

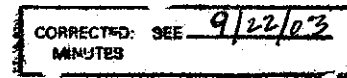
ORIGINAL

MARYSVILLE CITY COUNCIL WORK SESSION

September 15, 2003

7:00 p.m.

City Hall



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EXECUTIVE SESSION

The Executive Session was held at 6:04 p.m. to discuss a pending, potential litigation matter. The Executive Session adjourned at 6:55 p.m. with no action taken.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

The Regular Session of the Marysville City Council Work Session was called to order at 7:03 p.m. Mayor David Weiser led those present in the Pledge of Allegiance. Mayor Weiser dispensed with the invocation as there was no pastor present.

ROLL CALL

Finance Director Sandy Langdon called the roll. The following councilmembers and staff members were in attendance:

Council: Mayor David Weiser, Mayor Pro Tem Mike Leighan, Councilmembers Jon Nehring, Jeff Seibert, Suzanne Smith, John Soriano, Donna Wright, and Lisa Vares.

Staff: Mary Swenson, Chief Administrative Officer; Grant Weed, City Attorney; Sandy Langdon, Finance Director; Gloria Hirashima, Community Development Director; Kevin Nielsen, City Engineer; Jeff Massie, Assistant City Engineer; Chris Holland, Senior Planner; Jim Owens, Public Works Director; Jim Ballew, Parks and Recreation Director; and Doug Buell, Community Information Officer.

COMMITTEE REPORTS

Councilmember Mike Leighan noted that he attended a **Strawberry Festival** Barbeque where he was awarded a sponsoring plaque. He presented it to Mayor Weiser.

Councilmember Lisa Vares said she attended a **Public Works Committee** meeting where they discussed single stream recycling, which will be going into effect in February. They also received an update on storm water.

Councilmember Vares stated that she attended the **Business Retention and Attraction** meeting where they decided to do NGT (Normal Growth Technique) to focus on goals.

Ms. Vares informed Council that they would be **welcoming back the U.S.S. Ingraham** on Friday, September 19. It is expected to arrive mid-morning. King 5 TV will be present. They will be distributing gift bags. The City also has plans to honor the sailors at Merrysville for the Holidays. Councilmembers Vares and Wright commended the hard work put forth on such short notice by Jim Ballew, Doug Buell, and the Navy League.

ACTION ITEMS

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A. Public Hearing: Harry's Towing Suspension Appeal; continued from September 8, 2003.

City Attorney Grant Weed updated the Council on the Harry's Towing Appeal. He said that since the close of the hearing last week there have been some issues that needed to be discussed. Legal counsel from Harry's Towing wanted sufficient time to respond and discuss a settlement. Both legal counsel for Harry's Towing and City Attorney Weed are requesting a postponement of the hearing for one week.

Motion by Councilmember Jeff Seibert; seconded by Councilmember Donna Wright to continue the hearing of Harry's Towing Suspension Appeal for one week until September 22. **Motion** passed 6-1 with Councilmember Mike Leighan voting against.

B. Pro/Con Committee Selection for Lakewood Annexation.

Chief Administrative Officer Mary Swenson explained that they had advertised for members of the committee and only received one response – a pro statement by Joel Hylback. There was discussion about approving Mr. Hylback or delegating this to Governmental Affairs Committee for selection of the committee. Mary Swenson added that action was needed tonight because of the deadline.

Councilmember Seibert had concerns about why this wasn't advertised sooner in order to have the opportunity to have someone on the con side. Ms. Swenson was not sure. She said it was not uncommon to only have a pro side. There was discussion about whether this would affect the validity of this process. Mr. Weed did not believe it would pose a problem.

Councilmember Donna Wright suggested that the Governmental Affairs Committee could have a phone poll. She was comfortable with delegating this to them.

Councilmember Seibert was uncomfortable with the appearance of illegitimacy in not allowing more time. He stated that he really wants this to go through and doesn't want any mistakes. He was comfortable with allowing more time and having a special meeting of the Council later in the week if necessary adding that a special meeting would only be necessary if there were more than three applicants for either statement.

