

City Council



501 Delta Ave  
Marysville, WA 98270

**Regular Meeting  
December 11, 2023**

**Call to Order**

Mayor Nehring called the meeting to order at 7:00 p.m.

**Invocation**

Pastor Dan'I Markham of Everett Gospel Mission gave the invocation.

**Pledge of Allegiance**

Mayor Nehring led the Pledge of Allegiance.

**Roll Call**

**Present:** Mayor Nehring, Councilmember Condyles, Councilmember James, Councilmember King, Councilmember Stevens, Councilmember Richards, Councilmember Muller, Council President Norton

**Staff:** Chief Administrative Officer (CAO) Gloria Hirashima, City Attorney Jon Walker, Community Development Director Haylie Miller, Public Works Director Jeff Laycock, Finance Director Jennifer Ferrer-Santa Ines, Parks & Recreation Director Tara Mizell, IT Director Stephen Doherty, Police Chief Erik Scairpon, Community Information Officer (CIO) Connie Mennie, Network Systems Administrator Chris Brown, Human Resources Director Megan Hodgson, Communications Specialist Bridgette Larsen, Fire Chief Vander Pol, Risk and Program Manager Leah Tocco, Utility Billing Supervisor Stephanie Janssen

**Approval of the Agenda**

**Motion** to approve the agenda moved by Councilmember James seconded by Councilmember Condyles.

**AYES: ALL**

**Presentations**

A. Swearing-in of Police Officer Trevor Lohrke

**Oath Police Officer Trevor Lohrke.docx**

Chief Smith introduced and Mayor Nehring swore in Officer Lohrke.

B. Swearing-in of Police Officer Mitchell Beaupre

**Oath Police Officer Mitchell Beaupre.docx**

Chief Smith introduced and Mayor Nehring swore in Officer Beaupre.

C. MESH - Micro Extended Shelter Home Program Update

**MESH Program Overview and Summary 2023 final.pdf**

John Hull, Director of Strategic Missions at Everett Gospel Mission, and Dan Hazen, Allen Creek Baptist Church, gave an update of the MESH program and thanked the City for the partnership. Questions and answers followed about program details. Mayor Nehring and the Council thanked them and everyone involved for their work in the program.

**Audience Participation**

None

**Approval of Minutes**

**Consent**

1. November 9, 2023 Payroll in the amount of \$1,869,756.46 Paid by EFT Transactions and Check Numbers 34818 through 34824
2. November 22, 2023 Claims in the Amount of \$3,826,588.37 Paid by EFT Transactions and Check Numbers 166479 through 166630 with Check Numbers 165308 and 166248 Voided

**112223.rtf**

3. November 22, 2023 Payroll in the Amount of \$1,792,462.46 Paid by EFT Transactions and Check Numbers 34836 through 34841
4. November 29, 2023 Claims in the Amount of \$1,556,522.97 Paid by EFT Transactions and Check Numbers 166631 through 166707

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5. December 6, 2023 Claims in the Amount of \$2,473,630.05 Paid by EFT Transactions and Check Numbers 166708 through 166845 with Check Number 166501 Voided

[120623.rtf](#)

6. Professional Services Agreement for Indigent Defense Services - Feldman & Lee.

[Supp3.pdf](#)

[Feldman and Lee - Indigent Defense \(3\).pdf](#)

7. First Amendment to the Interlocal Agreement for jail services with Lake Stevens Police Department.

[1st Amendment to Lake Stevens Jail ILA.pdf](#)

8. Bleachers Lease Extension.

[Bleachers Lease Extension.docx](#)

9. Public Defense Agreements - Professional Service Agreement for Indigent Defense Services (Conflict Counsel)

[Conflict Counsel PSA packet 12-11-23.pdf](#)

**Motion** to approve Consent Agenda items 1-9 moved by Councilmember Richards seconded by Council President Norton.

**AYES: ALL**

**Review Bids**

**Public Hearings**

**New Business**

10. Agreement between the City of Marysville and Everett Farmers Market, LLC regarding the operation of the Marysville 3rd St Farmers Market.

[Agreement Everett Farmers Market 2024.pdf](#)

[2023-24\\_Insurance.pdf](#)

[Hotel Motel Lodging Tax Report.pdf](#)

Director Mizell reviewed this agreement for the Farmers Market for next summer. She highlighted a time change.

