

**City Council**



**1049 State Avenue  
Marysville, WA 98270**

**Work Session  
Minutes**

**July 6, 2020**

**Call to Order / Pledge of Allegiance**

Council President Norton called the meeting to order at 7:00 p.m. via Zoom and led the Pledge of Allegiance.

**Roll Call**

**Present:**

**Council:** Council President Kamille Norton (Chair), Councilmember Jeff Vaughan, Councilmember Tom King, Councilmember Mark James, Councilmember Kelly Richards, Councilmember Steve Muller

**Staff:** Chief Administrative Officer Gloria Hirashima, Finance Director Sandy Langdon, City Engineer Jeff Laycock, Parks Director Tara Mizell, Interim Police Chief Jeff Goldman, Community Development Director Jeff Thomas, City Attorney Jeff Walker, Public Relations Administrator Connie Mennie, Risk/Emergency Management Manager Diana Rose, Information Services Manager Worth Norton, Systems Analyst Mike Davis

**Excused:** Mayor Jon Nehring, Councilmember Stevens

**Motion** to excuse the absence of Councilmember Stevens moved by Councilmember Richards seconded by Councilmember Muller.

**AYES: ALL**

**Approval of the Agenda**

**Motion** to approve the Agenda with action being allowed on item 15 moved by Councilmember Muller seconded by Councilmember Richards.

**AYES: ALL**

## **Committee Reports**

Councilmember King reported on the Community Development Block Grant Committee meeting last week where they discussed how to award the additional \$50,000 received for public services related to COVID-19. The group recommended that Salvation Army receive \$25,000 for rent assistance, Housing Hope receive \$16,000 for operations and housing assistance, and the remaining \$9,000 go to Domestic Violence Services.

Councilmember Richards reported on the June 24 Snohomish County Tomorrow meeting. He reviewed grants received for the path improvements on 53rd Avenue and 61st intersection (\$655,419) and 156th Street NE corridor improvements (\$1,003,412).

Councilmember Vaughan reported on the July 1 Finance Committee meeting. The meeting received an update on financial forecast for the remainder of the year. The latest estimate for the drop in sales tax revenue is 15%.

## **Presentations**

### **Approval of Minutes (Written Comment Only Accepted from Audience.)**

#### **Consent**

1. Approval of the June 17, 2020 Claims in the Amount of \$1,569,234.70 Paid by EFT Transactions and Check Numbers 141600 through 141709
2. Approval of the June 25, 2020 Payroll in the Amount of \$1,677,729.20 Paid by EFT Transactions and Check Numbers 33127 through 33146
3. Approval of the June 24, 2020 Claims in the Amount of \$4,713,724.57 Paid by EFT Transactions and Check Numbers 141710 through 141830 with Check Numbers 140628, 140649, 140650 and 140508 Voided

#### **Review Bids**

4. Consider the Olympic View Park Project Contract with X in the Amount of \$X and Approve a Management Reserve of \$0 for a Total Allocation of \$X (Bid Opening July 7, 2020)

City Engineer Laycock reviewed this item. The project is currently out to bid, and bids will be opened tomorrow. A portion of the project is funded with an RCO grant.

## **Public Hearings**

#### **New Business**

5. Consider the First Street Stormwater Repairs Project with Scarsella Bros, Inc., Starting the 45-day Lien Filing Period for Project Closeout

City Engineer Jeff Laycock explained this is related to emergency repairs authorized by Council last fall.

6. Consider the Professional Services Agreement with Transpo Group for Design of 53rd and Sunnyside Intersection and Shared Use-Path Improvements in the Amount of \$201,052.00

City Engineer Laycock reviewed this item for design of a new signal at the intersection of 53rd and Sunnyside Intersection.

7. Consider the Professional Services Agreement with Transpo Group for Design of 52nd St NE and Sunnyside Blvd Intersection Improvements in the Amount of \$140,386.00

City Engineer Laycock explained this item would provide for more signals along Sunnyside Blvd. Grant money was received to convert the existing four-way stop to a signalized intersection.

8. Consider the Supplemental Agreement No. 1 to the Professional Services Agreement with J.A. Brennan in the Amount of \$34,986.00 and Extend the Terms of the Contract to March 31, 2021

City Engineer Laycock reviewed this item.

9. Consider the Buy/Sell Agreement with Mitigation Banking Services, LLC, for the Purchase of 0.137 Wetland Credits in the Amount of \$30,825.00, thereby Mitigating Unavoidable Wetland Impacts Arising from the Olympic View Park Project.

City Engineer Laycock reviewed this item related to the Olympic View Park wetland mitigation.

10. Consider the Agreement with Employers Health Coalition of Washington

CAO Hirashima reviewed the agreement for health benefits with Employers Health Coalition of Washington.

11. Consider the Agreement with Alliant Insurance Services for City Property Insurance Renewal

Risk/Emergency Management Manager Diana Rose reviewed this item.

Councilmember Muller asked how this rate compares to last year. Risk/Emergency Management Manager Rose noted that it is less than last year, but the City made some adjustments to the policy to save money.