Councilmember Wright asked if they could at least approve the one applicant they had. Mr. Weed explained that they could, but if they had three or more others they might be prohibited from choosing someone else.

Councilmember Leighan asked if a larger group could be involved in writing the statements. Mr. Weed said they could, but only three names would be on the statement. Mr. Leighan commented that he was disappointed there wasn't more notice of this too, but he felt comfortable delegating this.

Motion by Councilmember Seibert to set a deadline for Friday the 19th at noon for anyone to apply for Pro or Con. If more than three there would be a special meeting of Council.

Mr. Weed explained that these types of tasks are generally allowed to be delegated as long as Council takes action to delegate them. Councilmember Nehring also suggested a phone poll. Mr. Weed had concerns about whether that would constitute a legitimate meeting.

Motion withdrawn by Councilmember Seibert.

Councilmember Seibert suggested that he applicants decide amongst themselves who would be signing the statements. Mr. Weed suggested that the Council would not be selecting the committee if they are self-appointing.

Motion made by Councilmember Vares; seconded by Councilmember Wright to extend the deadline for application to noon on September 18 and to authorize the Governmental Affairs Committee to select members of the committee if necessary. **Motion** passed 6-1 with Councilmember Seibert voting against.

DISCUSSION ITEMS

A. Open Meetings for Committees.

Chief Administrative Officer Swenson explained that this issue was brought forth by request of the Council. She stated that currently committee meetings are not advertised to the public. She said there is no formal policy regarding committee meetings. They have only had two requests to attend the Public Works Committee and that was by developers. They were told they could not attend because it would not be appropriate.

- Councilmember Jon Nehring stated that he was in support of allowing citizens to attend, but he was interested in hearing what the other councilmembers had to say.
- Councilmember Seibert commented that Public Works does discuss land use issues and other items that are not appropriate for public comment.
- Mayor Weiser commented that all of the committees under discussion are recommending committees.
- Councilmember Wright wondered if they would have to be advertised. She had concerns about the added expense. Mr. Weed explained that they needed to decide if

it would be a matter of general policy that people could attend. If they are subject to the Open Public Meetings Act then there would be requirements such as proper notice, minute-taking, etc. He added that some of the committees are not sub-agencies of the Council, but merely advisory committees. They would not be subject to the Act.

- Councilmember Nehring said they would not be opening up anything that would need advertising or minute-taking if it is not already required.
- Councilmember Smith stated she was in favor of the meetings being open.
- Councilmember Leighan had concerns about legal difficulties if discussion about sensitive matters occurs. Mr. Weed agreed that there would be a greater likelihood of legal issues as the City's exposure increases.
- Councilmember Smith asked about having executive sessions for sensitive matters. Mr. Weed responded that there are very clear definitions for when you can have an executive session. There must be a specific potential litigation issue.
- Councilmember Wright referred to page 5 of the Open Public Meetings Act handout – What is a Meeting? She wondered if a meeting would actually be considered a meeting if no action is taken. Mr. Weed explained that action is a broad term. He stated the need to understand whether the meetings fall under the Open Public Meetings Act. He suggested evaluating committees on a case-by-case basis.
- Councilmember Smith suggested using a reader board to notify the public.
- Public Works, Public Safety, and Governmental Affairs Committees are some that were discussed as having potential issues.
- Councilmember Leighan suggested contacting Everett and Arlington to see how they are dealing with sensitive issues.
- Mayor Weiser commented that he had been at a meeting with nine different cities on Thursday. None of them advertise committee meetings. They aren't open or closed, but simply do not have a policy.
- Mary Swenson commented that the new mayor might not choose to work under a committee format.
- Councilmember Smith stated that she thinks people have every right to be there even though it may take more staff scrutiny to weed out potential litigation issues and more executive sessions for Council.

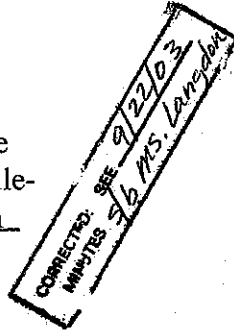
B. Visitor & Community Information Center Service Agreement

Mary Swenson distributed language worked out by her and the Chamber today in conjunction with Governmental Affairs. She said that she and the Chamber president are planning to meet regularly in order to determine if things are working.