Councilmember King asked what time the street will closed for preparation . Director Mizell said it would be 12:30.

**Motion** to authorize the Mayor to sign and execute the Agreement between the City of Marysville and Everett Farmers Market, LLC moved by Councilmember Condyles seconded by Councilmember Stevens.

**AYES: ALL**

11. Community Development Block Grant Program Years 2024 & 2025 Funding Recommendation

**Exhibit A 2024-2025.pdf**

Director Miller reviewed the funding recommendation for the Community Development Block Grant for Program Years 2024 and 2025.

Council President Norton asked if the number of applicants was low. Director Miller said it was and noted some of the possible reasons for this.

**Motion** to authorize the Mayor to execute and approve the Citizen Advisory Committee's funding recommendation for Program Years 2024 and 2025, direct staff to notify each sub recipient of the approved funding recommendations, and prepare a Program Year 2024 Annual Action Plan in accordance with the 2020-2024 Consolidated Plan moved by Councilmember Richards seconded by Councilmember James.

**AYES: ALL**

12. Agreement with the Snohomish County Human Services for Low Income Household Water Assistance Program (LIHWAP)

**VA-WS-23-30-08.pdf**

Stephanie Janssen, Utility Billing Supervisor, presented the agreement with Snohomish County Human Services for low income household water assistance program. Staff is requesting renewal of the agreement.

**Motion** to authorize the Mayor to sign and execute the agreement with Snohomish County for Low Income Household Water Assistance Program (LIHWAP) moved by Council President Norton seconded by Councilmember King.

**AYES: ALL**

13. A Resolution in Support of Using the Housing Action Plan.

**Memo re. Housing Action Plan (HAP)**

**DRAFT Housing Action Plan**

**Resolution Housing Action Plan**

Director Miller reviewed this item which was presented at the work session. Staff is recommending approval of the Housing Action Plan as a resource for the Comprehensive Plan.

She responded to a question from the work session about mobile home parks and explained there is an overlay in certain areas that allows for mobile home/manufactured parks and encourages that use there.

Councilmember Stevens asked if the mobile home park overlay prevents redevelopment. Director Miller did not think it did. She noted they could look into strengthening that code if desired.

**Motion** to approve Resolution No. 2545 in support of using the Housing Action Plan moved by Councilmember Stevens seconded by Councilmember Muller.

**AYES: ALL**

14. An Ordinance amending the 2023-2024 Biennial Budget for various purposes not known at the time of budget adoption.

[12 4 2023 BA Ordinance.docx](#)

[Q4 2023 Budget Amendment Memov Dec.docx](#)

Director Ferrer Santa-Ines reviewed the proposed budget amendment.

**Motion** to adopt Ordinance No. 3300 moved by Councilmember James seconded by Council President Norton.

**AYES: ALL**

15. A Resolution to amend the Section 8.1, Section 8.3, and Section 8.4 of the City's Personnel Rules.

[Resolution for Personnel Rules 12.01.23.pdf](#)

Director Hodgson presented the resolution requesting revisions to personnel rules.

**Motion** to approve Resolution No. 2546 moved by Councilmember King seconded by Councilmember Stevens.

**AYES: ALL**

16. A Resolution to change Council Rules Regarding Public Comment.

[RCW 35A.11.020.pdf](#)

[Council Procedures Resolution- 12-8-23.pdf](#)

City Attorney Walker presented proposed draft changes which were discussed at the last meeting.

Council President Norton asked about putting a total time limit on public comments. She stated she had mixed feelings about this. City Attorney Walker noted they would have the option to waive rules to extend the time if desired. The Mayor could also choose to shorten the amount of time allowed per person if there are a lot of people. He recommended having some sort of limit. Councilmember Richards noted that the school district has a 30 minute time limit. He thought it was a good starting point, especially if they could extend it if they wanted. Councilmember James and King thought 30 minutes was fine. Council President Norton noted that the school board limit was a source of angst for some people because if you aren't one of the first ten people to sign up, you can't comment.

Councilmember Richards asked about adding a time to the signup sheet to make it clear who signed up at what time. City Attorney Walker replied that was an option if desired but he didn't think it was necessary.

