

**CITY COUNCIL  
BUSINESS MEETING MINUTES  
April 5, 2011**

The Business Meeting of the Monroe City Council was held on April 5, 2011, in the Council Chambers at City Hall. Mayor Robert Zimmerman called the meeting to order at 7:01 p.m.

Councilpersons present: Balk, Stima, Cudaback, Tuttle, and Williams.

It was noted that Councilpersons Rodriguez and Goering would be absent tonight.

Staff present: Brazel, Feilberg, Quenzer, Smith, Farrell, and Martinson.

City Attorney Zach Lell was also present.

The meeting was opened with the Pledge of Allegiance.

**ANNOUNCEMENTS AND PRESENTATIONS**

Tom Teigen, Snohomish County Parks Director, gave an overview of the parks system in Snohomish County. County Executive Reardon and the County Council felt it was important for them to visit the local city councils to give them updates and keep them informed. The County has reduced staff 24%; but has added 1000 acres of parks. He explained that they are using volunteers, community investment, and the Department of Corrections to help maintain the parks.

They have also invested in improvements to the Evergreen Fairgrounds. In 1997, the County passed a code that anything in surplus from Fairgrounds goes into a fund that stays with the Fairgrounds. They are planning a new Exhibition Hall and have made improvements in the equestrian area. He detailed some of the upcoming events and their efforts to continue growing in tourism and trying to get more year-round events.

**PUBLIC HEARING**

**Continued Public Hearing/Animal Control Ordinance**

Public Works Director Feilberg gave a brief overview, explaining that there was a public hearing March 1<sup>st</sup>, to discuss animal control issues. Other issues had come up, including the use of non-leashes to control dogs. There was also a conflict between the animal control ordinance and zoning code. The new ordinance allows two different kinds of kennels. He also explained the concern that, if the size of snakes was regulated, people would toss them out after they reached that size. He explained the "dangerous dog" definition and that, due to the rabies issue, the ordinance would also address dogs biting other animals.

Mayor Zimmerman explained that they would re-open the public testimony portion of public hearing. If no citizens wished to testify, Council deliberations would take place at this time on the final ordinance.

No citizens signed up to give testimony.

After discussion, the motion was made by Councilperson Balk and seconded by Councilperson Cudaback, to close the public hearing and direct staff to bring the ordinance back with the recommended changes. On vote,

Motion carried 5/0.

### **COMMENTS FROM CITIZENS**

Mayor Zimmerman explained to Steve Jensen, 17401 155<sup>th</sup> Street SE, Monroe, that any communication to Council would be considered ex parte. Mr. Jensen was concerned that there should have been two public hearings, not just one. Mayor Zimmerman suggested that he wait until the matter was concluded. Mr. Jensen expressed concern about the process. Mayor Zimmerman stated that he would prefer that Mr. Jensen wait until after the matter is officially closed on April 12<sup>th</sup>.

It was suggested that Mr. Jensen submit his procedural concerns to the City Administrator or City Clerk.

Vickie Mullen, 10312 210th Street SE, Snohomish, 98296, addressed Council about economic development. She feels strongly that an economic development person is needed in Monroe. They need a cheerleader and a person who is out there working with people and corporations to bring people to Monroe. She wants to be able to share ideas and information, and have one person she could talk about it. She doesn't believe that the position shouldn't be combined with the planner position.

Mayor Zimmerman stated that he would like to discuss it further.

Jamie Wright, President of Monroe School Board, stated that they are in support of the speed cameras in front of the two schools in Monroe. The Board adopted a resolution to formally support the cameras. He then read Resolution #4-2011 into the record.

### **CONSENT AGENDA**

Councilperson Stima pulled Consent Agenda items #3 and #4

The motion was made by Councilperson Williams and seconded by Councilperson Cudaback, to approve Consent Agenda items #1, #2, # 4, and #6.

Motion Carried 5/0.

Items approved: 1A) February 15, 2011 Business Meeting Minutes; 2) Bills (Vouchers #079094 – 079240, in the amount of \$476,222.46; 5) Authorize Mayor to Sign Property

Use and License Agreement: Community Garden; 6) Authorize Amendment to Consultant Agreement for the Design of the WWTP Phase III Upgrade.

Councilperson Stima stated that he would like Council to consider raising the maximum amount of donation to at least \$2000 that could be accepted without approval from Council.

The motion was made by Councilperson Stima and seconded by Councilperson Williams, to approve Consent Agenda Items #3 and #4. On vote,

Motion carried 5/0.

Additional items approved: 3) Approve Monetary Donation – *Movies Under The Moon* Sponsorship; 4) Approve In-Kind Services Donation – Sky River Park Parking Lot Repair.

### **NEW BUSINESS**

#### **Introduction to AN2011-01 Roosevelt Ridge Election Method Annexation**

Public Works Director Feilberg explained that this has been discussed in the past and in 2009, Council passed a resolution adopting the annexation plan that was planned between County and City staff. The area in question is located near Foothills subdivision, and contains 183 acres. With the election method, there is no charge to the City, as long there is something else on the ballot. With the zoning of UR6000, septic can't be put in a 6,000 square-foot lot. City code doesn't allow them to hook up to sewer, unless they are on City water, too. He recommended bringing this item back on April 19<sup>th</sup> to determine what to do about the water/sewer issue and whether to move forward with the annexation. The water association is currently against allowing that area to hook up to City water. There would still be time to get it on the November 8, 2011 ballot.

Council consensus was to bring this item back on April 19<sup>th</sup>.

