

**JOINT MEETING
SULTAN PLANNING BOARD
AND CITY COUNCIL MEETING
City of Sultan, Council Chambers – 319 Main Street
AGENDA – MAY 13, 2008**

MEETING CALLED TO ORDER AT 6:36 P.M.

PLANNING BOARD MEMBERS:

**JEFF COFER
KURT LATIMORE
CHARLES VAN PELT**

NOT PRESENT:

**PB SCOTT ZAFFRAM
PB GEORGE SCHMIDT**

COUNCIL MEMBERS:

**MAYOR ESLICK
JIM FLOWER
RON WIEDIGER
KRISTINA BLAIR
STEVE SALAWSON
SARAH DAVENPORT-SMITH**

NOT PRESENT:

**CM DALE DOORNEK
CM BRUCE CHAMPEAUX**

CONSULTANTS:

REID SHOCKEY, SHOCKEY BRENT

ATTORNEY:

ANDREW LANE, COMP PLAN ATTY

CHANGES TO THE AGENDA - NONE

COMMITTEE REPORTS AND STAFF PRESENTATIONS - NONE

ACTION ITEMS:

1. Recommend amending Sultan Municipal Code 21.04.030 to remove the \$850.00 filing fee for Conditional Use Permit and change the hearing body for the Conditional Use Permits. Motion by PB Cofer 2nd by PB Van Pelt.
2. Approval of the May 6, 2008 Minutes. 2 changes to the minutes. CM Blair had one change on the on the last page (page 6). PB Latimore has one change on page 4. Motion to approve as changed by PB Van Pelt 2nd by PB Cofer.

PUBLIC COMMENTS - NONE

JOINT PLANNING BOARD/CITY COUNCIL WORKSHOP DISCUSSION 7:00 P.M.

- Capital Facility Financing Strategies Plan – Parks, Water, Sewer, Storm water, and General Government – presented by Pat Dugan, Dugan Planning Services

Pat handed out an updated PowerPoint presentation. It has a few changes in the numbers. REET allocations are the key and how they are allocated. PB Latimore asks if the "Needs" breakdown is a typical breakdown for a jurisdiction like Sultan. PB Van Pelt states that the transportation numbers are huge. PB Flower states if we had a

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quarter million dollar we would have an Emerald City. PB Latimore asks if the transportation is typical for our jurisdiction. Dugan states, no it is not. Sultan will triple in size. Strategic Approach was taken from WSDOT.

Parks system:

\$200K an acre acquisition

\$500K acre development

Total of \$35 million (mini parks and community parks). Inside levy in 2015.

CM Blair has a question on park impact fees. What about the timeline that the City has to use the money? Dugan states this is to show the GHMB that we have the improvements coming. 2015 is only 6.5 years away. Sewer does not have the same constraints in spending the money like the parks money does. This is here no there with the Comp Plan. Dugan states we are looking at capacity. Dugan states we needed to know how to allocate the funds. Establish you LOS on acquisitions. PB Van Pelt parks locations not designated yet. Old City vs. new City on where parks are located. Shockey interjects about the Parks scenario, it appears as though this community would like to develop 2 community parks. The PB and CM need to discuss what the needs are. This example shown on the presentation is based on mini parks and 2 parks. CM Blair is clear on this but CM Slawson is concerned about the LOS cause the City has been burned many times on this.

Shockey states that the City has to do the balancing act with how the parks are going to work. This is to show the GHMB how we are meeting the LOS for parks. The City has to be able to show how they came up with the numbers. Dugan believes this is a solvable situation. CM Slawson states that the only thing that has passed is the bond for the library. Dugan says what about the fire bond? CM Slawson says that is County. How can we do a bond in 2015 for parks?

Dugan states as long as this is a realistic plan you can include it in your GMA plan. It is a realistic plan to include in your long-range strategy. In 2015, you proposed it, it did not pass, re-look at the plan to make it work. Lower LOS, plan another Bond, and know that you would have to revisit the plan. Deborah Knight, CM Slawson, and PB Van Pelt, discuss parks and growth. The growth will establish what kind of parks will be built on the Plateau.

Keith Arndt questions Shockey about what is more important. Number of parks, size, or quantity. Dugan states these are estimates on what Shockey has given him. Dugan explains about acquisitions and development and what trade offs can be. These are examples of what the City can do to get the parks the City needs. There can be 2 LOS's. Andy will verify if that is correct. CM Blair states that the developers cannot be liable for an entire park. Dugan states you can make the impact fee 15 million then the developer would want to make a park. Deborah Knight states that the impact fees are

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now a little over 3,000 and the new amount in the notes is \$4,609. Shockey hands out spreadsheet for Park Analysis. CM Blair states that the developers do get park impact fee credits.

Shockey states impact fees for parks are in the upper left hand corner. Dugan and Shockey go over the credits assessed to developers. Deborah Knight comments on changes to the development regulations. Shockey states that the CM and PB need to address this when the time comes.

