

CITY OF LAKE STEVENS
CITY COUNCIL WORKSHOP MEETING MINUTES
Tuesday, May 7, 2019
Lake Stevens Fire Station 82 Conference Room
9811 Chapel Hill Road, Lake Stevens

CALL TO ORDER: 7:00 p.m. by Council President Gary Petershagen

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

ELECTED OFFICIALS ABSENT: Mayor John Spencer, Councilmember Kurt Hilt

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Finance Director Barb Stevens, Community Development Director Russ Wright (7:03 p.m.), Human Resources Director Teri Smith, City Clerk Kathy Pugh

OTHERS:

Council President Petershagen called the meeting to order at 7:00 p.m.

Because Community Development Director Wright had not yet arrived, Council President Petershagen said the agenda would be taken out of order.

Snohomish Health District Financial Report and Funding Interlocal Agreement: City Administrator Brazel reviewed that Council previously approved per capita funding for the Snohomish Health District for 2019 based on review of financial information to be provided by the Health District, including where the funding is being spent, particularly in Lake Stevens, and an itemization of administrative costs. Administrator Brazel referenced the report that was provided by Snohomish Health District, and commented it did not quite meet all of Council's requests for financial details. Discussion ensued with Councilmember McDaniel commenting the Health District needs to be accountable as to how its funding is spent, and Councilmember Tageant saying there would be no direct effect on Lake Stevens if the 2019 per capita funding is not approved by the Council. Following discussion there was consensus to bring the interlocal agreement forward on the May 14 City Council agenda for a vote.

Combining Arts Commission and Parks Board: Director Wright reviewed the history of this discussion, noting it was first discussed at the Council retreat in January. He commented the role of the Arts Commission has evolved in recent years and it is currently responsible for the summer programming, including Music by the Lake and Shakespeare in the Park, and that much of the programming is considered to be more recreational in nature. Additionally, the Arts Commission and Parks Board have formed a joint subcommittee that is meeting regularly to share information. The Arts Commission is also responsible for the acquisition and placement of public art, but this is a very small component of their activities. Director Wright reviewed how a joint board might operate including making recommendations to Council on property acquisitions, integrated programming and looking at recreational sports-related activities, beautification and art in public spaces. If Council determines to move forward in this direction, staff will begin working with the two boards to prepare them for this change.

Responding to Councilmember Welch's question, Director Wright said staff has received limited feedback, mostly around work plans and how they would be integrated, and what would happen to existing members who are not selected for the new board. Currently the Arts Commission has vacancies, and there are no vacancies on the Parks Board. If the Arts Commission and Parks Board are combined, staff suggests a nine-person body with emeritous appointments for current commissioners who are not appointed to the new board.

Discussion ensued with Councilmembers Petershagen and Daughtry saying they have been approached by several people who are concerned that these boards have two different missions and combining them will not be productive. Councilmember Tageant does not support a nine-member board.

Councilmember Welch believes the Arts Commission is losing its mission. He has been the liaison for eight years, and the City does not have the funding to support the acquisition of public art.

Councilmember Daughtry recalled the Arts Commission used to do Art in the Park and art walks and that is not happening now. He suggested the Arts Commission may need to be redirected. He commented the Parks Board is very functional but could probably have a little more input on parks, rather than staff-driven work. Councilmember Daughtry added the Arts Commission could be very functional if they better understood the resources that are available to them, including the Arts and Parks Foundation, and that they could provide contributions to the new North Cove Park. Councilmember Daughtry believes both the Arts Commission and Parks Board are needed.

Councilmember McDaniel agreed with maintaining two separate boards.

Responding to Councilmember Petershagen's question, Director Wright said that members tend to rotate on and off the Arts Commission more frequently than other boards. Staff's observation is that individual members believe they have different mandates and that the commission does not have a focus. Over the last two years staff has worked with the Arts Commission to try to help them have more of a focus.

Councilmember Daughtry suggested the City conduct a debrief of departing board members so that any concerns can be fixed.

