

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

Tuesday, January 22, 2019
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, Finance Director Barb Stevens, Community Development Director Russ Wright, Public Works Director Eric Durpos, Police Chief John Dyer, Police Commander Ron Brooks, Human Resources Director Teri Smith, Planning Manager Josh Machen, City Clerk Kathy Pugh, City Attorney Greg Rubstello and Police Officers Judah Marshall, Doug Jewell, Alan Anderson, Jason Holland and Chad Wells

OTHERS:

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

Roll Call: All present.

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

Oath of Office: Mayor Spencer introduced new Police Officer Judah Marshall and administered the Oath of Office.

Recognition: Mayor Spencer shared a letter from the United States Department of Justice, United States Marshall Services, that he received, recognizing Police Chief John Dyer for his leadership and partnership with the United States Marshall Service, and the Lake Stevens Police Department, for providing outstanding law enforcement services on the U.S. Marshall Task Force. Mayor Spencer then presented Chief Dyer with the framed letter.

Citizen Comments: None.

Council Business:

- Councilmember Daughtry: Snohomish County Cities for Improved Transportation (SCCIT).
- Councilmember Petershagen: City Council Retreat.
- Councilmember Welch: City Council Retreat.

Mayor's Business: Costco update; will travel to Olympia January 24th to testify at the workshop that the Senate Transportation Committee is holding regarding Senator Hobbs' conceptual proposal for transportation improvements.

City Department Report:

- City Administrator Gene Brazel: Hopes to meet with Snohomish County Public Works at the Landfill site at the end of February; has reached out to the property owner under the powerlines; Historical Society.
- Community Development Director Russ Wright: Capital requests submitted to Legislature; relocation update regarding tenants on Williams Property; the final bid package for Cavalero Park will be ready for review by the second week of February.

Consent Agenda:

MOTION: Moved by Councilmember Hilt, seconded by Councilmember McDaniel, to approve (A) 2018 Vouchers [Payroll Direct Deposits of \$215,812.41, Payroll Check No. 46887 totaling \$1,715.98, Electronic Funds Transfers (ACH) of \$12,285.72, Claims Check Nos. 46888-46891, 46900-46994 totaling \$325,843.03, Total Vouchers Approved: \$555,657.14], (B) 2019 Vouchers [Tax Deposits of \$78,799.16, Electronic Funds Transfers (ACH) of \$201,614.82, Claims Check Nos. 46892-46899, 46995-47045 totaling \$592,198.87, Total Vouchers Approved: \$872,612.85], (C) City Council Regular Meeting Minutes of January 8, 2019, (D) City Council Special Meeting Minutes of January 15, 2019, (E) City Council Workshop Meeting Minutes of January 15, 2019, (F) Amended Council Rules of Procedure, and (G) Change of March 5, 2019 Workshop Meeting to a Special Meeting. On vote the motion carried (7-0-0-0).

Public Hearing:

SE Annexation through an Interlocal Agreement with Snohomish County and Assigning Comprehensive Plan and Zoning Designations: Planning Manager Machen presented the staff report and reviewed the history of this annexation process, which will be accomplished through an Interlocal Agreement with Snohomish County. He said the proposed Comprehensive Plan designation for this area is Medium Density Residential (MDR) and the proposed zoning designations are Urban Residential (UR 7200) and Suburban Residential (SR 9600).

Planner Machen said the property is approximately 37.5 acres and is currently developed with approximately 24 single-family homes in an established subdivision in the southwest corner with a subdivision currently being constructed in the northeast corner. As part of the negotiation the City would like to explore sharing impact fees from this new subdivision with the County. The remaining portions are mostly undeveloped or underdeveloped with just a few single-family homes. He then invited questions from Council and there were none.

Mayor Spencer opened the public hearing, and then opened the public comment portion of the public hearing.

Sally Jo Sebring, 1023 99th Avenue SE, Lake Stevens, does not believe this annexation gives the residents in the annexation area a voice as to whether they support the annexation.

