

CITY OF LAKE STEVENS
CITY COUNCIL SPECIAL MEETING - RETREAT
Tuesday, September 25, 2020
By Remote Participation via Zoom

CALL TO ORDER: 9:00 a.m. by Council President Marcus Taegant

ELECTED OFFICIALS PRESENT: Councilmembers Kim Daughtry, Gary Petershagen, Shawn Frederick, Mary Dickinson, Anji Jorstad, Steve Ewing and Marcus Tageant

ELECTED OFFICIALS ABSENT: Mayor Brett Gailey

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Senior Accountant Josh Roundy, Community Development Director Russ Wright, Public Works Director Eric Durpos, Human Resources Director Anya Warrington, Clerk Kelly Chelin, Police Chief John Dyer, IT Manager Troy Stevens and City Engineer Grace Kane

The meeting was called to order at 9:00 a.m. by Council President Marcus Tageant.

Strategic Planning

Director Warrington presented the City's Strategic Staffing Plan for 2020-2025. She further explained that the City is growing and is outpacing the rest of Snohomish County. In 2019, the City had more than 33,000 residents and forecast that, by 2035, Lake Stevens will experience 40% growth to exceed a population of 40,000. The city's motto, "One Community Around the Lake", embodies its quality of life, top-ranked school district, and the City Council's commitment to providing excellent services and amenities for its citizens.

During the Council Retreat in February 2020, Council requested a strategic staffing plan be conducted to assess the following: What are we not getting done that we *need* to? What are we not getting done that we *want* to?

Department Directors presented staffing needs for their departments.

Budget Review

Senior Accountant Roundy reviewed the City's 2020 budget estimates and 2021 budget overview. He further reviewed the calendar for the upcoming budget process:

- Preliminary Budget will be presented at the October 6, 2020 Council Meeting
- City Council Discussion at the October 13, 2020 Council Meeting
- City Council Discussion at the October 20, 2020 Council Meeting
- City Council Discussion at the October 27, 2020 Council Meeting
- Public Hearing #1 at the November 10, 2020 Council Meeting (Property Tax Levy)
- Final Public Hearing at the November 24, 2020 Council Meeting for the Budget Adoption

The budget priorities were reviewed:

- Continue Revitalization of Downtown/Civic Campus

- Fund Park & Recreation Division
- Maintain High Level of Public Safety
- Continue Investment in Infrastructure to Encourage Economic Development
- Enhance Transportation Funding (TDB)

UGA Expansion

Director Wright explained that the City Council has discussed its interest in exploring an Urban Growth Area Expansion (UGA). The Mayor has requested the city apply for an expansion this cycle. The Mayor, Staff and Councilmembers Tageant and Petershagen met to discuss potential expansion areas. Staff would hire a consultant to prepare and submit the application. Clay White, former director of Planning and Development Services with Snohomish County, now with LDC has prepared a memo that describes the docket and UGA process. An application would be a placeholder and would likely need to be modified subject to the findings and growth targets of the updated buildable lands report.

A UGA is an area set aside for future growth and becomes eligible for annexation. UGAs are tied to the growth targets assigned to the city and county through the Buildable Lands Report. As previously discussed, the city is approaching 80 percent of its residential growth target. Under current zoning, there is enough capacity to meet the target of 46,380 population for 2035. According to the May 2019 Buildable Land Reports prepared for the city, "There is sufficient buildable land in the city and UGA to accommodate 2,088 jobs." However, this report estimates an overall capacity shortfall of 513 jobs. Snohomish County is producing an updated Buildable Lands Report that will be completed in mid-2021. Current Puget Sound Regional Council guidance shifts the regional growth strategy to high capacity transit-oriented areas in city's with light rail or other mass transit areas. New growth targets will be assigned from these efforts.

This item will come back at a future Council Meeting.

Downtown Plan

City Administrator Brazel reviewed the City's downtown fundamental concepts including:

- North Cove Expansion
- Community Building / Regional Attractor
- Main Street and Other Improvements
- Retail Expansion
- Municipal Parking

He further reviewed the conceptual drawings, funding options and timeline for the project. Council and staff engaged in a discussion.

The Council took a short break at 11:55 a.m. for approximately 15 minutes.

Westside Powerline Trail Map

Director Wright explained that the Mayor has prioritized the Powerline Trail as a first implementation phase of the Trails Master Plan.

This trail will connect the west side of Lake Stevens and provide a route to travel off the main roads connecting recreation and non-motorized transportation to the city's business centers, Frontier Heights Park and beyond. This route is currently an unofficial trail used by individuals and utility maintenance crews. The location adjacent to the 20th Street Ballfields is ideal for a

trailhead and the parcel north of the ballfields was purchased last year with an intent to establish a dog park at this location.

Phase 1 of the Westside trail includes a connection from 20th Street SE to 8th Street SE along the utility corridor. The high-level timeline of this project is:

- October 2020 – Acquisition strategy confirmed and proceed
- November 2020 – Permitting and design to begin
- June 2021 – Begin construction
- August 2021 – Open Trail

There is a mixture of HOA owned parcels and individually owned parcels that will be necessary to obtain ownership or easements in order to construct this phase of the trail and park. Two letters have been sent to homeowners with an ownership interest along this phase. Staff has had two meetings (September 17th) and one onsite visit (in February 2020) to engage these owners. The tract adjacent to the 20th Street Ballfields, on the east, is owned by the Quail Court neighborhood. This tract has been used as a utility access point and unofficial entrance point to the park and trail.

Staff has prepared three park concepts for initial discussion with neighbors and the Park Board as the scoping phase proceeds.

Council engaged in a discussion about the options.

Agenda format for Council Meetings

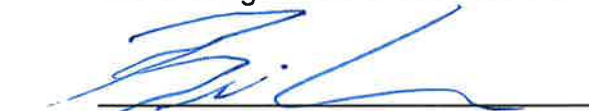
Council President Tageant stated that he would like to eliminate the second citizen comment period at the end of the Council meetings. He also suggested an earlier start time for the Council meetings. The Council discussed 6:00 p.m. or 6:30 p.m. as a potential start time.


The consensus of the Council was to eliminate the second citizen comment period. IT Manager Stevens will put a survey on the City's website in order to collect citizen input on a start time of 6:00 p.m. or 6:30 p.m. and this will come back for further discussion with the Council.

2021 Council Retreat Dates and Locations

City Clerk Chelin provided a few options to the Council for a 2021 Council retreat location and possible dates. This item will come back to the Council when Mayor Gailey can participate.

There being no further business the meeting was adjourned at 12:54 p.m.


Brett Gailey, Mayor


Kelly M. Chelin, City Clerk