

CALL TO ORDER, ROLL CALL, AND PLEDGE

The December 10, 2019, Regular Business Meeting of the Monroe City Council was called to order by Mayor Thomas at 7:00 p.m.; Monroe City Hall, Council Chambers.

Councilmembers present: Scarboro, Hanford, Rasmussen, and Davis

Staff members present: Pfister, Farrell, Feilberg, Hasart, Swanson, Jolley, Knight, Restall, Roberts, and Warthan; and City Attorney Lell.

Mayor Thomas noted, without objection, the excused absence of Councilmember Gamble and Councilmember Kamp. No objections were noted. Mayor Thomas noted that Councilmember Cudaback would be arriving late¹.

The Pledge of Allegiance was led by the Honorable Judge Mara J. Rozzano.

SPECIAL ORDERS OF THE DAY

1. AB19-247: Recognition of Service: The Honorable Judge Mara J. Rozzano

Mayor Thomas thanked Judge Rozzano for her passion and service to the City and residents of Monroe. Judge Rozzano thanked the Mayor and Council for their support and shared stories of success from her time as the City's Municipal Court Judge. Mayor Thomas and the Council presented Judge Rozzano with a certificate of appreciation.

2. AB19-248: Elected Officials Swearing-In Ceremony

Mayor Thomas reviewed RCW 29A.60.280(3), local elected officials commencement of term of office; and the certified election results.

Mayor Thomas administered the Oath of Office for Councilmember Ed Davis.

Mayor Thomas administered the Oath of Office for Councilmember Heather Rousey.

Mayor Thomas noted that Councilmember Gamble was unable to attend the meeting and will be sworn in at the first available meeting in January, before participating in City business.

ANNOUNCEMENTS/PRESENTATIONS

1. AB19-249: Confirmation of Board and Commission Appointments

Mayor Thomas provided background information on AB19-249 and reviewed the advertising period and interview process for Board and Commission appointments.

¹ Clerk's Note: Councilmember Cudaback did not arrive before the meeting was adjourned.

Councilmember Rasmussen moved to confirm the Mayor's reappointment of Mr. Kyle Fischer and Ms. Bridgette Tuttle to the Planning Commission; the motion was seconded by Councilmember Davis. On vote,

Motion carried (4-0).

Councilmember Davis moved to confirm the Mayor's appointment of Mr. Keith Dahlenburg to the Parks Board; Ms. Dionne Miller to the Planning Commission; and Ms. Elizabeth Nugent to the Economic Development Advisory Board; the motion was seconded by Councilmember Scarboro. On vote,

Motion carried (4-0).

Mayor Thomas administered the Oath of Office to Mr. Keith Dahlenburg, Mr. Kyle Fischer, Ms. Bridgett Tuttle, and Ms. Dionne Miller. Mayor Thomas noted that Ms. Elizabeth Nugent was unable to attend the meeting and will be sworn-in at a later date.

PUBLIC COMMENTS

Ms. Tami Kinney, from the Monroe Historical Society, provided Council with a handout of The Buck Houses, located at 143 and 135 Ann Street, and explained that the historic homes are being offered at no cost to anyone who can have them removed from the property at their own expense. A copy of the handout was given to the Interim City Clerk to be entered into the record.

CONSENT AGENDA

1. Approval of the Minutes: November 12, 2019, Business Meeting
2. Approval of AP Checks and ACH Payments
3. Approval of Payroll Warrants and ACH Payments
4. AB19-250: Building Review and Inspection Services Agreement with West Coast Code Consultants, Inc. (*B. Swanson*)
5. AB19-251: Ordinance 024/2019 HB 1406, Affordable Housing, Final Reading (*D. Knight*)
6. AB19-252: Ordinance 025/2019 Amend MMC 13.04.060, Water Regulations, Rates, and Charges; Connection Specifications, Final Reading (*J. Roberts*)
7. AB19-253: ROW Acquisition Documentation for Chain Lake Road Phase 2A (*B. Feilberg*)
8. AB19-254: Contract Award for the Monroe Boys & Girls Club Archeological Investigation – ECEAP Grant (*J. Roberts*)
9. AB19-255: Traffic Safety Agreement with Target Zero Taskforce (*J. Jolley*)
10. AB19-256: Public Defense Improvement Grant Funds (*D. Knight*)
11. AB19-257: S. Taft Utility Replacement Project – Release Retainage (*B. Feilberg*)

12. AB19-258: Sewer Easement Covenant Agreement (*B. Feilberg*)
13. AB19-259: Department of Ecology Water Stormwater Capacity Reimbursement Grant (*J. Roberts*)

Mayor Thomas pulled Item No. 8 (*AB19-254: Contract Award for the Monroe Boys & Girls Club Archeological Investigation – ECEAP Grant*) from the consent agenda due to Councilmember Rasmussen’s involvement with the Boys & Girls Club. Mayor Thomas noted that Item No. 8 will be moved to Final Action.