CM Blair is not opposed to the levy. CM Slawson states that it is too big. Start smaller and get bigger later. Decisions made now will have to be dealt with by future Council members. CM Flower agrees with CM Slawson. Drivstuen agrees with CM Slawson and CM Flower. Drivstuen states "start small and go big, don't go big and fail".

CM Flower states that the trails should be dropped and that money (\$185k) to be put back into parks. Mayor Eslick disagrees and states that it is where the trails are located that causes the problems. CM Flower states that if you cannot drive a patrol car down it, it is a liability to the City. CM Slawson asks how many miles of trails the City maintains to Connie Dunn. Connie states that maybe only 3 miles in Osprey Park and Reese Park. Mayor Eslick does not want the trails abandoned. CM Slawson states that the whole Board needs to make the decision on the parks. Dugan states that he hears one community park, what are the disbursements of the REET funds?

Deborah Knight states that Dugan has given two Options, A and B. Follow up questions is do you want to have a follow up levy? Do you want to raise the park impact fees? CM Slawson always trying to get grants, if a levy passes it passes but if it doesn't we don't get a park, what does it really cost for the developer. We don't want to run the developer out of town. Deborah Knight needs direction from the Council. Mayor wants to leave the park impact fee at \$3,415 and have a levy. Fees were raised in late 2006. Garth York acknowledged this date. CM Blair states that the City fees jump yearly. PB Latimore if we take the REET funds and inside levy lift, we can assign percentages. CM Blair needs to be very careful on how the REET is spent.

PB Latimore states it would seem that all community members would use the parks no matter where they are. CM Slawson – County development will increase the City facilities. Keith Arndt asks Dugan about acquisition costs. CM Blair wants to finish the previous conversation first. CM Slawson asks if the Comp Plan states the City needs a levy? Dugan states the bottom line for LOS is that the City needs to be prepared to show the GHMB that the City can fund it and what the impacts are. The City needs to put some meet on where the money is going to come from. CM Slawson the plan is changeable. Andrew Lane – We do not have to be sure the levy is going to pass. Dugan has been successful with his proposals. The GHMB would be okay with Dugan's plan. PB Van Pelt states that the GHMB does not care what the percentages

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are as long as we have a plan. Discussion between Board and Mayor. Mayor states that we should not discount grants and if we put Debbie Copple on it, we will get it.

Deborah Knight needs direction from Board regarding impact fees and rate increase. Deborah Knight would rather not do it annually but every 2 or 3 years. Keith Arndt states that Garth made a point that the developer should be vested in a price. Deborah Knight states fees are paid at building permit issuance. It should be made at some other time. Brief discussion with Board and audience regarding fees and when they should be collected. The developer needs to know what the fees are. They should change during the process. Mayor asks Garth to speak about park impact fees. Garth asks Dugan about fees and vesting. Andrew Lane states that we are on a tight schedule and we need to focus on the tasks at hand. Resolving the impact fees is not crucial at this point.

CM Blair – Dugan, keeping the parks option the way it is. PB Cofer stated that it was a great comment by CM Slawson about over promising and under delivering. PB Cofer does not want to put such a burden on the developer. CM Slawson parks were not defined. Shockey states that if you have a 20-acre community park you have to have defined things in your parks. Slawson asks what is the definition of a "community park". CM Blair active and passive uses for the parks but there is no specific designs for the parks.

Shockey states that he hears, eliminate one community park, keep the acquisition of the park as listed, no increase in impact fees, decreased from \$35m to \$20M, get grants, policy direction, public shares 25%, developers 75% burden. Getting close. Pat will redo his financial strategies and get new figures.

Water Systems Needs:

Dugan's recommendation to the board is that these are reasonable, after the rate study and this is going to work. Increase to \$3.00 per month. Dugan thinks Jon's numbers are low. Deborah Knight and CM Slawson going over tank location. CM Slawson states we need to revisit this. Dugan states that Jon is revising the numbers.

Garth asks where the \$200K an acre comes from. Deborah Knight says she will share the information with Garth, just come up to City Hall.

Sewer System Needs:

Dugan states that some times sewer extensions are looked at as an investment. Put the lines in and allow people to hook into them. CM Davenport-Smith Cash flow is the question. Could the developer be required to pay the hook up fees at issuance of the availability letters? Dugan states he does not think so but asks Deborah Knight or Andrew Lane to clarify.

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Deborah Knight states that we have 400-sewer availability letters are out there that the City has no fees collected. Letters of availability are good for 45 days with a 2-week extension. After a plat receives preliminary they have 5 years to develop. This is something that should be explored. PB Latimore does not understand the option. Dugan explains the sewer financing strategies. Deborah Knight asks what the policy difference is in the recommended option. Dugan explains his recommended options. PB Van Pelt states that we were not going to require the property owner to hook up. CM Blair – states she remembers that the property owner would not be required to pay until the house is sold or septic system fails.

