

**CALL TO ORDER, ROLL CALL AND PLEDGE**

The October 15, 2013, Regular Business Meeting of the Monroe City Council was called to order by Mayor Robert G. Zimmerman at 7:00 p.m. in the Council Chambers, City Hall.

Councilmembers present: Cudaback, Davis, Gamble, Goering, Hanford, Kamp, and Williams.

Staff members present: Brazel, Farrell, Feilberg, Nelson, Popelka, Chief Quenzer, Roberts, Sartorius, Sax, Smoot, Willis, and City Attorney Lell.

The Pledge of Allegiance was led by a representative of Boy Scout Troop No. 38; and recited by attendees. Mayor Zimmerman welcomed Boy Scout Troop No. 38.

**PUBLIC HEARINGS**

**1. Public Hearing: Interim Sign Code Regulation**

**A. Public Testimony**

Mayor Zimmerman introduced the item for public hearing; and Mr. Paul Popelka, Planning and Permitting Manager, provided background information on the extension of the previously adopted interim sign code regulation, and responded to Councilmember queries. The Mayor called for any citizens wishing to speak on this item; hearing none, Councilmember Williams moved to close the citizen portion of the public hearing; the motion was seconded by Councilmember Cudaback. On vote,

Motion carried (7-0).

**B. Ordinance Extending Interim Sign Code Regulations/1<sup>st</sup> & Final Reading**

Mr. Popelka provided information on the recommended action – extension of the current interim regulations for six months, as the current regulations expire October 21, 2013. Councilmember Hanford moved to waive Council Rules of Procedure requiring a second reading of the ordinance; the motion was seconded by Councilmember Goering. On vote,

Motion carried (7-0).

Councilmember Goering moved to accept as first and final reading Ordinance No. 014/2013, and codified in Chapter 18.80 MMC Signs; adopting findings in support thereof; providing for severability and establishing an effective date; the motion was seconded by Councilmember Davis. Attorney Lell read the ordinance into the record:

An ordinance of the City of Monroe, Washington, renewing the Interim Zoning Regulation adopted under Ordinance No. 002/2013 and codified as MMC Chapter 18.80, Signs, relating to the display of signage; adopting findings in support thereof; providing for severability; and establishing an effective date.

On vote,

Motion carried (7-0).

**COMMENTS FROM CITIZENS**

The following person spoke regarding the East County Senior Center, activities and projects therein, and prior financial support of the City Council: Mr. Marc Avni, Executive Director, East County Senior Center.

Mayor Zimmerman noted the attendance of an individual interested in the Student Representative Role at the meeting.

**CONSENT AGENDA**

1. *(Item removed from consent agenda and addressed separately.)*
2. *(Item removed from consent agenda and addressed separately.)*
3. **Accept 2013 Emergency Management Performance Grant**
4. **Accept Public Works Project/Powell Street Sidewalk and Begin the 45-Day Lien Period**

Councilmember Hanford moved to approve Item Nos. 3 and 4 of the Consent Agenda; the motion was seconded by Councilmember Davis.  
On vote,

Motion carried (7-0).

**ITEMS REMOVED FROM THE CONSENT AGENDA****1. Approval of the Minutes: October 8, 2013, Regular Business Meeting**

Councilmember Kamp noted the following amendment to page 3 of the minutes: 'Councilmember **Kamp** [~~Hanford~~] thanked the Mayor's son for his service on behalf of the City Council'. Councilmember Kamp moved to approve Consent Agenda Item No. 1, as amended; the motion was seconded by Councilmember Hanford. On vote,  
Motion carried (7-0).

**2. Accounts Payable & Payroll****A. AP Checks and ACH Payments; Check Nos. 84910 through 84240, in an amount of \$744,278.98**

Councilmember Gamble abstained from voting due to a conflict of interest, and exited the chambers for the vote, along with Mayor Zimmerman. Councilmember Kamp moved to approve Consent Agenda Item No. 2; the motion was seconded by Councilmember Hanford. On vote,

Motion carried (6-0).

Mayor Zimmerman noted that with no objection, the agenda would be reordered to address New Business Items prior to Unfinished Business Items; no objections were noted.

**NEW BUSINESS**

### **3. Introduction: East Monroe Comprehensive Plan/Final Environmental Impact Statement (FEIS)**

Mr. Popelka, Ms. Melissa Sartorius, Senior Planner/SEPA Official, and Ms. Susan Boyd, PACE Engineers, reported on the East Monroe Comprehensive Plan/Final Environmental Impact Statement. Councilmembers comments on the following topics: impact and conditions of the wetland/stream; preparation and ownership of the EIS; Development Scenario Alternative 1, and zoning allowances; compensation storage; schedule for FEIS and 2013 Comprehensive Plan amendments; and inventory of vacant areas for industrial/commercial zones.

