

Call to Order/Pledge of Allegiance/Roll Call	7:00 p.m.
Approval of the Agenda	Approved
Committee Reports	
Presentations	
City Website Update	Presented
Audience Participation	
Approval of Minutes	
Approval of the May 11, 2015 City Council Special Meeting Minutes	Approved
Approval of the May 11, 2015 City Council Meeting Minutes	Approved
Consent Agenda	
Consider Approval of the May 13, 2015 Claims in the Amount of \$924,192.70; Paid by Check Numbers 99982 through 100143 with Check Number 88243 Voided	Approved
Consider Approval of the May 20, 2015 Claims in the Amount of \$336,230.74; Paid by Check Numbers 100144 through 100300 with Check No. 99974 Voided	Approved
Consider Approve the May 27, 2015 Claims in the Amount of \$1,827,963.39; Paid by Check Numbers 100301 through 100453 with Check Number 100266 Voided	Approved
Consider Approval of the May 20, 2015 Payroll in the Amount \$912,950.53; Paid by Check Numbers 28874 through 28921	Approved
Consider Approving the Application for Marysville Downtown Merchants Association to Conduct a Special Event on July 11, 2015, including the Street Closure of 3rd Street between State Avenue and Union Avenue, as well as Columbia Avenue between 2nd Street and Halfway Down 3rd Street, as Requested by the Applicant	Approved
Consider Approving the Professional Services Agreement Supplemental No. 1 for a No Cost Time Extension with HDR Engineering	Approved
Consider Approving the Wire-Line License for Installation of Communications Cable Beneath Tracks from Burlington Northern Santa Fe Railway Company in the Amount of \$15,570.00 Including a \$920.00 Fee for Coverage Under BNSF's Railroad Protective Liability Insurance	Approved
Consider Approving the Wire-Line License for Installation of Electrical Conductors beneath Tracks from Burlington Northern Santa Fe Railway Company in the Amount of \$15,570.00 Including a \$920.00 Fee for Coverage Under BNSF's Railroad Protective Liability Insurance	Approved
Review Bids	
Consider Awarding the 67th Avenue NE Overlay Project to Lakeside Industries in the Amount of \$519,878.50 Including Washington State Sales Tax and Approve a Management Reserve of \$50,000.00 for a Total Allocation of \$569,878.50	Approved
Public Hearings	
New Business	
Consider the Greater Marysville Tulalip Chamber of Commerce Agreement	Approved

Consider the Maintenance Agreement for the SR9/84th Street Roundabout with the Washington State Department of Transportation	Approved
Mayor's Business	
Staff Business	
Call on Councilmembers	
Adjournment	8:25 p.m.



Regular Meeting
June 8, 2015

Call to Order / Pledge of Allegiance

Mayor Nehring called the meeting to order at 7:00 p.m. Pastor Judi Johnston from Jake's House gave the invocation, and Mayor Nehring 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: Jon Nehring

Council: Steve Muller, Kamille Norton, Jeff Seibert, Michael Stevens, Rob Toyer, Jeff Vaughan, and Donna Wright

Absent: None

Also Present: Chief Administrative Officer Gloria Hirashima, Finance Director Sandy Langdon, Police Chief Rick Smith, City Attorney John Walker, Public Works Superintendent Doug Bye, Parks and Recreation Director Jim Ballew, Community/Media Relations Officer Bronlea Mishler, and Recording Secretary Laurie Hugdahl.

Approval of the Agenda

Motion made by Councilmember Muller, seconded by Councilmember Norton, to approve the agenda. **Motion** passed unanimously (7-0).

Committee Reports

None

Presentations

A. City Website Update

Bronlea Mishler, Community/Media Relations Officer, gave an update on the upgrades to the city website including a new platform, new home page and interior pages, improved user experience, new color scheme, content update, and data-driven content placement.

Councilmember Toyer asked if the information for updates goes through her. Ms. Mishler explained a lot of it goes through her, but some of the departments do their own work.

Councilmember Muller asked if there is a consistent layout on the new update. Ms. Mishler replied that there is. She commented that a lot of cities and counties across the state use the Civic Plus platform.