Councilmember Welch commented it has helped having a parks department that can help the Arts Commission execute its programming, and they have been able to move to meeting once a month. Right now the Arts Commission has vacancies and when it does not have a quorum at the meetings it is difficult to move forward. He believes the Arts Commission would benefit from a redesigned mission.

Council President Petershagen suggested this could be added to the upcoming retreat agenda.

Councilmember Daughtry commented he viewed an article on the MRSC website that said advisory boards do not fall under the requirements of the Open Public Meetings Act, and that this should be looked into further.

Organized Park Activity-Request for Proposal: Director Wright said that in response to Council's direction, staff conducted a Request for Proposal process to see if there were other

vendors within the city limits that would be interested in providing yoga or other recreational-based activities at Lundeen Park. There were no responses other than OM Yoga, who confirmed they are interested in providing the yoga series as originally proposed. Staff would like to move forward with OM Yoga this year, and in the late fall or winter staff will conduct a request for proposal or bid process with a controlled message, targeted to businesses that may be interested in providing recreational, sporting and/or related events in the summer. This would also include looking at local service clubs that may be interested in providing programming.

Councilmember McDaniel confirmed that classes will be free to attendees.

There was consensus to bring this forward on the consent agenda.

North Cove Park Update: Director Wright noted the request by some councilmembers to use sod rather than seed in the new park and said using sod will speed up the opening of the park by more than a month. The cost to use sod instead of hydroseed would be an increase of approximately \$30,000, which could be rolled into the bid package and would not need to go to Council.

Responding to Councilmember McDaniel's question, Director Wright said there is not a final budget for North Cove Park, but Council previously allocated approximately \$300,000 as a placeholder for the park improvements. With the addition of the Council Chambers to the Pavilion, costs have gone up.

Finance Director Stevens said that staff is planning to bring forward project information including budget vs. actual vs. status, however, the Capital Projects Coordinator has this information and he is in training this week.

Councilmember Daughtry supports sod as it will give a better result.

Director Wright confirmed consensus to use sod at North Cove park.

Responding to Councilmember Petershagen's question, Director Wright said the Williams property will not be ready for park development this year, but the city will be able to move forward with demolition. He added the new grant funds will be used to complete that phase of the park and complete the upgrades to 18th Street.

Discussion ensued as to the costs of the park. Administrator Brazel said all of the cost information will be brought forward long before the project moves forward; he added that adding the Council Chambers to the pavilion was a huge lift, but it is very challenging to find a meeting room for the Council meetings. When bids are received for the Pavilion that will be the time when Council can make decisions as to what it does and does not want to include. Council will see a big break between the park and pavilion costs.

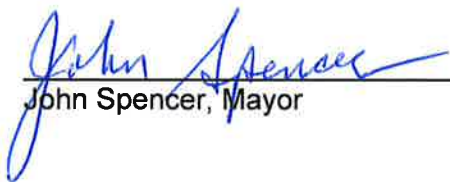
SE Island Annexation: Director Wright reviewed the history of the SE Island Annexation and said the City received a referendum petition to place this annexation on the ballot for a vote. The petition has been verified by Snohomish County Elections. Director Wright plans to do more research on responding to the petition, and this is scheduled for Council consideration on the June 11th Council agenda. There was discussion regarding the cost of a ballot measure and

whether any cost could be split with Snohomish County. Also discussed was who is eligible to vote on this referendum.

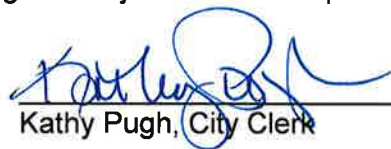
First Quarter Financial Update: Finance Director Stevens distributed a handout and provided a first quarter financial update. More data will be brought forward at the Council retreat. She then invited Councilmembers to contact her with any questions.

Director Stevens added the city has a small Public Works Trust Fund Loan from 2010 that she is proposing to pay off early. There is no penalty for early payoff and the city will realize a small savings in interest payments. There was consensus to bring this forward on the May 14th consent agenda.

There being no further business the meeting was adjourned at 7:49 p.m.



John Spencer, Mayor



Kathy Pugh, City Clerk