Councilmember Hanford moved to approve Item No. 1 through Item No. 7 and Item No. 9 through item No. 13 of the Consent Agenda; the motion was seconded by Councilmember Scarboro. On vote,

Motion carried (4-0).

NEW BUSINESS

1. AB19-260: Vision 2050 Contract Award

Ms. Deborah Knight, City Administrator, provided background information on AB19-260; the proposals received; and the upcoming community driven visioning process.

Council engaged in discussion regarding the timeline of the new mission and vision. Ms. Knight noted the mission and vision should be updated by the end of 2020.

Councilmember Davis moved to authorize the Mayor to sign the Consultant Agreement with Envirolssues, Inc. not to exceed \$90,500 to execute a collaborative visioning process; and expressly authorize further minor revisions to the extent deemed necessary or appropriate. On vote,

Motion carried (4-0)

2. AB19-261: Collective Bargaining Agreement Teamsters Local 763

Mr. Ben Warthan, Human Resources Director, provided background information on AB19-261 and reviewed the bargaining process and updates to the Agreement. Mr. Warthan provided Council with copies of the Agreement that was not available when the agenda materials were originally published.

Councilmember Rasmussen moved to authorize the Mayor to sign the Collective Bargaining Agreement with the Teamsters Local Number 763 representing the supervisory employees; the motion was seconded by Councilmember Hanford. On vote,

Motion carried (4-0).

3. AB19-262: Non-Represented Vacation Schedule

Mr. Ben Warthan provided background information on AB19-262 and explained the differences identified during the compensation study.

Councilmember Rasmussen moved to authorize the new vacation accrual and vacation carry over amount and amendment to the City Handbook thereto, as presented; the motion was seconded by Councilmember Scarboro. On vote,

Motion carried (4-0).

FINAL ACTION

Consensus of the Council was to hear the following items in the updated order below.

1. AB19-264: 2020 Legislative Priorities

Ms. Knight provided background information on AB19-264; gave an overview of the proposed 2020 legislative priorities; and noted the Council Legislative Affairs Committee recommendation to bring the proposed priorities to the Council for approval.

Councilmember Rasmussen moved to approve the City of Monroe 2020 Legislative Priorities, as presented; the motion was seconded by Councilmember Davis. On vote,

Motion carried (4-0).

2. AB19-254: Contract Award for the Monroe Boys & Girls Club Archeological Investigation – ECEAP Grant (*Originally from Consent Agenda, Item No. 8*)

Councilmember Rasmussen read a statement recusing himself from this portion of the meeting due to conflict of interest; and left the Council Chambers at 7:51 p.m. Councilmember Rasmussen was absent from the Council Chambers for the presentation and vote on AB19-254. City Attorney Zach Lell noted a vote of the three remaining Councilmembers would be sufficient.

Mr. Jakeh Roberts, Deputy Public Works Director, provided background on AB19-254 and briefed Council on the cultural resources assessment.

Councilmember Hanford moved to authorize the Mayor to sign an agreement with Equinox Research and Consulting International in an amount not to exceed \$3,000; and expressly authorize further minor revisions as deemed necessary or appropriate. On vote,

Motion carried (3-0).

Councilmember Rasmussen returned to the Council Chambers at 7:53 p.m.

Consensus of the Council was to move Final Action Item No. 3, AB19-263: Ordinance to Adopt the 2018-2019 Comprehensive Plan Docket after Staff Reports to allow time for Councilmember Cudaback to arrive².

COUNCILMEMBER REPORTS

Councilmember Scarboro commented on the Sculpture Reveal event on December 7.

Councilmember Hanford also commented on the Sculpture Reveal event.

Councilmember Rasmussen commented on the following: Sculpture Reveal event; production of Elf at Monroe High School; the Annual Lip Sync Battle at Wagner Performing Arts Center on January 25; the Annual Chili Cook-off at Monroe Community Senior Center on January 28; and wished everyone a happy holiday and new year.

Councilmember Davis commented on his tenure as City Councilmember.

STAFF/DEPARTMENT REPORTS

1. Economic Development

Ms. Knight noted the report included in the meeting materials and provided an update on the following topics: increase in retail and commercial business in downtown from the industrial area; shortage of industrial land; strong growth in tenant improvements; and noted very few remaining vacancies – indicative of the current economic climate.

