

CALL TO ORDER, ROLL CALL AND PLEDGE

The June 2, 2015, Regular Business Meeting of the Monroe City Council was called to order by Mayor Thomas at 7:03 p.m.; Council Chambers, City Hall.

Councilmembers present: Cudaback, Davis, Gamble, Goering¹, Hanford², Kamp, and Rasmussen.

Staff members present: Brazel, Farrell, Feilberg, LaVelle, Nelson, Osaki, Quenzer, and Warthan; City Attorney Lell.

The Pledge of Allegiance was led by Councilmember Gamble.

ANNOUNCEMENTS/PRESENTATIONS

1. Presentation: Take the Next Step (S. Lunstrum)

Ms. Sarah Lunstrum, Community Outreach Coordinator, presented information on 'Take the Next Step' including: background – non-profit community group; programs – community resource center/drop-in center, kidz club, growing together – young & teen moms group, homeless and street involved youth, living free: addiction classes and assistance, cold weather shelter; how to help – volunteer, spread the word, and donations; and invited all to a Community BBQ - June 23, 2015, 6:00 p.m.

COMMENTS FROM CITIZENS

The following person spoke regarding AB15-096/lobbyist services: Mr. Lowell Anderson.

The following person spoke regarding economic development/permit fees: Ms. Una Wirkebau Hartt.

CONSENT AGENDA

1. Approval of the Minutes; May 19, 2015, Regular Business Meeting
2. Approval of AP Checks and ACH Payments
3. AB15-095: Release Retainage - North Blakeley Infiltration Project

Councilmember Cudaback moved to approve the Consent Agenda; the motion was seconded by Councilmember Gamble. On vote,
Motion carried (7-0).

UNFINISHED BUSINESS

1. AB15-096: Discussion: RFP for State Legislative Lobbyist Services

¹ CLERK'S NOTE: Councilmember Goering arrived at approximately 7:11 p.m. during A/P #1.

² CLERK'S NOTE: Councilmember Hanford arrived at approximately 7:18 p.m. during A/P #1.

Mr. Gene Brazel, City Administrator, provided background information on AB15-096, and the draft Request for Proposals (RFP) and consultant services agreement for State Legislative Lobbyist Services.

General discussion ensued regarding boilerplate language added by the City Attorney at the request of Council; selection criteria and grading sheet; removal of grading sheet weighting system; timeline for distribution/posting; and budget considerations. Per Council's request, staff will issue the RFP in the forthcoming week; and budget considerations will be taken up in future meetings.

2. AB15-097: Approval of Amendments to Social Media Policy for Elected Officials

Administrator Brazel provided background information on the Social Media Policy, and proposed amendments thereto.

General discussion ensued regarding the proposed appeal process; and utilization of the City's contracted Hearing Examiner.

Councilmember Kamp moved to approve the amendments to the Social Media Policy for Elected Officials as proposed, with changes to the appeals process as discussed; the motion was seconded by Councilmember Cudaback. On vote,

Motion carried (7-0).

3. AB15-098: Ordinance No. 008/2015, Adopting Sidewalk Use Regulations; First Reading

Mr. Brad Feilberg, Public Works Director, provided background information on AB15-098, the proposed ordinance adopting sidewalk use regulations, and additional amendments proposed through a substitute ordinance.

General discussion ensued regarding permit fee waivers; additional language changes; and review mechanisms for fees.

Councilmember Goering moved to accept as first reading Ordinance No. 008/2015(SUB), amending Title 12 Monroe Municipal Code by the addition of a new Chapter 12.30, Sidewalk Use Permits; establishing regulations governing the approval and use of certain sidewalk areas for merchandise displays, seating and sidewalk cafes; providing for severability; and fixing a time when the same shall become effective, including changes to the first two whereas clauses as mentioned by Administrator Brazel; the motion was seconded by Councilmember Gamble.

Discussion ensued regarding the potential waiver of fees, and nominal financial impact thereto.

Councilmember Cudaback moved to amend the ordinance to remove the use fees; the motion was seconded by Councilmember Goering. On vote, Motion carried (7-0).