**Motion** to approve Resolution No. 2547 moved by Councilmember Richards seconded by Councilmember Stevens.

**AYES: ALL**

17. [Liability and Crime Policy Renewal Proposal 2024 Coverage Year.](#)

Risk and Program Manager Leah Tocco reviewed the liability insurance coverage policies.

[Microsoft PowerPoint - Marysville Renewal Draft \[Read-Only\].pdf](#)

**Motion** to authorize the Mayor to sign and execute the Liability Insurance program with Alliant for 2024 in an amount not to exceed \$815,000 and the Crime Policy renewal for \$4,363 moved by Council President Norton seconded by Councilmember Condyles.

**AYES: ALL**

18. [A Resolution authorizing the Housing Authority of Snohomish County to operate within the city of Marysville.](#)

[HASCO exhibits.pdf](#)

CAO Hirashima introduced this item. Sarah Max, Director of Internal Legal Affairs, spoke on behalf of the Housing Authority with a request to purchase two parcels on Cedar Avenue. HASCO agreed with the sellers of each parcel to pay \$1.5 million for each for a total of \$3 million. HASCO is seeking to purchase the property so they may eventually develop up to 100 units of affordable housing on the land.

**Motion** to approve Resolution No. 2548 moved by Councilmember Condyles seconded by Councilmember James.

**AYES: ALL**

19. A Resolution to provide non-represented employees of the City a one-time Floating Holiday in 2024.

#### **Resolution\_for\_Floating\_Holiday\_-\_12.11.23.docx**

Director Hodgson reviewed this item which would provide non-represented employees a one-time floating holiday in 2024.

**Motion** to approve Resolution No. 2549 moved by Councilmember Stevens seconded by Councilmember Richards.

**AYES: ALL**

#### **Legal**

#### **Mayor's Business**

- Swearing in of councilmembers will happen in the first meeting of the new year unless that doesn't work for someone.
- Association of Washington Cities has moved its meeting to February 6-8.
- He recommended January 23-25 for a legislative day.
- He thanked the Council for their great work throughout the year. He is looking forward to working together in 2024. He thanked staff for their hard work in 2023 with a very busy year. Merry Christmas and Happy New Year.

#### **Staff Business**

Director Mizell:

- The Diversity Committee took the ordinance and expanded on it to do a pledge and information which will be rolled out at the Chamber meeting. They are also working on a new series called Connecting Culture with Community.
- She announced that Golf Pro Wayne Clark will be moving to Arizona in January.

#### **Call on Councilmembers and Committee Reports**

Councilmember Condyles:

- Congratulations to the Police Department for their win at the Police vs. Fire charity game.
- He has enjoyed his first year on Council. Thanks to everyone. He is looking forward to 2024. Merry Christmas and Happy New Year.

Councilmember James:

- Congratulations to new officers.
- It is great to hear more about MESH and how successful that program is.
- Merry Christmas, Happy Holidays, and Happy New Year.

Councilmember King:

- Congratulations to new officers.
- Thanks to Community Development Block Grant for all the good they do.
- He is still hearing good comments about the parade and how great the City looks.
- Merry Christmas and Happy New Year.

Councilmember Stevens:

- The MESH housing is an impressive program. He didn't realize how unique it is. He appreciates how they are out front of new ways to deal with homelessness.
- The lights in the park look wonderful.
- He will be gone on January 2.

Councilmember Richards:

- 80th Street looks good. People think they can still park on the north side. They might need some no parking signs.
- Congratulations to new officers.
- He will not be present on January 2 so will need to do it another time.
- Merry Christmas, Happy Holidays, and Happy New Year.

Councilmember Muller:

- It was another great year on the Council.
- He has heard a lot of comments about how good the city looks.
- He will also be gone on January 2.
- Merry Christmas and Happy New Year.

Council President Norton:

- It's great to see the new officers.
- She commented that the City has a strong faith community here which is a reason the MESH program has been so successful here.
- Since there will be three councilmembers gone on January 2, she suggested that voting on committee assignments the following week.
- Merry Christmas and Happy Holidays to everyone.

## Adjournment

The meeting was adjourned at 8:26 p.m.

Approved this 30<sup>th</sup> day of January, 2024.

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Mayor  
Jon Nehring