#### **Discussion: Planning & Permitting Manager and Economic Development Manager**

Public Works Director Feilberg explained that two planning employees have left employment with the City. There is no manager for the planning department. He would like to propose creating and filling a position of planning manager to oversee that department and concentrate on long-term planning. One major focus would be code amendments and code clean-ups. After discussion about the combined position, they created a job description for an economic development manager. He explained what the duties of that position would be. Out of 16 cities, there are only 3 without an economic development manager. People are competing for economic growth and Monroe will lose out, since there is nobody cheerleading for Monroe. Some companies are looking for places to expand and those leads would be worth following up on.

City Administrator Brazel explained the benefits of the economic development manager position. He told about a successful event planned in Snohomish by their economic

development manager. It offered information to outside interests that could be interested in coming into their city. This kind of action would put us ahead of the curve.

Mayor Zimmerman stated that a number of cities have a combined focus for planning and economic development. He told about call from a man wanting to put on event in City and was seeking Mayor's support. That phone call lead up to a nationally recognized wakeboard competition coming to Monroe. He knows we can't fill the position tomorrow; but would like Council to tell them to make it happen. He has asked others about the hybrid role; all agree that it could be done. However, the ultimate scenario is to have two separate positions.

After discussion, the motion was made by Councilperson Stima and seconded by Councilperson Williams, to create the two positions of planning manager and economic development manager and to fill both positions.

After further discussion, the motion was on the floor to create and fill two positions. On vote,

Motion carried 4/1.

Councilperson Balk was opposed.

#### **Authorize Hiring Interim Planning Manager**

Public Works Director Feilberg explained that, since it will take a while to get the other two positions filled, they need an interim person to fill in the planning role until that time. The City needs someone who is the right fit and will focus on day to day operations. He suggested working with a staffing organization to find the appropriate person.

Mayor Zimmerman explained that it wouldn't be a 40-hour work week; they could build up to that.

After discussion, the motion was made by Councilperson Williams and seconded by Councilperson Balk, to authorize the Mayor to sign an Agreement with a staffing company for an interim planning manager position. On vote,

Motion carried 5/0.

#### **FINAL ACTION**

##### **AN2010-02 Calhoun Road Annexation Withdrawal**

Public Works Director Feilberg explained that after Council had held a public hearing on this item, two out of three owners have stated that they didn't want to be annexed. Rather than going through the process and having the County waste money, he recommended having this property withdrawn from the Boundary Review Board.

The motion was made by Councilperson Stima and seconded by Councilperson Balk, to formally withdraw AN2010-02 from the Boundary Review Board.

After comments from Council, the motion was on the floor to withdraw the annexation.  
On vote,

Motion carried 5/0.

Brazel explained that there was a reduction in staff in the IT department, leaving just one staff member to maintain all computers and systems. In the interim, they are looking at going through the State contract and contracting with Denaly. The remaining IT person is going on vacation soon, too. Because this is a contract service, the Mayor can authorize; but, they will come back with a plan for the IT department.

### **COUNCILMEMBER REPORTS**

Councilperson Balk explained that the Monroe Library has changed their hours of service and will now be open on Sundays year-round.

Councilperson Stima stated that Community Transit may bring back limited Sunday service, due to a Bill being proposed that would impose a one-time fee on County users. Councilperson Williams would like weekly staff reports on new businesses coming into town. Director Feilberg will provide weekly reports.

Councilperson Williams stated that he would like the topic of increasing limits on donations to be put on the agenda.

City Attorney Lell explained that City code allowed Council to delegate acceptance of donations on Council's behalf below a particular threshold.

### **MAYOR/ ADMINISTRATIVE STAFF REPORTS**

Mike Farrell reported that he appreciated what Cadman did in repairing the Sky River Parking lot; however, new flooding has forced the closure of the parking lot and Al Borland Park.

Teri explained that the Risk Management Report from WCIA indicated that the City went through this year's audit without any "mandatory findings". The items looked at this year were records and the Parks facilities. She also reported on the City's Five-year Loss History. The City did very well, with few claims, and they were low in severity. She will add the report to her monthly report to Council.

Brad reported that the WWTP Phase III improvements bids are good and below the estimates. They will bring it back to Council on April 19<sup>th</sup>

Mayor Zimmerman reported that he and Mike Farrell would be meeting with high school coaches to build upon what Mike and his staff have done. They will be discussing the P3 Program (Private, Public, and Partnership) and looking at the School District to partnership with them. He also had met with a community member who wanted to ensure that it was mentioned in a meeting that he appreciates what Mike, Denise, and others are doing in the community.

**Draft Agenda/April 12, 2011/Council Study Session**

City Administrator Brazel presented the draft agenda for April 12, 2011.

Consent Agenda Item #1 (Resolution Approving Development Agreement for North Kelsey/North) was moved from the Consent Agenda to Final Action, to allow further discussion and comments.

The animal control ordinance and the donation items will be added to the April 19<sup>th</sup> agenda.

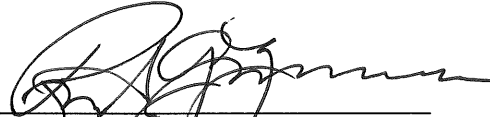
Mayor Zimmerman stated that the purpose of the joint meeting with the US2 Safety Coalition was to give the opportunity to hear the history of the Coalition and a report on what is happening with their efforts in Olympia. City Administrator Brazel will coordinate scheduling the joint meeting.

There being no further business, the motion was made by Councilperson Stima and seconded by Councilperson Williams, to adjourn the meeting. On vote,

Motion carried 5/0.

MEETING ADJOURNED: 9:28 p.m.

  
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Eadye Martinson, Deputy City Clerk

  
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Robert G. Zimmerman, Mayor