Councilmember Vaughan asked about the process for content creation. Ms. Mishler explained that each person has a different level of permissions. Councilmember Vaughan asked if there is any kind of site monitoring in case the site goes down. Ms. Mishler replied that Civic Plus will send a notification if there are any issues. Councilmember Vaughan asked about some of the analytics. Ms. Mishler explained that there were 120,000 unique views in a 15-month period. Of those, 45,000 were by smart phone. 14,000 people have visited by tablet. The average visit time is about three minutes, and 42% of people leave after visiting one page. 87% of the referrals to the website are from Facebook and 11% from Twitter. About 300 people are signed up for email subscriptions. Councilmember Vaughan asked about simplifying the access to Council agendas, packets, and minutes. Ms. Mishler indicated this could be done with the upgrade. Councilmember Vaughan noted it would be nice if all of those documents could all be accessed on the same site and not have to be transferred to a different site. Councilmember Vaughan also asked about having current events listings across all the pages. Ms. Mishler said she could look into that.

Audience Participation

None

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

1. Approval of the May 11, 2015 City Council Special Meeting Minutes

Motion made by Councilmember Wright, seconded by Councilmember Stevens, to approve the May 11, 2015 City Council Special Meeting Minutes. **Motion** passed unanimously (7-0).

2. Approval of the May 11, 2015 City Council Meeting Minutes

Motion made by Councilmember Stevens, seconded by Councilmember Wright, to approve the May 11, 2015 City Council Meeting Minutes. **Motion** passed unanimously (7-0).

Consent

3. Consider Approval of the May 13, 2015 Claims in the Amount of \$924,192.70; Paid by Check Numbers 99982 through 100143 with Check Number 88243 Voided
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10. Consider Approving the Professional Services Agreement Supplemental No. 1 for a No Cost Time Extension with HDR Engineering
11. Consider Approving the Wire-Line License for Installation of Communications Cable beneath Tracks from Burlington Northern Santa Fe Railway Company in the Amount of \$15,570.00 including a \$920.00 Fee for Coverage Under BNSF's Railroad Protective Liability Insurance
12. Consider Approving the Wire-Line License for Installation of Electrical Conductors beneath Tracks from Burlington Northern Santa Fe Railway Company in the Amount of \$15,570.00 including a \$920.00 Fee for Coverage Under BNSF's Railroad Protective Liability Insurance

Motion made by Councilmember Vaughan, seconded by Councilmember Muller, to approve Consent Agenda items 3, 4, 5, 6, 9, 10, 11, and 12. **Motion** passed unanimously (7-0).

Review Bids

7. Consider Awarding the 67th Avenue NE Overlay Project to Lakeside Industries in the Amount of \$519,878.50 Including Washington State Sales Tax and Approve a Management Reserve of \$50,000.00 for a Total Allocation of \$569,878.50

Motion made by Councilmember Muller, seconded by Councilmember Norton, to authorize the Mayor to sign and execute the contract for the 67th Avenue NE Overlay Project with Lakeside Industries in the Amount of \$519,878.50 Including Washington State Sales Tax and Approve a Management Reserve of \$50,000.00 for a Total Allocation of \$569,878.50. **Motion** passed unanimously (7-0).

Public Hearings

New Business

13. Consider the Greater Marysville Tulalip Chamber of Commerce Agreement

CAO Hirashima reviewed changes to the agreement including:

- The name of the president was updated.
- “Per year” was taken out of the payment section.
- Website analytics report benchmarking was added to the Scope of Work.

Councilmember Norton referred to number 5 under Scope of Work and asked if they might want to be more specific about the frequency of meetings. Mayor Nehring commented that he has a standing monthly meeting with the Chair of the Chamber. CAO Hirashima added that the City is represented on the Board of Directors in an *ex officio* slot so she represents the City in that position. Councilmember Muller spoke in support of quarterly updates from the Chamber at Council meetings. Councilmember Vaughan pointed out that the term of the agreement is only from June through September so it’s not really relevant. There was consensus to keep it the way it is.

Councilmember Toyer asked how often the Economic Development Committee meetings occur. Mayor Nehring replied that currently that time slot is taken up with RFA meetings but before that they met every couple months or so.

