



**Regular Meeting**  
*April 4, 2016*

**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:** Jon Nehring

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

**Absent:** Steve Muller, Kamille Norton

**Also Present:** Chief Administrative Officer Gloria Hirashima, Finance Director Sandy Langdon, City Attorney Jon Walker, Public Works Director Kevin Nielsen, Parks and Recreation Director Jim Ballew, Community Development Director Dave Koenig, Planning Manager Chris Holland, and Recording Secretary Laurie Hugdahl.

**Approval of the Agenda**

Mayor Nehring noted that the Snohomish County Council just passed the ordinance that coincides with property tax exemption for Industrial/Manufacturing Industries and that it is important to get a public hearing scheduled as soon as possible. An action item has been added to tonight's agenda related to this. He requested that the Council waive its normal work session rules and take action on this item in order to set a public hearing.

**Motion** made by Councilmember Toyer, seconded by Councilmember Stevens, to approve the agenda. **Motion** passed unanimously (5-0).

Mayor Nehring noted that Councilmember Norton and Muller both had indicated they would be absent and requested excused absences.

**Motion** made by Councilmember Wright, seconded by Councilmember Seibert to excuse Councilmember Norton. **Motion** passed unanimously (5-0).

**Motion** made by Councilmember Vaughan, seconded by Councilmember Stevens, to excuse Councilmember Muller. **Motion** passed unanimously (5-0).

## **Committee Reports**

None

## **Presentations**

## **Discussion Items**

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

1. Consider the March 14, 2016 City Council Meeting Minutes

## **Consent**

2. Consider the March 23, 2016 Claims in the Amount of \$667,347.81; Paid by EFT Transactions and Check Numbers 106952 through 107106 with Check Numbers 94561, 96173 and 100692 Voided
3. Consider the March 18, 2016 Payroll in the Amount \$1,076,040.36; Paid by EFT Transactions and Check Numbers 29773 through 29801

## **Review Bids**

## **Public Hearings**

4. Community Development Block Grant (CDBG) – Program Year 2014 Annual Action Plan Amendment (Public Hearing will be Held on April 11, 2016)

Planning Manager Chris Holland explained that there are three public hearings set for next Monday – this item and the next two items. The first hearing is for reallocating funds for Program Year 2014. There was approximately \$75,432 in unexpended funds. The Citizens Advisory Committee reviewed projects and recommended approval of five projects with that funding. Staff is recommending that the City hold a public hearing and then approve the CDBG Program Year 2014 Annual Action Plan Amendment. The recommended projects include: Jennings Barn bathroom construction; Boys & Girls Club heating, paving, and ceiling projects; and 528 Pedestrian Crossing.

5. Community Development Block Grant (CDBG) – Program Year 2015 Annual Action Plan Amendment (Public Hearing will be Held on April 11, 2016)

This amendment is for Program Year 2015. There was approximately \$100,000 to reallocate due to the failure of the revolving fund program to get off the ground. Staff is recommending reallocating these unused funds for the 528 Pedestrian Crossing and also a homeless housing allocation which would be held in CDBG for future homeless housing efforts.

Councilmember Toyer asked about the status of the revolving loan program. Planning Manager Holland explained that the City will continue to work with other non-profit organizations to see if they have programs where they could lead the City.

6. Community Development Block Grant (CDBG) – Program Year 2016 Annual Action Plan (Public Hearing will be Held on April 11, 2016)

Planning Manager Holland explained the City was awarded almost \$370,000 through Housing and Urban Development. The Citizens Advisory Group is recommending funding three capital projects with that money including: Comford Park Pavilion project; minor home repairs for Senior Services of Snohomish County; and additional funds to be used toward the homeless housing allocation. There were four public service projects recommended for funding. These were Meals on Wheels, Volunteer Chore Services through Catholic Community Services, Housing Hope's Beachwood Apartments, and Food for Thought Backpack Program.

