmember McDaniel suggested allowing businesses to use sandwich boards during events and that business owners be asked if they would support food vendor trucks. Councilmember Gailey suggested designating areas for food vendor trucks and offering those locations first to brick and mortar businesses. If the brick and mortar businesses did not take them, the designated locations could then be offered to food vendors.

Mayor Spencer appreciated the Council's candidness and said this has been a big week for the city, including working with the food bank to establish a site, ongoing Costco discussions, relocation of the Family Center, and beginning the North Cove Park improvement project.

There being no further business the meeting was adjourned at 8:55 p.m.



John Spencer, Mayor



Kathy Pugh, City Clerk