Councilmember Seibert asked about the term of the agreement. He had concerns that there was no provision for termination or extension. Mr. Weed suggested saying that either party could cancel if dissatisfied within the one-year period. Ms. Swenson stated that she felt a year was a good amount of time to determine if things were working.

Councilmember Leighan commented that it would have been nice to be able discuss this at the Governmental Affairs Committee. He brought up the number of relocation requests that the Chamber has fielded. He discussed some problems with the chamber's web page. He also mentioned that the Chamber closed a position at their office which the City is now supplementing. Ms. Swenson commented that they are also discussing improving their web page.

Councilmember Suzanne Smith had issues with the referrals. She felt it should be all Marysville businesses and not just chamber members. She did not believe that would be an appropriate utilization of city monies. She also suggested creating a simple Marysville-only directory which could be categorized by subject with no advertising. Ms. Swenson commented that one of Business Retention and Attraction's goals is to merge the city's business information with the chamber's database.



Councilmember Leighan commented that the Chamber is trying to be both a chamber and a Visitor Information Center and there are difficulties associated with this.

C. 2003 Budget Update.

Finance Director Sandy Langdon gave a brief summary of the budget status as of July 2003. She reviewed the Expenditure Status Report. She then distributed copies of the Administrative Summary of General Government which showed the status of basic expenditures and revenues. There was discussion about projected year-end balances. Ms. Langdon then reviewed the major revenue categories including: Total General Government; Property Tax; Sales Tax; Business Tax; Gambling Tax; Construction Tax; Other Licenses and Permits; Grants; State Revenues; Service Charges; Fines & Forfeits; and Miscellaneous Revenues. Next she reviewed the totals for the major expense categories including: Total General Government; City Council; Municipal Court; Executive Department; General Finance; Legal Services; General - Community Development; General - Police; General - Fire; General - Park; General - Engineering; General - Library; General - Public Safety Facilities; and General - Non-departmental. There were no questions.

Ms. Swenson then discussed the Administrative Summary for the Golf Course. She reviewed revenues and expenses. She said their year-end goal was to be at \$100,000 and it looked like they would be close to that. She outlined the revenue and expense details month by month. Revenue areas included: Total Golf Revenue; Green Fees; Investment Interest; Leases; Misc. Revenue; Fees and Charges - Carts; Concession; Membership Fees; Operating Transfers; Sale of Merchandise; Tournament Green Fees; Rental Sales - Motorized Carts; and Lessons. Expenses included: Administrative; Maintenance; Pro-Shop; Debt Service - Interest & Costs; Golf Capital Outlay; and Operating Transfers.

Finally Ms. Langdon went over the Budget Process for 2004 and discussed where they were in the process. Council's Budget Workshops were scheduled for Tuesday, October 14 at 5:30 p.m. and Thursday, October 16 at 5:00 p.m.

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D. Driving Range Property Use Recommendation.

Mr. Ballew reported that the recommendation was based on a proposal from Facilities meetings. The proposal would be to use the driving range as a neighborhood park facility. The building would be turned into a community use room. The side wings would be torn down to reduce vandalism costs.

Councilmember Leighan asked if the destruction could be done in-house. Mr. Ballew stated that it would take longer to do it in-house. There is a possibility that they might have a backhoe donated. If so, they would need a licensed driver to operate it.

Councilmember Seibert suggested partnering with an organization like Little League in order to have them provide the equipment. Mr. Ballew explained that it is under consideration. Councilmember Seibert then asked about restrooms. Mr. Ballew stated that there are inside restrooms for the use of the community room patrons, but there would be Sani-cans for program use.

There was discussion about the costs for improvements. Mr. Ballew estimated that it would cost \$25,000 for the whole project.

NEW BUSINESS

A. 2003 Budget Amendments.

Draft Transportation Element

Assistant City Engineer Jeff Massie introduced Mike Pawlak of Bucher Willis and Ratliff and Ron Loewen of Jones and Stokes as the consultants for the Draft Transportation Element. Mr. Massie stated that staff is recommending approval of the Plan.