### **Action Item**

7. Consider a Resolution of the City of Marysville Establishing the Intention to Designate an Area to Provide for a Property Tax Exemption for the Value of New Construction for Industrial / Manufacturing Industries and to Establish the Time and Place for A Public Hearing on the Proposal

City Attorney Walker commented that if the City is going to consider designating an area for property tax exemption for new construction for industrial and manufacturing jobs then a public hearing is the first step of that process.

**Motion** made by Councilmember Toyer, seconded by Councilmember Seibert, to waive the normal work session rules and take action on this item to set a public hearing.

**Motion** passed unanimously (5-0).

**Motion** made by Councilmember Toyer, seconded by Councilmember Vaughan, to approve Resolution No. 2392. **Motion** passed unanimously (5-0).

## New Business

8. Consider the Professional Services Agreement Supplement No. 2 with RH2 Engineering, Inc. for the Water Comprehensive Plan Update

Director Kevin Nielsen stated this supplement would continue fire flow testing to make sure the model is calibrated. This would support the building department. The other would address comments to the Department of Health when they come back. The total increase would be about \$29,000 to support the Water Comprehensive Plan.

9. Consider the Review of Business Licensing and Home Occupation Permit Fees and Direct Staff to Prepare the Necessary Documents to Eliminate the Home Occupation Permit Fee and Change the New Business License Fee to \$65.00

Community Development Director Dave Koenig explained that staff is looking at business licensing and home occupation fees. He reviewed information on business licensing and home occupation permits and fees with three options. He also reviewed a survey of eleven Snohomish County communities. He summarized that the recommended option is to do away with the home occupation permit fee, increase the new business license fee from \$50 to \$65, and keep the annual license fee at \$40. It is estimated that the basic cost of processing a business license is \$65. Home occupations would be paying \$65 instead of \$100 for two fees. This result of this recommended option would reduce fee revenue by \$1990 based on the 2015 numbers.

Councilmember Wright asked if it would make any difference if a business produces a lot of traffic. Director Koenig explained that would not be impacted by this. He noted that when there are complaints the City tries to work with neighbors and business owners to resolve issues.

Councilmember Vaughan asked if the \$65 fee covers the cost of processing the application. Director Koenig affirmed that it would. He added that annual renewals would help to cover ongoing management issues.

CAO Hirashima noted that general nuisance issues are covered by the general nuisance code.

Mayor Nehring noted that this would level the playing field more for home businesses.

10. Consider Accepting the State Avenue Corridor Improvements (116th St NE to 136th St NE) Project with RRJ Company LLC, Starting the 45-Day Lien Filing Period for Project Closeout

Director Nielsen noted that this project is complete. The construction amount came to 2% over the estimated cost. TIB was a great funding partner with the City for this project.

## Legal

## **Mayor's Business**

Mayor Nehring:

- He, Councilmember Wright, and Councilmember Stevens attended the PSRC General Assembly last Thursday where the main topic was light rail.
- The Snohomish County Cities meeting is coming up. Council members should let Leah know if they are planning on attending.

## **Staff Business**

Sandy Langdon announced that the auditors will be coming next week. Staff will be setting an Entrance Conference.

Chris Holland had no comments.

Dave Koenig had no comments.

Kevin Nielsen:

- He said he handed out a construction schedule on I-5 and 116<sup>th</sup>. Friday looks like it will be a big day.
- On Thursday the temperature is supposed to get in the 80's.
- The biosolids and filtration plant is coming along well.

Jon Walker had no comments.

Gloria Hirashima had no comments.

## **Call on Councilmembers**

Michael Steven commented that the light rail can go from downtown Seattle to Husky Stadium in just eight minutes.

Donna Wright had no comments.

Jeff Seibert thanked Director Nielsen for the update.

Jeff Vaughan had no comments.

Rob Toyer had no comments.

*DRAFT*

**Adjournment**

Seeing no further business Mayor Nehring adjourned the meeting at 7:30 p.m.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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

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