



**Work Session**  
*April 7, 2014*

**Call to Order / Pledge of Allegiance**

Mayor Nehring called the meeting to order at 7:00 p.m. and led those present in the Pledge of Allegiance.

**Roll Call**

Chief Administrative Officer Hirashima gave the roll call. The following staff and councilmembers were in attendance.

**Mayor Pro Tem:** Jeff Vaughan

**Council:** Kamille Norton, Jeff Seibert, Michael Stevens, Rob Toyer, and Donna Wright

**Absent:** Steve Muller

**Also Present:** Chief Administrative Officer Gloria Hirashima, Finance Director Sandy Langdon, Police Chief Rick Smith, City Attorney Grant Weed, Public Works Director Kevin Nielsen, Parks and Recreation Director Jim Ballew, and Recording Secretary Laurie Hugdahl.

**Motion** made by Councilmember Seibert, seconded by Councilmember Norton, to excuse the absence of Councilmember Muller. **Motion** passed unanimously (6-0).

Mayor Nehring suggested that item 14 be moved up under Discussion Items.

**Motion** made by Councilmember Wright, seconded by Councilmember Seibert, to approve the agenda moving item 14 to Discussion Items. **Motion** passed unanimously (6-0).

**Committee Reports**

Councilmember Seibert reported on the Public Works Committee meeting and the Public Safety Committee meeting.

**Presentations**

## Discussion Items

14. Consider an **Ordinance** of the City of Marysville, Washington, relating to contracting indebtedness; providing for the issuance of not to exceed \$[\_\_\_\_\_] aggregate principal amount of local improvement district bonds to provide a portion of the funds necessary to finance public improvements in Local Improvement District No. 71 (“LID No. 71”), make a deposit to the City’s Local Improvement Guaranty Fund, and pay the costs of issuance 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; fixing the interest rate on assessments within LID No. 71; and providing for other related matters.

Finance Director Langdon explained that this is the actual bond financing Ordinance for the LIDs. The City has about \$1.4 million that has been pre-paid. Bond Counsel Lindsay Coates from Foster Pepper discussed this item. There were no comments or questions.

1. Consider the Presentation on Biennial Budgets and direct staff to begin preparations for a biennial budget for 2015/2106 or to continue with an annual budget for 2015.

Finance Director Langdon reviewed highlights of the webinar related to Biennial Budgeting as outlined in the PowerPoint presentation in the Council’s packet. She reviewed a description of biennial budgeting, how to implement a biennial budget, requirements of the mid-biennium review, reasons to implement a biennial budget, reasons not to use biennial budgets, observations from cities and counties using biennial budgeting, and other tips and tricks. Finance Director Langdon recommended starting out by adopting two one-year budgets before doing a two-year budget.

Councilmember Toyer asked how this conversation came about. Finance Director Langdon explained that she and Gloria had brought it up to see what Council thought of it. Most of the cities that Marysville does business with do biennial budgeting. She noted that there are definitely advantages to it, especially with looking forward. CAO Hirashima added that this is a current discussion point with several cities and was a recommendation from MRSC and PSRC. She sees benefits in terms of the longer-term planning and the structure that this provides.

Chief Smith spoke in support of the biennial budget. He said he worked under a biennial budget in Vancouver before coming to Marysville. It saves time, allows for a longer-term approach, consistency to the process, stability, provides unification for the city, flexibility. CAO Hirashima commented that she believes this would be a very conservative budget and possibly could ultimately result in some cost savings.

Councilmember Seibert asked how this would impact the audit. Finance Director Langdon said it would be the same process. The audit just compares the appropriations to the expenditures to make sure we don’t overspend.

Mayor Pro Tem Vaughan asked about the timing of implementing this. Finance Director Langdon reviewed this. Mayor Pro Tem Vaughan asked if this would help to expedite projects or if it could cause more delays. Public Works Director Nielsen explained that it definitely wouldn't cause more delays. Staff is eager to get projects completed. Mayor Pro Tem Vaughan asked if this would require Council action. Finance Director Langdon said it would require Council action to move to a biennial process.

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

2. Approval of the March 17, 2014 City Council Meeting minutes.
3. Approval of the March 24, 2014 City Council Meeting Minutes.

## **Consent**

4. Approval of the March 19, 2014 Claims in the Amount of \$456,424.34; Paid by Check Number's 90865 through 91020 with Check Number's 86864 and 90662 Voided.
5. Approval of the March 20, 2014 Payroll in the Amount of \$954,396.63; Paid by Check Number's 27475 through 27513.
6. Approval of the March 26, 2014 Claims in the Amount of \$780,844.95; Paid by Check Number's 91021 through 91185 with No Checks Voided.

## **Review Bids**

## **Public Hearings**

7. Consider the Program Year 2014 Annual Action Plan, as Recommended by the Citizen Advisory Committee on March 11, 2014, Provide a Summary of, and Response to any Comments Received during the Public Hearing into the Program Year 2014 Annual Action Plan, and Direct Staff to Forward Program Year 2014 Annual Action Plan to the U.S. Department of Housing and Urban Development (*Public Hearing will be held on April 14, 2014*).

