



**MONROE CITY COUNCIL**  
Regular Business Meeting  
Tuesday, September 8, 2020, 7:00 P.M.  
Zoom Online Meeting Platform

**Mayor**  
*Geoffrey Thomas*

**Councilmembers**  
*Ed Davis, Mayor Pro Tem;  
Patsy Cudaback; Kevin Hanford;  
Jason Gamble, Jeff Rasmussen;  
Kirk Scarboro, & Heather Rousey*

---

## MINUTES

### CALL TO ORDER

The City Council meeting was held virtually via Zoom. Due to the COVID-19 pandemic, and Proclamation 20-28 issued by Governor Jay Inslee, in-person attendance is not permitted at this time.

Mayor Thomas called the meeting to order at 7:02 p.m.

### ROLL CALL

Councilmembers present:

Davis, Cudaback, Gamble, Scarboro, and Rousey<sup>1</sup>

Staff present:

Pfister, Knight, Feilberg, Farrell, Lande, Christian, Swanson, Jolley, Roberts, and City Attorney Lell

### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilmember Rousey

### ANNOUNCEMENTS/PRESENTATIONS

1. Proclamation: Hispanic Heritage Month (Mayor Thomas)

Mayor Thomas issued a proclamation recognizing September 15 to October 15, 2020, as Hispanic Heritage Month.

Mariana Medina, resident and member of St. Mary's of the Valley, accepted the Proclamation, made comments, and thanked Mayor Thomas.

2. Proclamation: Hydrocephalus Awareness Month (Mayor Thomas)

Mayor Thomas issued a proclamation recognizing September 2020 as Hydrocephalus Awareness Month.

Relatives of Councilmember Gamble accepted the Proclamation, made comments, and thanked Mayor Thomas.

### PUBLIC COMMENTS

This time is set aside for members of the public to speak to the City Council on any issue related to the City of Monroe; except any quasi-judicial matter subject to a public hearing. Three minutes will be allowed per speaker.

There were no comments from the public.

### CONSENT AGENDA

1. Approval of the Minutes: August 11, 2020, Regular Business Meeting
2. Approval of the Minutes: August 18, 2020, Regular Study Session
3. Approval of AP Checks and ACH Payments
4. AB20-138: Authorize Mayor to Sign Agreement with Sonitrol Pacific for Installation and Monitoring of Municipal Campus Card Reader Access & Security Systems (J. Roberts)
5. AB20-139: Authorize Mayor to Sign the Scope Change/Budget Augmentation with Kennedy Jenks for the Waste Water Treatment Plant (WWTP) CIP 1 Design (J. Lande)

---

<sup>1</sup> Councilmember Rousey was gone from 7:13pm to 7:24pm for internet connectivity issues.



## MONROE CITY COUNCIL

Regular Business Meeting  
Tuesday, September 8, 2020, 7:00 P.M.  
Zoom Online Meeting Platform

**Mayor**  
*Geoffrey Thomas*

**Councilmembers**  
*Ed Davis, Mayor Pro Tem;  
Patsy Cudaback; Kevin Hanford;  
Jason Gamble, Jeff Rasmussen;  
Kirk Scarboro, & Heather Rousey*

Councilmember Scarboro moved to approve the consent agenda. The motion was seconded by Councilmember Cudaback. On vote, motion carried 4-0

### NEW BUSINESS

1. AB20-140: Ordinance No. 012/2020, An Ordinance of the City of Monroe adopting a Utility Service Suspension – Extended Vacancies policy; First Reading (B. Hasart)

Becky Hasart, Finance Director/City Clerk, provided background information on AB20-140; and answered stormwater related questions.

Consensus of the Council was to change the 90 day request to 365 days. Ms. Hasart will incorporate this change for the final reading at the next Regular Business Meeting.

Councilmember Scarboro moved to accept as first reading Ordinance 012/2020, an Ordinance providing vacancy credit for long-term military deployment – providing for severability, and establishing an effective date. The motion was seconded by Councilmember Cudaback. On vote, motion carried 4-0

2. AB20-141: Confirmation of Salary Commission Appointment (D. Knight)

Ben Warthan, Human Resources/IT Director, provided background information on AB20-141.

Councilmember Cudaback moved to confirm the Mayor's appointment of Bryan Lipsy to the Salary Commission. The motion was seconded by Councilmember Davis. On vote, motion carried 4-0

### STAFF/DEPARTMENT REPORTS

1. Parks & Recreation (M. Farrell)

Mike Farrell, Parks & Recreation Director, noted the report included in the agenda materials; and highlighted the following topics:

- Replacement of deck boards of the pedestrian bridge linking Lewis St. Park and Al Borlin Park
- Lake Tye lighted synthetic fields project update
- Rotary Field netting installation project update

2. Public Works (J. Roberts)

Jakeh Roberts, Deputy Public Works Director, noted the report included in the agenda materials; and commented on the annual road maintenance project.