Mr. Loewen reviewed the purpose of the Transportation Element. He stated that the current goals and objectives were developed awhile ago. The proposed ones are extensive and go far beyond the current goals and objectives. Mr. Loewen went through the Plan highlighting the key elements. He stated that in Section 1 the Plan began by doing an analysis of where the City currently is. On page 49 he referred to the Level of Service (LOS) and said this has to do with highway capacity in order to analyze the functioning of intersections. He said the City is currently as a LOS D for signalized intersections. There are currently no failures.

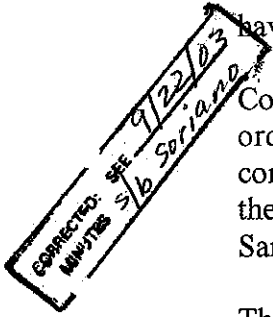
He then stated that concurrency units needed to be defined. They defined the segments as:

1. 528 as it passes through the City.
2. State Avenue as it passes through the City.

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3. 67th Street from City Limit to City Limit.

The segments are fine for now, but they foresee problems in the future. He discussed traffic accident data from the State Patrol and stated that the rate of accidents is good. Next he tried to forecast volumes in the future. They developed a model taking into account numerous factors. They chose the highest probable conditions in order to show the worst case scenario. The P.M. Peak Hour showed problem areas in the 20-year scenario. There were 4 intersections that failed. A number of intersections that were not signalized had a high LOS.

On page 85 the transportation improvements suggestions are listed. They also did a subjective rating of the projects. Page 87, Chapter 5 shows the recommended plan.

1. LOS standards can be tweaked - can measure at intersections that are not signalized.
2. Major LOS problems on State Avenue – Suggested averaging the whole route so one intersection may have congestions, but overall speed can still be reasonable.
3. Exempt certain areas from LOS standards.

He suggested focusing on improving the north-south corridors and taking traffic off State Avenue. Mr. Loewen then reviewed the 20-year Recommended Plan Improvements and the Summary of Project Expenditures for the 20-year Recommended Plan. On page 120 he outlined the Estimated 20-year Revenue.

Councilmember Soriano asked if the bus systems and mass transit were factored in. Mr. Loewen said they were not. The traffic model was based on the number of vehicles. There were no further questions. The Mayor thanked Mr. Loewen for coming.

2003 Budget Amendments

Finance Director Langdon then discussed the 2003 Budget Amendments.

Councilmember Leighan asked at what point they come back on a per item basis. There was some discussion on this. Mr. Leighan suggested an accompanying budget amendment with each added expense.

Councilmember Smith said the format was confusing to her. She'd appreciate more information accompanying each item instead of a blanket approval. There was also discussion about reviewing the amendments on a quarterly basis.

Councilmember Leighan had concerns about big swings in the budget. He had an issue with such a large figure as one amendment. Ms. Langdon suggested that next week she could provide a request for each department with more information. There was general consensus that this would be helpful.

Councilmember Seibert had questions about the different reserve funds. Ms. Langdon explained there is only one General Fund Reserve Fund, but that each department also has reserve funds.

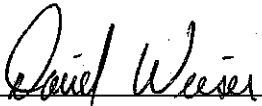
Councilmember Wright said she appreciated the format. It was clear to her where the revenue is coming in and easier to understand than the past.

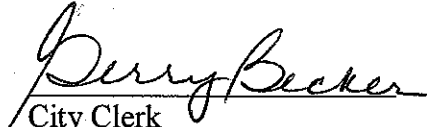
Councilmember Nehring asked if the Facilities Study amount of \$20,000 was the approved amount. Ms. Swenson indicated that it was. Mr. Nehring then mentioned discussion about medical insurance.

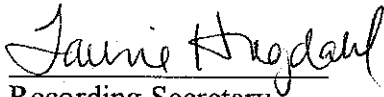
ADJOURNMENT

The work session was adjourned at 9:30 p.m.

Approved this 22nd day of September, 2003.


 Mayor
 David Weiser


 City Clerk
 Gerry Becker


 Recording Secretary
 Laurie Hugdahl