CAO Hirashima reviewed the proposed projects.

Councilmember Seibert asked why Housing Hope didn't get funded at all this year. CAO Hirashima replied that there were concerns by the committee about the amount of money being dedicated to a small play facility. She noted that there was money allocated to the project in the prior year.

## **New Business**

8. Consider the Special Event Application for Total Health Events to Conduct the “Heroes Half Marathon” Running Event on Sunday, April 27, 2014, Including the Street Closure of Southbound Columbia Avenue, South of 1<sup>st</sup> Street, and Southbound SR529 South of 1<sup>st</sup> Street.

CAO Hirashima commented that this is the third or fourth year that the event has been put on. It has been a successful event with no problems.

Councilmember Seibert asked if they will be closing down both directions of 529. CAO Hirashima thought it would be just the southbound lane. There would be officers directing traffic. There was discussion about the race route.

9. Consider the Professional Services Agreement between the City of Marysville and BHC Consultants in the Amount of \$135,539.

Public Works Director Nielsen explained that this is a pilot study for Xenon to see how it will perform for future use by the City.

Councilmember Seibert commented that this would allow the City to have a backup if needed in the future.

10. Consider the Interlocal Agreement for Natural Yard Care Public Outreach and Evaluation Program.

Director Nielsen said the City received a grant from the DOE with 16 other cities to do education with 502 randomly selected homes regarding natural yard care. This meets the education requirement of the NPDES permit.

11. Consider the Professional Services Agreement with Snohomish County for Equipment Maintenance and Repair.

Director Nielsen explained that this is the City’s annual agreement in case we need the County to do maintenance on our equipment.

12. Consider the Professional Services Agreement Supplement No. 2 in the Amount of \$36,192.00 with Murray, Smith & Associates, Inc.

This is doing a pilot study at the Highway 9 well for the Department of Health. Staff will also be doing a blending analysis to determine how that water will react with water in other areas.

13. Consider the Interlocal Agreement with the City of Granite Falls for Outdoor Video Services.

Director Ballew explained that staff has been working with the City of Granite Falls for a number of years with a similar contract.

15. Consider the Special Event Application for the Marysville Arts Coalition to Conduct an Art Show and Sale on April 24-25, 2014.

CAO Hirashima explained this is a special event that will be held at the old Dunn Lumber building. *It's Raining Art* is put on by the Marysville Arts Coalition. Staff has reviewed the building and noted that there has been a fire alarm system installed.

## Legal

### Mayor's Business

16. Civil Service Commission Appointment: Michael Ferri (*action will be taken on April 14, 2014*).

Councilmember Norton asked the Civil Service Rules regarding membership requirements for members of political parties. City Attorney Weed said he would look into it and report back to Council.

### Staff Business

Sandy Langdon reported that ESB 5964 passed the legislature. This is a bill requiring the training of Open Public Meetings Act and Public Records Act by records officers and elected officials. Training will be held in Everett on July 9 from 3 to 4:30 at the State Auditor's Office.

Kevin Nielsen stated that staff discussed Transportation and the TBD at Marysville University last week.

Jim Seibert:

- Yellow ribbons will be going up in the community. Cheryl Decker contacted the Mayor about supporting the efforts in Oso. In honor of those lost in the tragedy, the City's flags were at half-mast over the weekend.
- He attended a Walkable Washington symposium where Marysville was nominated as a case study for an award. He was pleased that the City was nominated even though we didn't win. The City of Redmond is doing a great job with their endeavors.

Chief Smith gave an update on police activities and noted that the NITE team has been very busy writing multiple search warrants.

CAO Hirashima had no comments.

Grant Weed:

- He will be providing more information to his clients about the requirements related to ESB 5964.
- He gave an update on recent marijuana legislation.

**Call on Councilmembers**

Kamille Norton:

- She attended the Dream Big for Kids event that the school district put on last Saturday. She was excited to see so many people from the community show up. It was a very well-attended well-run event.
- She commented that when the good weather comes out, it's amazing how many people you see out running and walking. She is excited for the Bayview Trail extension to get completed.

Donna Wright had no comments.

Jeff Seibert:

- The improvements on 51<sup>st</sup> make it much nicer to walk. He encouraged staff to do that in other areas too.
- He has noticed lots of people out using parks and playfields even when the weather isn't nice.
- He asked about the timing of the LED lights installation. Director Nielsen said they have already switched them out. They are much brighter and use less power.

Michael Stevens said he was pleased to see his son's picture in the Recreation guide.

Rob Toyer got an email from Public Disclosure Commission informing him that filings are due in a few weeks.

Jeff Vaughan had no comments.

**Adjournment**

Seeing no further business Mayor Nehring adjourned the meeting at 8:15 p.m.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Mayor  
Jon Nehring

\_\_\_\_\_  
April O'Brien  
Deputy City Clerk