#### **1. Presentation of General Fund & Internal Service Funds Budget**

Ms. Dianne Nelson, Finance Director, reported on the 2014 Preliminary Budget for the General Fund, Governmental Funds and Internal Service Funds; including the following topics: General Government and Internal Service Funds (listing); General Fund/2014 Budget (revenues – Property/Sales/Utility Tax; Planning and Building Fees; expenditures; Municipal Court; Community Projects; Capital Projects/Transfers; Personnel; 2014 Ending fund balance); Contingency Fund; Street Fund; Special Revenue Funds; Internal Service Funds; Information and Technology Services Fund; Fleet and Equipment Management Fund; Facilities Management Fund; and 2013 Budget summary.

Ms. Nelson responded to Councilmember queries; and discussion ensued regarding: 2014 and 2015 projected revenues; senior center funding; Street Fund; and network infrastructure upgrades. Councilmembers agreed to increase the 2014 senior center funding to \$15,000; and requested information as to what services are provided.

#### **Utility Billing for Low-Income Senior Housing** *(added at the time of the meeting)*

Ms. Nelson reported on a billing issue regarding a low-income senior housing apartment building; and a proposal to add a new utility billing classification for “Nonprofit organizations that provide housing to low-income seniors”. Mayor Zimmerman indicated a proposal would be forthcoming for Council’s consideration on October 22, 2013.

#### **2. Ordinance Setting Property Tax Levy/1st Reading**

Ms. Nelson reported on the Ordinance Setting Property Tax Levy for 2014; the proposed ordinance does not include the one percent increase allowed by law. Councilmember Gamble moved to accept the first reading of the ordinance setting property tax levy for 2014; the motion was seconded by Councilmember Hanford. Attorney Lell read the ordinance into the record:

An ordinance of the City of Monroe, Washington, fixing the amount of taxes to be levied by the City for the calendar year 2014.

On vote,

Motion carried (7-0).

**UNFINISHED BUSINESS**

**1. Discussion: Social Media Policy**

City Administrator Gene Brazel, and City Clerk Elizabeth Smoot, presented information on a social media policy; and reviewed social media options currently available through the City website. Councilmembers discussed social media tools desired. Mayor Zimmerman noted a social media policy addressing the use of these resources would be forthcoming for Council consideration.

**2. Council Compensation**

Mr. Brazel and City Attorney J. Zachary Lell presented information on proposed updates to council compensation. Councilmembers discussed desired updates, effective dates of updates, and procedure for a regular review of council compensation. Mayor Zimmerman noted an ordinance addressing council compensation would be forthcoming for Council consideration on October 22, 2013.

**STAFF/DEPARTMENT REPORTS**

Public Works Director Feilberg reported on items forthcoming to Council; Sky Meadow Water Association (SMWA) agreement and associated franchise agreement.

Mr. Jeff Sax, Economic Development Manager, provided clarification on the utilization of REET (Real Estate Excise Tax) funds.

Mr. Mike Farrell, Parks/Recreation Director, reported on the Rotary Field signature wall.

Police Chief Tim Quenzer reported on a candlelight vigil held for a victim of domestic violence, and a burglary on City property.

**COUNCILMEMBER REPORTS**

Councilmember Goering commented on Monroe High School Homecoming activities; and a USPS notification regarding the zip code of residents on Roosevelt Road.

Councilmember Cudaback reported on the Monroe Fire District Open House, held the previous weekend.

Councilmember Gamble commented on Monroe High School Homecoming activities, and Monroe PeeWee Football.

Councilmember Hanford commented on Monroe High School Homecoming activities, and the domestic violence victim candlelight vigil.

**MAYOR/ ADMINISTRATIVE REPORTS**

Mayor Zimmerman reported on the domestic violence victim candlelight vigil, and presentations of community members at the event.

City Administrator Brazel reported on a presentation by the new State Auditor's office.

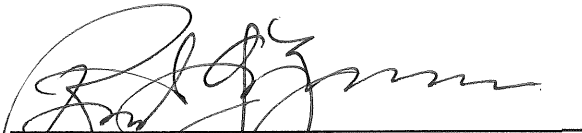
**1. Draft Agenda/October 22, 2013**

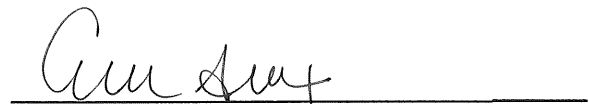
City Administrator Brazel presented the draft agenda for October 22, 2013.

**ADJOURNMENT**

There being no further business, the motion was made by Councilmember Hanford and seconded by Councilmember Cudaback to adjourn the meeting. On vote,  
Motion carried (7-0).

**MEETING ADJOURNED:** 9:28 p.m.

  
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Robert G. Zimmerman, Mayor

  
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Elizabeth M. Smoot, CMC, City Clerk

*Minutes approved at the Regular Business Meeting of October 22, 2013.*