### COUNCILMEMBER REPORTS

Councilmember Cudaback commented on the work being done on HWY2 by the Department of Transportation.

Councilmember Rousey reported that she attended the Community Human Services Advisory Board (CHSAB) meeting; and that there is no September meeting of the Snohomish County Tomorrow Steering Committee.

### MAYOR/ADMINISTRATIVE REPORTS

1. City Administrator Update (D. Knight)



## MONROE CITY COUNCIL

Regular Business Meeting  
Tuesday, September 8, 2020, 7:00 P.M.  
Zoom Online Meeting Platform

Mayor  
*Geoffrey Thomas*

Councilmembers  
*Ed Davis, Mayor Pro Tem;  
Patsy Cudaback; Kevin Hanford;  
Jason Gamble, Jeff Rasmussen;  
Kirk Scarboro, & Heather Rousey*

Deborah Knight, City Administrator, reviewed the extended agenda; and reported on the following topics:

- Round #1 CARES Act grants
- Round #2 CARES Act grants
- Outdoor dining
- Website updates
- Business survey
- Upcoming meeting with the Hispanic community at St. Mary's of the Valley

Discussion ensued related to outdoor dining safety.

### 2. Mayor's Update

- Monroe This Week (September 4, 2020, Volume 6, Edition 34)

Mayor Thomas noted the latest edition of Monroe This Week included in the agenda materials; and reported on the following topics:

- August meeting of the Monroe Equity Council
- Recent meeting of the CHSAB

Ms. Hasart noted the recent payment in full of the North Kelsey debt portfolio.

### EXECUTIVE SESSION

1. To Discuss Property Acquisition Pursuant to RCW 42.30.110(1)(b)
2. To Discuss Pricing of Property Pursuant to RCW 42.30.110(1)(c)
3. To Discuss with Legal Counsel, Potential Litigation Pursuant to RCW 42.30.110(1)(i)

Mayor Thomas noted the need for an executive session, and read the following statement:

The council will now recess to executive session to discuss the following: property acquisition pursuant to RCW 42.30.110(1)(b), pricing of property pursuant to RCW 42.30.110(1)(c), potential litigation, with legal counsel, pursuant to RCW 42.30.110(1)(i) for 20 minutes. For purposes of the executive session, the Council will leave the current, publicly accessible Zoom meeting and will join a new Zoom meeting, the dial-in information for which has been separately provided to the Councilmembers. I will notify the Deputy City Clerk if the executive session has been extended; and she will notify attendees in the publicly accessible Zoom meeting. The Council will rejoin the publicly accessible Zoom meeting following the executive session. Action, including but not necessarily limited to adjournment of the regular Council meeting, will take place in the open Zoom session following the Executive Session.

The meeting recessed to executive session at 8:00 p.m. until 8:20 p.m.

At 8:20 p.m. the executive session was extended to 8:30 p.m.

At 8:30 p.m. the executive session was extended to 8:35 p.m.

At 8:35 p.m. the executive session was extended to 8:37 p.m.

At 8:37 p.m. the executive session was extended to 8:40 p.m.

At 8:40 p.m. the executive session was extended to 8:45 p.m.

The executive session concluded at 8:42 p.m.

The executive session reconvened at 8:46 p.m.



## MONROE CITY COUNCIL

Regular Business Meeting  
Tuesday, September 8, 2020, 7:00 P.M.  
Zoom Online Meeting Platform

**Mayor**  
*Geoffrey Thomas*

**Councilmembers**  
*Ed Davis, Mayor Pro Tem;  
Patsy Cudaback; Kevin Hanford;  
Jason Gamble, Jeff Rasmussen;  
Kirk Scarboro, & Heather Rousey*

Councilmember Davis moved to add an action item to tonight's agenda concerning the approval of a Letter of Intent with Real Property Investors, LLC for the sale of City-owned property located in the North Kelsey area. The motion was seconded by Councilmember Cudaback. On vote, motion carried 5/0

Ms. Knight commented on the action item added to the agenda. Mayor Thomas noted that the statement would be available to the public immediately following the meeting.

Councilmember Davis moved to authorize the Mayor to execute the proposed Letter of Intent with Real Property Investors, LLC for the sale of City-owned property located in the North Kelsey area, in substantially the form presented to Council, together with such revisions as the Mayor may deem necessary and appropriate. The motion was seconded by Councilmember Rousey. On vote, motion passed 5-0

### ADJOURNMENT

There being no further business, the motion was made by Councilmember Scarboro and seconded by Councilmember Cudaback to adjourn the meeting. On vote, motion carried 5-0

MEETING ADJOURNED: 8:48 p.m.

A handwritten signature in black ink that reads "Geoffrey Thomas".

\_\_\_\_\_  
Geoffrey Thomas, Mayor

A handwritten signature in black ink that reads "Gina Pfister".

\_\_\_\_\_  
Gina Pfister, Deputy City Clerk