Storm water Needs:

Dugan explains the Options A and Recommended. CM Blair states that the Technical Memo includes the downstream study. Dugan states that his recommendation turns it into money. Policy changes are included in Technical Memo 4.

General Government Needs

Upgrading the Police Station, City Hall, Public Works Facilities, and relocating the Library. Funding by levy's for public works by inside levy and voted levy lift for police and city hall. Good to tell GHMB this is what we are thinking to show them we are thinking about these items. It is only a 50% vote.

Overall Resources and Needs

Transportation is the only variable in regards to what is available in the REET funds. We are close but this relies heavily upon developer's contributions. Deborah Knight states the TIP will not be available till the 27th after the Open House. Asks Shockey to go over the Capital Facility Needs Assessment in Technical Memo #4.

CM Blair asks what are the allocation and rates of REET Funds. Deborah Knight explains where REET funds where distributed. CM Blair states that the REET funds covers where the City is short. CM Blair wants to bring this up during budgeting strategies. CM Blair states that the Council needs to be very careful how they spend the REET funds.

Draft Technical Memo #4 – Capital Facility Needs Assessment

Deborah Knight asks Shockey how this ties the Comp Plan together. Shockey builds the pyramid to where we are. D-3 - Development Regulations – GMA required revisions presented by Andrew Lane. Home occupancy strikethrough, age limit definition and number of children allowed in the home. Changes are made to follow the state requirements.

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PUBLIC COMMENTS ON AGENDA ITEMS ONLY

Keith Arndt 33311 -132nd Street S.E, Sultan, WA Great City's have great parks. Don't shut out what could be. There is flexibility in purchase. There are other things that may happen. Don't limit the possibilities of a great parks system. The planning aspect is flexible. Apply creativity and amazing things can happen.

PLANNING BOARD AND COUNCIL COMMENTSCOMMENTS

CM Slawson getting e-mail to me in regards to WWTP? (Have not received e-mail from Steve yet 5/30/08)

PB Van Pelt thanks to the consultants for their hard work.

CM Blair echo's PB Van Pelt's thanks. Thanks to the public for coming and staff's hard work.

PB Latimore looks forward to the transportation numbers next meeting.

Deborah Knight would like to have discussion of the WWTP Funding.

Mayor discusses meeting with Public Works.

Mayor asks:

Will the new plant fit in the old one? It is possible consultants think it will. There are several possibilities. It can be outside but it has to be at a level of 118-feet for flood requirements. Deborah Knight clarifies a few questions. Will the centrifuge fit in the existing building and will the floor support it? If it does not, what are the other options? CM Slawson what does the manufacturer recommend. Randy has been talking to them to get the answers and did not have an answer yet. CM Flower goes over strengthening the existing structure or going to a dome shaped quantum hut that can be moved and reused to another location. What is the elevation deficiency? Randy states 20-feet to 5-feet.

Randy has been to Lincoln City Oregon to see the Alpha Label. Their machine is 13 years old and runs like new. Yakima runs one that runs 350 gallons a minute. It is 20 years old and they swear by it. Sultan would use it one to 2 times a week. CM Blair states they want to move forward with the plant but it is the funding that is the question. Wanted to go back to Staff to ask questions not the Consultants. CM Slawson master electrician and welder and has seen many mobile plants that work.

Randy states the costs for the machine is \$300 to \$400K not including installation or extras. CM Blair asks if there are any health department issues. Randy states none

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that he knows of. CM Slawson do we have enough power to run the machine. Randy states yes we do. CM Flower asks how many volts does it take. Randy is not sure. Connie gives her knowledge of what they have done for research on what they have so far.

Mayor asked Randy when he could get a number to Council. Deborah Knight clarifies the question for everyone. Connie states that they would have to contact Gray and Osborne what the specs of the building are but we have to be clear on what we ask them so it fits in the current scope of work. CM Slawson understands that the City is in between a rock and a hard spot.

CM Blair thanks staff for doing the legwork to keep the consultant fees lower. CM Slawson appreciates the help also and apologies for the burden on staff. Deborah Knight reviews items to go over City Council Meeting of May 29th. CM Slawson suggests that the Council, Planning Board, Mayor, and Staff all go to Olympia and ask for help. They do appreciate the City coming in and asking for help. PB Cofer asks about back-up power for the centrifuge. Randy states that it probably will not need back-up power.

PREARRANGED ABSENCES FOR: PB ZAFFRAM, CM DOORNEK, AND PB SCHMIDT.

MEETING ADJOURNED AT 9:45 P.M. MOTION BY VAN PELT SECOND BY PB COFER.

ADJOURNMENT

KURT LATIMORE, PLANNING BOARD

MAYOR, CAROLYN ESLICK

CYD DONK, SECRETARY