General discussion ensued regarding ownership of the sidewalk area, and applicability to Ordinance No. 008/2015(SUB).

On vote, Main Motion, as amended, carried (7-0).

4. AB15-099: Discussion: 2015 Comprehensive Plan Update

Mr. David Osaki, Community Development Director, provided an update on the 2015 Comprehensive Plan Update process, comments received, and timeline; and reviewed the Economic Development Strategy (Appendix F) and Economic Development Element (Chapter 5).

General discussion ensued regarding the Economic Development Element and Strategy and proposed language changes thereto; and Monroe demographics.

NEW BUSINESS

1. AB15-100: Resolution No. 011/2015, 2015 Comprehensive Plan Update Extension

Mr. Osaki presented background information on AB15-100, and the proposed resolution regarding additional time needed for completion and adoption of the Comprehensive Plan.

General discussion ensued regarding the proposed adoption date stated in the resolution.

Councilmember Goering moved to approve Resolution No. 011/2015, setting forth a timeline and schedule for City Council review and adoption of the Comprehensive Plan; the motion was seconded by Councilmember Cudaback.

General discussion ensued regarding the proposed adoption date stated in the resolution; and potential to move out to a later date.

Councilmember Kamp moved to amend the resolution to change the proposed adoption date to July 28, 2015³; the motion was seconded by Councilmember Hanford.

On vote, Motion carried (7-0).

On vote, Main Motion, as amended, carried (7-0).

³ CLERK'S NOTE: Amending Resolution No. 011/2015, Page 2, Section 1, to delete July 15, 2015, and insert July 28, 2015.

2. AB15-101: Approval of Award of Bid for West Main Street Sewer Separation Project

Mr. Feilberg provided background information on AB15-101, and the proposed award of bid.

Councilmember Hanford moved to award the West Main Street Sewer Separation Project to SRV Construction, Inc. in an amount of \$620,953.00 along with funds per Section 4.2.1.3 of the Procurement Policies & Procedures for possible change orders; authorize the Mayor to sign the construction contract thereto; and expressly authorize further minor revisions to the extent deemed necessary or appropriate; the motion was seconded by Councilmember Cudaback. On vote,

Motion carried (7-0).

FINAL ACTION

1. AB15-102: Ordinance No. 009/2015, Temporarily Eliminating Permit Fees for Downtown Area Development; First/Final Reading

Mr. Brad Feilberg, Public Works Director, provided background information on AB15-102, the proposed ordinance temporarily eliminating permit fees for Downtown area development, and additional amendments proposed through a substitute ordinance.

Councilmember Hanford moved to waive Council Rules of Procedure requiring two readings of Ordinance No. 009/2015; the motion was seconded by Councilmember Gamble. On vote,

Motion carried (7-0).

Councilmember Hanford moved to adopt Ordinance No. 009/2015, temporarily eliminating fees for certain permits associated with development in the downtown area and fixing a time when the same shall become effective; the motion was seconded by Councilmember Cudaback.

General discussion ensued regarding the determination of fees to be waived; the Downtown Area Definition (from the Downtown Master Plan); and additions of sign, tenant improvement, and demolition permits.

On vote,

Motion carried (7-0).

COUNCILMEMBER REPORTS

4. ~~Finance/Human Resource Committee Report~~⁴

⁴ CLERK'S NOTE: The June 2, 2015, Finance and Human Resources Committee Meeting was cancelled.

1. Letter to Downtown Business Owners Regarding Permit Fee Waivers

General discussion ensued regarding a draft letter prepared to be sent to downtown business owners to notify them of the permit fee waivers and encourage development. Specifically discussed, were: audience/recipients; opening statement; proposed language amendments; distribution; formatting; and the proposed schedule for edits and distribution. The Mayor and Staff will work on a revised draft based on Council's feedback, and send out to Council prior to distribution.

Councilmember Goering thanked Ms. Lunstrum for her presentation and for the work of Take the Next Step and other human service agencies within the City; and commented on an event attended at Park Place Middle School in preparation for the forthcoming Washington, DC trip.