Councilmember Vaughan commented that if it is the Council’s desire to have more frequent meetings that could be included in the Agreement.

CAO Hirashima thought that the Chamber would be happy to meet regularly with the Council. She noted that she could send a letter to the Chamber letting them know that is the Council’s desire and that they would be invited quarterly to come to Council meetings.

Motion made by Councilmember Wright, seconded by Councilmember Muller, to authorize the Mayor to sign the Chamber Service Agreement as printed followed by a letter to set up regular meetings.

Councilmember Vaughan referred to Scope of Work and pointed out it is not likely that there will really be any sort of performance improvements in the website in that short of a time. It would really take at least six months. He thought that the best measure of whether the website is sufficient is whether the directory is accessible and things like that.

He then asked if there has been any kind of quote on the upgrade to the website. CAO Hirashima replied it was \$10,000 from Chamber Master. Councilmember Vaughan asked if there is an employment contract or letter regarding the intern. CAO Hirashima thought that the Chamber had not extended an offer yet because it is contingent on funding. Councilmember Vaughan asked if it would be more appropriate to reimburse the expenses in order to demonstrate that the money is being used in the manner the City is expecting. He would like to see a copy of the hire letter or the employment agreement. He thinks it would make things cleaner in the future. Finally, he referred to the Scope of Work and asked if it would be better to have it focus more on just the City of Marysville instead of the Marysville Tulalip greater area.

Councilmember Seibert asked why the agreement was written for only three months. CAO Hirashima explained it is because the Chamber had indicated all of the scope of work would be completed by then. Also, the Chamber had indicated they would be returning in the fall to request the remainder of the funds.

Councilmember Muller spoke in support of releasing \$10,000 now and \$10,000 upon submittal of an employment contract.

Councilmember Wright accepted Councilmember Muller's friendly amendment to pay the contractor \$10,000 upon execution of this agreement and \$10,000 upon submittal of a hire letter or employment contract.

Amended Motion¹ passed 4-1 with Councilmember Seibert voting against the motion and Councilmember Toyer abstaining.

14. Consider the Maintenance Agreement for the SR9/84th Street Roundabout with the Washington State Department of Transportation

Parks and Recreation Director Ballew reviewed this item noting the original agreement had two signs and this only has one.

Councilmember Norton asked when this would be installed. Director Ballew replied construction would be starting this week.

¹ Motion passed 5-1 with a visual count, and Councilmember Seibert voted against the motion and Councilmember Toyer abstained.

Councilmember Seibert asked if a traffic plan has been submitted. Director Ballew noted it would be submitted once the installation is scheduled. Councilmember Seibert recommended getting that submitted as soon as possible.

Motion made by Councilmember Seibert, seconded by Councilmember Toyer, to approve the Maintenance Agreement for the SR9/84th Street Roundabout with the Washington State Department of Transportation and authorize the Mayor to sign the agreement. **Motion** passed unanimously (7-0).

Legal

Mayor's Business

- Thanks everyone for attending and helping with the volunteer appreciation event.
- Sunday service is coming back with Community Transit, and everyone is happy about that. All the routes have been retained as they are.
- Healthy Communities Challenge Day was another great event.
- Bronlea Mishler set up the first social media coffee klatch tonight before the meeting. It was a lot of fun. There were some well thought out questions. The City is looking for new avenues to interact with the public.
- The bill signing for 5761 is this Wednesday. Mayor Nehring asked council members to let him know if they are interested in attending.

Staff Business

Chief Smith:

- Public Safety Committee will meet in June.
- Great job to Jim Ballew on Challenge Day.
- There was a major arrest at a construction theft ring.
- Crime stats as of May are down in the SODA area by 38% with zero burglaries in that area for either commercial or residential. Also there were no vehicle prowls and no robberies. He commended the City's effort on that. Citywide crime is continuing to trend down under 2014 levels. Burglaries, prowls, and assaults are dramatically down citywide. There has been an increase in graffiti over the last month and a half, but police are actively working on that.
- He went to talk at the Law and Justice Committee Meeting last week and noted that East County and South County are also looking at putting together a regional crime unit because it has been so effective in this area.
- Police are working with the Lakewood Crossing area.
- Mayor Nehring noted that there are a number of things in the jail proposal that the City will be able to use such as the studies on the stability of the building and the engineering. They plan to take the parts that are useful and scale it back to something that is more workable. Chief Smith agreed and added that it will be a good starting point even though the scale of the facility is not what the City needs

at this point. Mayor Nehring noted that staff had talked about taking this through a couple committees too as it is being pared back.

