

**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM NO: Consent C 1
DATE: March 26, 2009
SUBJECT: Council Meeting Minutes

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

SUMMARY:

Attached are the minutes of the March 12, 2009 Council meeting as on file in the office of the City Clerk.

RECOMMENDED ACTION:

Approve as submitted

MOTION: Move to accept the consent agenda as presented.

CITY OF SULTAN COUNCIL MEETING – March 12, 2009

The regular meeting of the Sultan City Council was called to order in the Sultan Community Center by Mayor Eslick. Councilmembers present: Wiediger, Slawson, Flower, Davenport-Smith, Blair and Doornek. Absent: Champeaux

PRESENTATIONS:

CGI Community Video: At the Council Retreat in 2008 it was determined that Economic Development and marketing Sultan is a primary Budget Theme for the City Council. CGI Communications Inc. partnered with the US Conference of Mayors and Association of Washington Cities to produce and post videos on city web sites. This is a free service to the City and the fees are covered by the businesses sponsoring the project in exchange for having a static copy of their logo bordering the video.

In September, 2008 CGI worked with Mayor Eslick and Donna Murphy to develop a custom video with 4 chapters:

1. Introduction/Welcome message from the Mayor
2. Overall photos and video showing the flavor and opportunities of the City
3. Quality of life
4. Economic Development opportunities and marketing the City.

The video is stored and streamed from CGI's dedicated server so the City's server is not affected. One click will show the video. The contract with CGI Communications Inc. is a 3 year program. At renewal a new video will be produced.

Adopt a Street Program: Donna Murphy introduced Bob and Theresa Knuckey who provided an update on the Adopt a Street Program. Started the program in Osprey Park about two years ago by cleaning up the trails for walking and also raked the trails for strollers. The Boys and Girls Club will be helping with the cleanup in the park. The Memorial Park has been cleaned up but help with the Skateboard Park is needed. There are over 80 volunteers that are working with the Adopt a Street program. The volunteers pay for the personal street signs that are attached to the Adopt a Street sign and the garbage bags are provided by the city. There is a noticeable difference in the city – it looks much better. There are some problem areas that need to be addressed but they are working on those areas.

COUNCILMEMBERS COMMENTS:

Flower: Congratulated the Sultan Turks basketball team for making it to the State tournament.

Davenport-Smith: Thanked the volunteers for their work and suggested it be added to the CGI video.

Wiediger: Thanked the Knuckeys for their work and suggested the kids help clean up the Skateboard Park and take some pride in the park.

Slawson: Asked about the number of garbage cans at the Skate Park and about removing the bushes around the gazebo. Thanked the Knuckeys for their work in making the streets cleaner.

Mayor Eslick: Advised Project Main Street will be held on May 16th. This is program to cleanup and beautify Main Street. She discussed the volunteer programs with the High School students as they need community service hours for graduation. Thanked everyone (especially Mayor Pro-tem Wiediger) for all the work they did while she was out sick.

CONSENT AGENDA:

The following items are incorporated into the consent and approved by a single motion of the Council. On a motion by Councilmember Blair, seconded by Councilmember Flower, the consent agenda was approved as presented. Wiediger – aye; Slawson – aye; Davenport-Smith - aye; Flower – aye; Blair – aye; Doornek - aye.

- 1) Approval of the February 26, 2009 Council Meeting Minutes
- 2) Approval of the February 24, 2009 Special Council Meeting Minutes

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CITY OF SULTAN COUNCIL MEETING – March 12, 2009

- 3) Approval of Vouchers in the amount of \$83,320.87 and payroll through February 20, 2009 in the amount of \$38,534.38 to be drawn and paid on the proper accounts.
- 4) Adoption of Ordinance 1018-09 Iron Goat Franchise
- 5) Adoption of Ordinance 1019-09 Flood Damage Prevention
- 6) Ordinances – Code Scrub
 - A. Adoption of Ordinance 1020-09 – Repeal 3.12 Fire Equipment Reserve Fund
 - B. Adoption of Ordinance 1021-09 – Repeal 3.42 Baseball Field Project Fund
 - C. Adoption of Ordinance 1022-09 – Repeal 3.46 DWI Grant Fund
 - D. Adoption of Ordinance 1023-09 – Repeal 2.12 Volunteer Fire Department
 - E. Adoption of Ordinance 1024-09 - Repeal Title 5.12 Live Music License
- 7) Adoption of Ordinance 1025-09 - Add Public Works Director to code
- 8) Adoption of Ordinance 1026-09 – 1% Art Requirement
- 9) Adoption of Resolution 09-02 Legal Descriptions for City and UGA
- 10) Caleb Court Plat Extension – Approval of the requested 12-month extension of Preliminary Approval of Caleb Court PUD, subject to the requirement that the final PUD submittal be accompanied by a separate document detailing the development standards and design modifications implemented to conform to the Hearing Examiner's Recommended Conditions of Approval FPPUD06-001, Caleb Court dated November 13, 2007, and requiring that the Final PUD be submitted to the City for review no later than April 10, 2010.