Councilmember Gamble commented on new residents to Monroe (his parents); Little League Baseball events; Rotary Field improvements; and high school fields upgrades.

Councilmember Kamp commented on Memorial Day Weekend; Downtown construction; attendance at a Take the Next Step Community Dinner and the Culminating Challenge; and thanked the Police Department for their response to his residence concerning a home intruder.

Councilmember Rasmussen commented on Memorial Day weekend; Downtown construction; and the forthcoming Police versus Fire flag football game.

Councilmember Cudaback thanks Mr. Mike Farrell and the Parks and Recreation Department of their work on the Rotary Field.

Councilmember Hanford commented on attendance at the Monroe High School Senior Awards Night.

STAFF/DEPARTMENT REPORTS

Mr. Ben Warthan, Human Resources Director, reported on the Salary Commission.

Mr. Mike Farrell, Parks and Recreation Director reported on the following items: Touch a Truck event; wakeboard and Taste of Tye events at Lake Tye; a dog show at Sky River Park; attendance at the School District field improvement planning meetings; bid for the resurfacing of basketball and tennis courts; and DOC work crews.

Ms. Dianne Nelson, Finance Director, reported on G.O. Bonds.

Mr. Feilberg reported on the Tjerne Place project and Downtown construction.

Police Chief Tim Quenzer reported on the Police Department 'Spin-a-Thon' fundraiser event for the Special Olympics held the previous weekend; and presented information to Council regarding the upcoming Al Borlin Park/Buck Island Clean-Up.

MAYOR/ADMINISTRATIVE REPORTS

Mayor Thomas thanked all for their assistance while he was out on vacation; and reported on the following topics: attendance at a Hosing Hope fundraiser, the Special Olympics fundraiser, and Take the Next Step BBQ; forthcoming tour of Goodwill and ribbon cutting for State Farm; and commented on an error regarding Memorial Day flag lowering, and proposed creation of an ad hoc committee to review a proposed Flag Policy.

Mr. Brazel reported on the Irwin Purchase and Sale Agreement.

1. Draft Agenda for June 9, 2015, Regular Business Meeting

Mr. Brazel reviewed the draft agenda for the June 9, 2015, Regular Business Meeting; the extended agenda; and amendments thereto.

Councilmember Hanford stated he would like to request a three minute executive session to discuss the pricing of property.

EXECUTIVE SESSION

1. Potential Litigation [RCW 42.30.110(1)(i)(ii)] – (15 minutes)

Mayor Thomas stated that at the Council would recess into Executive Session for a total of 20 minutes to discuss Potential Litigation [RCW 42.30.110(1)(i)(ii)] for approximately 15 minutes, and Property Acquisition [RCW 42.30.110(1)(b)] for approximately 5 minutes; and read the appropriate citations into the record.

The meeting recessed into executive session at 9:38 p.m. and reconvened at 9:59 p.m.

Councilmember Hanford moved to extend the meeting past 10:00 p.m.; the motion was seconded by Councilmember Goering. On vote,
Motion carried (7-0).

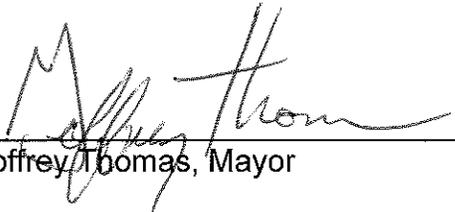
The Mayor stated that an additional 5 minutes time was needed in executive session.

The meeting recessed into executive session at 9:59 p.m. and reconvened at 10:04 p.m.

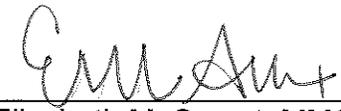
ADJOURNMENT

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

MEETING ADJOURNED: 10:04 p.m.



Geoffrey Thomas, Mayor



Elizabeth M. Smoot, MMC, City Clerk

Minutes approved at the Regular Business Meeting of June 9, 2015.