Mayor Spencer closed the public comment portion of the public hearing and invited additional questions and comments of Council.

Councilmember Petershagen asked about the subdivision that is under construction and nearly complete, and whether the developer would be impacted by the requirement to share impact fees. Planner Machen responded this sharing of mitigation fees applies only to traffic impact fees, and how they would be apportioned between the City and County. Director Wright added that the ROW improvements were completed to City standards for the South Lake Stevens trail, outside of the annexation process.

Mayor Spencer closed the public hearing.

MOTION: Moved by Councilmember Tageant, seconded by Councilmember Welch, to hold the first public hearing for the Southeast Island Annexation and accept the proposed land use and zoning designations. On vote the motion carried (7-0-0-0).

Action Item/Transportation Benefit District:

Resolution 2019-01 Adopting Material Change Policy: Finance Director Barb Stevens presented the staff report and reviewed the history of establishing and adopting the Transportation Benefit District (TBD). She then explained that Resolution 2019-01 will adopt the Material Change Policy as required by RCW 36.73.160, noting that the City is required to complete annual reporting on the TBD. The proposed material change policy was modeled from multiple jurisdictions utilizing the same procedures and requirements for TBD improvements and identifies the required steps if a project changes. Director Stevens explained that the City will still need to complete a process for identifying and ranking projects. She then invited questions from Council and there were none.

Mayor Spencer commented that as discussed at the retreat there will be a robust and open process for taking public input to identify needs and projects.

MOTION: Moved by Councilmember Welch, seconded by Councilmember Daughtry, to adopt Resolution 2019-01 Approving a Transportation Benefit District Material Change Policy. On vote the motion carried (7-0-0-0).

Action Item:

Supplemental Agreement #6 with Perteet re 20th Street SE: Public Works Director Durpos presented the staff report and said this project provides for the widening of 20th Street SE from 300' west of 83rd Avenue SE to the intersection of 91st Avenue SE and will expand the road to five lanes. Supplement #6 is to complete the design and provide bid ready documents and bid support in the amount of \$62,054. He then invited questions from Council and there were none.

MOTION: Moved by Councilmember Welch, seconded by Councilmember McDaniel, to authorize the Mayor to sign Supplemental Agreement #6 with Perteet Engineering re 20th Street SE in the amount of \$62,054.00. On vote the motion carried (7-0-0-0).

Discussion Item:

Trail Master Plan: Community Development Director Wright presented the staff report and said developing a trail master plan has been a capital project identified in the City's Park Plan. Council authorized a budget for the trail master plan from the City's park impact fees and the goal of this project would be to develop an alignment(s) for a north/south trail under the power

lines and any spur trails, recreation areas and trail heads. The plan would also identify possible alignments for other connecting multi-use trails and paths throughout the City. He said Planning and Community Development staff intend to solicit an RFQ for a trail master plan in the 1st quarter of 2019 with the consultant being responsible for identifying ownership along the power line corridor, suggesting acquisition strategies and providing development standards approved by the utilities. He added that staff would like the consultant to work with local real estate realtors or business owners, a right-of-way acquisition specialist and a trail or landscape specialist experienced with parks. He then asked Council for direction on any other elements they would like before staff solicits for consultants.

Councilmember Welch asked that the consultant meet regularly with the Parks Board, and also that part of the focus of the trail master plan be to adjoin the City.

Responding to Councilmember Gailey's question regarding evaluating topography under the powerline, Director Wright said this process will not result in a survey, but the City will be able to receive recommendations based on basic topography. Cost estimates will not come into play until the City is into the specific engineering of specific sections of the trail. Councilmember Gailey suggested the consultant also work with the utilities as part of this project.

Adjourn:

Moved by Councilmember Hilt, seconded by Gailey, to adjourn the meeting at 7:33 p.m. On vote the motion carried (7-0-0-0).



John Spencer, Mayor



Kathy Pugh, City Clerk