Sandy Langdon reported that the entrance audit conference was held last week. The auditors will be focusing on payroll, purchasing, and bid processes. They are scheduled to be done the end of June.

Jon Walker stated he will be bringing a draft ordinance clarifying that people can't possess fireworks in City parks on the 22nd of June.

Doug Hyde had no comments.

Jim Ballew:

- It was a great Challenge Day Event. Thanks to Kamille Norton for spending the day with them. They had great attendance, 73 vendors, and really warm weather.
- He commended Mike Robinson for facilitating about 40 volunteers for working with Windermere at the last minute on some beautification efforts throughout the City.
- The spray park is in full swing and hugely attended. One hour parking signage will go up on 6th in front of local businesses to address parking challenges the businesses are facing. There will be additional parking on Delta and 5th by the end of the month. Councilmember Muller asked if the number of handicapped spots at the park would be increased once the new parking is done. Director Ballew replied that they would.
- Strawberry Festival is coming up. A lot of activities are starting next week.
- Summer activities will be starting soon as school is out.
- Tara Mizell is working on an October 24 event. He commended her on her efforts.

Gloria Hirashima:

- Great job to Parks on all of the summer activities that are kicking off. Jim Ballew gave an excellent presentation to the Chamber highlighting upcoming summer activities.
- There will be a lunchtime learning event for the supervisor management group on Thursday. It will be a debrief of MPHS emergency management activities that occurred last fall. Council is welcome to attend.
- With the upcoming Strawberry Festival there will be monitoring and notice prohibiting public seating on the sidewalks prior to 5 p.m. Friday.
- Staff is getting monthly reports from Premier on the Gold course. They will be coming to the next meeting to give an overview.
- Staff is starting the process of getting fireworks information out to the press within the next week and preparing the public for what's legal and not legal. The police are working on an education citation complaint campaign to address fireworks complaints. Chief Smith explained a written warning system that will be implemented.

- She assured the Council that staff will be bringing the jail issue back through the committees with some ideas on how it could be implemented. She is confident the process will yield a positive result for a facility for the future.

Call on Councilmembers

Kamille Norton:

- She is glad to hear about the increased education efforts regarding fireworks.
- Regarding prohibiting setting up the chairs before the parade, she asked if it includes people who show up early and actually sit in the chairs. Jim Ballew commented they could show up at 5:00 on Friday, but not earlier.
- She congratulated Jim Ballew and the Parks Department for a great job on Healthy Communities Challenge Day.

Steve Muller:

- The volunteer appreciation event was awesome.
- The spray park looks really nice and clean. He asked if there are still bathroom issues down there. Jim Ballew commented that there are some in the morning.
- He also likes the written warning approach regarding fireworks.
- 60th and Parkside Manor looks good. Sunnyside will look good too when it is done.

Rob Toyer had no comments.

Michael Stevens commented that the Challenge Day fell on the same weekend as the Washington Fire commissioners Conference so he was unable to attend.

Jeff Seibert:

- He asked about the date for paving on Sunnyside. Doug Byde thought it would be in mid-July.
- He asked about a date for the tour of the Spada Lake complex. Doug Byde stated it would be on July 10. They will be meeting at 11:30 at Public works.

Donna Wright stated she will not be at the June 22 Council Meeting because of AWC.

Jeff Vaughan:

- He thanked the Council for the excused absence last week.
- He commended Worth Norton on the backup Wi-Fi and computer power after the power went out.

Adjournment

Seeing no further business Mayor Nehring adjourned the meeting at 8:25 p.m.

Approved this _____ day of _____, 2015.

DRAFT

Mayor
Jon Nehring

April O'Brien
Deputy City Clerk