2. Finance

Ms. Becky Hasart, Finance Director, noted the report included in the meeting materials and noted that the November report will be emailed to the Council once complete. Ms. Hasart noted the City is in a good financial position and no budget amendments are necessary.

3. Human Resources & Information Technology

Mr. Warthan provided an update on the City's three open positions; and noted that the Building Official salary may need to be increased to attract candidates.

4. Parks & Recreation

Mr. Mike Farrell, Parks & Recreation Director, noted the report included in the meeting materials and provided an update on the following topics:

- LED light change-over at Lewis Street Park & Lake Tye Park
- Phase one of the E Main Street Project and future gateway sign

² Clerk's Note: Councilmember Cudaback did not arrive before the meeting was adjourned.

- Purchase of a plaque for the Guardian of the Mountain Pass sculpture to include the artists names, what the sculpture represents, and the funding source
- Downtown planter cleanup
- Unmarked trail inspections
- 2019 Food Bank Garden Annual Report

5. Police Department

Police Chief Jolley noted the report included in the meeting materials and provided an update on the following topics:

- Significant cases
- Department statistics
- Incident heat map
- Community outreach
- Community events
- Shop with a Cop event

Discussion ensued regarding community outreach.

6. Public Works

Mr. Brad Feilberg, Public Works Director, noted the report included in the meeting materials and commented on the street cleaning of falling leaves and positive citizen feedback.

7. Community Development

Mr. Ben Swanson, Community Development Director, provided copies of, and reviewed his monthly report to Council. Discussion ensued regarding the Eastside Masonry demolition and property.

At 8:20 p.m. Mayor Thomas noted that he would be leaving within the next five minutes to give a brief speech at the Citizen's Academy Graduation³.

FINAL ACTION CONTINUED

1. AB19-263: Ordinance to Adopt the 2018-2019 Comprehensive Plan Docket

Mr. Swanson provided updated copies of AB19-263 (attached to online agenda on December 11, 2019) to the Council and reviewed the annual docket process and comprehensive plan amendment procedures; reviewed the proposal descriptions; and reviewed the proposed ordinances.

General discussion ensued throughout the presentation regarding the materials presented, proposals, and Planning Commission recommendations.

³ Clerk's Note: Mayor Thomas left the Council Chambers at 8:22 p.m. and returned at 8:34 p.m.

Councilmember Hanford moved to continue the discussion at the next scheduled business meeting in January; the motion was seconded by Councilmember Rasmussen. On vote,

Motion carried (4-0).

MAYOR/ADMINISTRATIVE REPORTS

1. City Administrator Update

Ms. Knight commented/reported on the following items:

- Cancellation of the January 28, 2020 Council meeting
- AWC City Action Days
- Monroe This Week – new format
- New website pop-up for newsletter sign-up
- Council headshots and group photo immediately prior to the January 14 meeting
- Upcoming meetings schedule
- ECPRD bond alternatives

Ms. Hasart noted that the Council Finance Committee would like to meet in January.

2. Mayor's Update/Monroe This Week (*December 6, 2019, Edition No. 43*)

Mayor Thomas noted the Monroe This Week included in the meeting materials; and commented/reported on the following items:

- Guardian of the Mountain Pass Sculpture
- Pearl Harbor Remembrance event in Sultan
- Upcoming Municipal Judge interviews
- Upcoming vacation schedule
- Thanked Council and staff for their hard work in 2019

EXECUTIVE SESSION

1. To discuss with legal counsel potential litigation pursuant to RCW 42.30.110(1)(i)
10 minutes
2. To discuss with legal counsel actual litigation pursuant to RCW 42.30.110(1)(i)
10 minutes

Mayor Thomas noted the need for an executive session for approximately fifteen minutes total to discuss potential litigation [RCW 42.30.110(1)(i)] and to discuss actual litigation [RCW 42.30.110(1)(i)]; City Attorney Lell read the appropriate citations into the record.

The meeting recessed into executive session at 8:48 p.m.; was extended for an additional fourteen minutes; and reconvened at 9:17 p.m. No action was taken.

ADJOURNMENT

The meeting reconvened to regular session at 9:18 p.m. There being no further business, the motion was made by Councilmember Rasmussen and seconded by Councilmember Scarboro to adjourn the meeting. On vote,

Motion carried (4-0).

MEETING ADJOURNED: 9:19 p.m.

Geoffrey Thomas, Mayor

Gina Pfister, Clerical Specialist