ACTION ITEMS:

Ordinance 1027-09 – Garbage Rates: The City Council adopted Ordinance 1014-09 on January 22, 2009 to provide for interim garbage collection rates. The new rates were effective on February 1, 2009. During the billing set up it was discovered that the 20% increase was not correctly calculated as it was based on an amount that included the 3.6% state tax. The prior utility billing program did not calculate the 3.6% state tax and the amount was included in the base rate. The Utility billing program in Springbrook is set up to calculate the state and city tax on the monthly base rate. The ordinance has been revised to show the base rate only. On a motion by Councilmember Slawson, seconded by Councilmember Flower, Ordinance 1027-09 amending the Garbage rates was adopted and staff was directed to credit the accounts for the over charge in February. All ayes.

SRF Loan for Wastewater Treatment Plant: The issue is to authorize the Mayor to sign an application for supplemental financial assistance through the Water Pollution Control Revolving Fund loan (SRF). The City is requesting \$275,000 to fund the remaining balance of the centrifuge installation. The City of Sultan is seeking funding to complete installation of the centrifuge which is designated as Phase I of the Waste Water Treatment Plant Upgrade. New funding for water pollution control facilities (e.g. waste water treatment) is available in Fiscal Year 2010 to Washington State through the federal stimulus package (American Recovery and Reinvestment). The funding is available through DOE. Due to the short time frame allowed by congress, the closing date for applications is Friday, March 13, 2009. City staff recommends submitting an application even though the centrifuge installation and plant upgrade do not meet all of the application eligibility requirements. Specifically, the city has not yet completed the required federal and state environmental reviews to convert the Engineering Report to a Facility Plan. The City has been advised that the State may accept the application as the environmental reviews are not needed for the centrifuge. The City Council discussed converting the Engineering Report to a Facility Plan in March 2008 and directed staff to pursue the centrifuge installation rather than the additional planning work. In 2008 the estimated cost to complete the environmental reviews to develop a Facility Plan was approximately \$70,000 to

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CITY OF SULTAN COUNCIL MEETING – March 12, 2009

WWTP: \$80,000. Brief discussion was held regarding the existing rate payers making the loan payments to fund growth; determining if the city meets the hardship test; and Green projects. On a motion by Councilmember Slawson, seconded by Councilmember Davenport-Smith, the Mayor was authorized to submit a fiscal year 2010 (FY 2010) supplemental financial assistance application to the Department of Ecology (DOE) for a low interest SRF loan. All ayes.

Ordinance 1028-09 Identity Theft Prevention: The issue before the Council is the introduction of Ordinance 1028-09 to establish an Identity Theft Prevention in compliance with the Federal Trade Commission's Fair and Accurate Credit Transaction Act of 2003.

The Fair and Accurate Credit Transactions Act of 2003 requires certain financial institutions and creditors with "covered accounts" to prepare, adopt and implement an identity theft prevention program to provide identification of "red flags" that could indicate identity theft. Municipal utility accounts are specifically included under "covered accounts" and therefore the City will need to comply with the regulations. The City is required to develop a program to identify, detect and respond to Red Flags, provide for a periodic updating process and a reporting process.

On a motion by Councilmember Slawson, seconded by Councilmember Doornek, Ordinance 1028-09 to establish an Identity Theft Prevention in compliance with the Federal Trade Commission's Fair and Accurate Credit Transaction Act of 2003 was introduced and passed on to a second reading. All ayes.

Sewer Rates – Set Public Hearing: The issue before the City Council is to set a Public Hearing for March 26, 2009 to take public comment on adopting a cost of living adjustment for sewer base rates for 2010 and 2011. The City Council adopted a three year schedule of sewer rate adjustments by Ordinance 961-07 on September 27, 2007. The final approved adjustment is December 1, 2009. There are no other sewer rate adjustments scheduled. The rate increase will be linked to the cost of living adjustments. The rates will be reviewed as part of the Sewer General Facility plan update.

On a motion by Councilmember Slawson, seconded by Councilmember Davenport-Smith, a public hearing was set for March 26, 2009 at 7:00PM or shortly thereafter to take public comment on adopting a cost of living adjustment for sewer base rates for 2010 and 2011. All ayes.

DISCUSSION ITEMS:

COPS Grant Update: Donna Murphy provided an update to the Council on the COPS Technology Grant process and showed the tentative locations for the surveillance cameras.

In 2008 the City of Sultan received an \$117,000 COPS Technology Grant to purchase and place 12 surveillance cameras in the City. Ten of the cameras will be permanently mounted and 2 will be portable. Other grant funded items include in-car computers and printers. Discussion was held regarding the type and quality of cameras, access to information and the need to research the public records aspects of the video.

Adjournment: On a motion by Councilmember Slawson, seconded by Councilmember Wiediger, the meeting adjourned at 8:30 PM.

Carolyn Eslick, Mayor

Laura J. Koenig, City Clerk