12. Consider the Agreement with Washington State Military Department and Federal Emergency Management for Severe storms, Flooding, Landslides and Mudslides Public Assistance Grant

Risk/Emergency Management Manager Rose reviewed this item related to flooding which occurred in January and February of 2020. This is the grant to get reimbursed for the culvert project, staff time, and sandbags.

Councilmember King asked if the culvert would be suitable for fish passage. Risk/Emergency Management Manager Rose affirmed that it would be.

13. Consider the Agreement with Washington State Military Department and Federal Emergency Management for a COVID-19 Public Assistance Grant

Risk/Emergency Management Manager Rose reviewed this item which would allow the City to be reimbursed for PPE, disinfection, staff hours, etc. related to COVID-19.

14. Consider the Extension to the Professional Services Agreement with Valli Information Systems dba Billing Documents Specialist

Finance Director Langdon explained this is a one-year extension of the current contract for billing and online receipt.

15. Business Rent Relief Grant Program 2 (Action Requested July 6, 2020)

Finance Director Langdon explained that the Economic Development Committee met on the first round of business rent relief grants. During that meeting there was discussion about allowing businesses with more than 25 employees and removing the cap based on the applications that were received.

**Motion** to waive normal Council work session rules to allow action on this item tonight moved by Councilmember Vaughan seconded by Councilmember James.

**AYES: ALL**

**Motion** to authorize the Mayor to initiate and administer the Business Rent Relief Grant Program 2 including final grant awards and also that eligible applications from Program 1 that qualify under Program 2 will automatically be rolled into that application process moved by Councilmember Muller seconded by Councilmember Vaughan.

**AYES: ALL**

16. Consider an Ordinance Relating to contracting indebtedness; providing for the issuance, sale and delivery of not to exceed \$19,000,000 aggregate principal amount of limited tax general obligation bonds to provide a portion of the funds necessary to pay or reimburse costs of financing the downtown Civic Campus project and other capital improvements within the City; to provide funds to pay all or part of the costs of refunding certain outstanding limited tax general obligations of the City; and to pay the costs of issuance and sale of the bonds;

fixing or setting parameters with respect to certain terms and covenants of the bonds; appointing the City's designated representative to approve the final terms of the sale of the bonds; and providing for other related matters.

Finance Director Langdon made a presentation regarding updated budget numbers. She explained staff is recommending the proposed bond ordinance for 1) refinancing the 2010 bonds that relate to the purchase of the court building and other properties, and 2) financing the completion of the Civic Campus. Clarification questions and answers followed.

## **Legal**

## **Mayor's Business**

## **Staff Business**

City Engineer Laycock reported that the overlay program is underway, and there is a lot of paving going on. He also responded to Councilmember James' previous concern noting that the trees on 88th were addressed.

Public Relations Administrator Mennie had no comments.

Community Development Director Thomas gave an update on the abandoned hotel project which appears to be getting back on track.

Interim Chief Goldman gave a recap of July 4 holiday activity. Calls for service related to fireworks were up this year (214) compared to last year (148) and 2018 (196). 31 citations were issued this year compared to 27 in 2018 and 2019 each. He also reported that there was a tragic fireworks-related death and one serious injury.

Finance Director Langdon had no further comments.

Parks & Recreation Director Mizell reported that the fireworks show was a wonderful. The City received a lot of compliments and thanks for the show and also received two complaints.

City Attorney Walker had no comments.

CAO Hirashima thanked the Police Department for the enforcement work over the 4th of July holiday. She also expressed appreciation to those who responded to the tragedy that occurred. She thanked Director Mizell, the Parks Department, and Public Relations Administrator Mennie for their work on the public fireworks display. Overall, everything went very well. Also, the Shred-a-thon will be happening this weekend from 9-noon at City Hall.

Diana Rose reported that the City received almost 28,000 face masks from the State for distribution to low income residents. Staff is working with a number of community organizations to distribute the masks to those who need them.

### **Call on Councilmembers**

Councilmember James noted he was on the Jason Rantz show recently to discuss the City's fireworks show.

Councilmember King said he heard some great comments on the fireworks show. Thanks to the Parks Department and the City. The Fire Board will be touring Station 65 this week to get an idea of what type of improvements need to be done. Last week he received two calls from citizens who live on 104th Street off of State Avenue near the new bridge project about difficulties they were having getting out onto State Avenue.

Councilmember Richards expressed appreciation to the Police Department for the work they do in this difficult climate. He noted that he will be out of town next week, but will try to be on the call if he has internet.

Councilmember Muller commented that the show was great even though there were a lot of other fireworks going on. He expressed sympathy for the loss of life that happened and for the responders to that event.

Councilmember Vaughan thanked Finance Director Langdon for the presentation and the guidance through the financial challenges. He enjoyed the city's fireworks show and talked to many people who appreciated the City putting on the show.

Council President Norton also expressed appreciation for the fireworks show and all the staff that made it happen. She talked to a couple people who came from out of town.

### **Adjournment**

**Motion** to adjourn at 8:31 p.m. moved by Councilmember Richards seconded by Councilmember Vaughan.

**AYES: ALL**

The meeting adjourned at 8:31 p.m.

Approved this 14 day of September, 2020.

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Mayor  
Jon Nehring