

**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM NO: Consent C 1
DATE: April 8, 2010
SUBJECT: Council Meeting Minutes

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

SUMMARY:

Attached are the minutes of the March 25, 2010 Council Meeting minutes as on file in the office of the City Clerk.

RECOMMENDED ACTION:

Approve as submitted

CITY OF SULTAN COUNCIL MEETING – March 25, 2010

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

CHANGES/ADDITIONS TO THE AGENDA

Consent: Add excused absence of Councilmember Wiediger; remove Ordinance 1073-10 with direction to bring back as an action item on 4/8/10

Presentation: Add Medical van services

Discussion: Add city flag

PRESENTATIONS

CIAW – Phil Riche: Phil Riche with Cities Insurance Association of Washington (CIAW) provided an update on the insurance program and the issues with the Office of Financial Management. He provided an overview of the insurance program, training programs and pre-litigation program. The Pool's have the Law Enforcement and Driving Training simulators available for city staff and for the Sheriff's Department since the City contracts for service. Risk control is the major goal of the program. Reductions in insurance costs may occur for Sultan based on the risk factors and the change in personnel.

Haller Lake Christian Center - Medical Service Van: Justin Kawabori, provided an overview of the medical service van proposal. The service will be provided in ten locations for people who can't afford medical insurance. The church sponsors clinics for medial and dental services and the van will be an expansion of the service. The goal is to reduce the number of cases in the emergency rooms for basic health service. They are still working on completing the required funding for the project. Valley General has a 9% charity case load as opposed to the average of 4%. The van service should help reduce the number of cases.

COMMENTS FROM THE PUBLIC:

Susie Hollenbeck: Provided an update on the Spring clean in the parks on April 10th and April 17th. Volunteers will help clean up the blackberries and do litter control. They would like to use students that need to complete their community service hours for school.

Mike Perry: He has lived here since September and sees a lot of homes that are vacant or in foreclosure. The Council is discussing economic stimulus for new homes but they should consider bringing business into the City to improve the economy.

Ellen Jonker: Noted that the per can rate for garbage is less as the number of cans increases. One can per month service is \$8 per can and two cans per week rate is \$4 per can.

Cheryl Soderstrom: she has lived here for 50 years and this used to be a bustling city with stores and movie store. She would like to see the city grow to have strores and services available and more things to do. Builidng rents are high and that may impact business. She is proud of the town and is offended when they are referred to as hicks from the sticks.

Steve Harris: The music playing at City Hall seems to be working to keep the kids from hanging around. He likes the programs the City has to encourage business development. The SBA loans are easier to get now and that should be able to help the startup businesses. Challenges ahead but the City is on the right track and he looks forward to more business development.

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Frank Linth: The Planning Board is working hard on the comp plan and codes updates. The short course on planning will be held on March 30, 2010.

Councilmember COMMENTS

Sam Pinson: Thanked Susie Hollenback for her work and Mike Perry for his comments. He was glad to see the Attorney General join the legal action to prevent the implementation of the Health Insurance bill.

Slawson: Vision 2040 is moving forward to PSRC. Community Transit has worked out a plan to save one of the early 270 routes out of Goldbar and two other routes for Boeing. The decision will go to the Board next week.

Davenport-Smith: Thanked Bob Martin for his help with the dog that was loose on their street. Agrees with the state challenge of the health care bill. On the subject of economics, they are addressing new development but also addressing issues on the business side such as the streamline permit process. The business roundtables have provided good ideas.

Flower: A lot of the burden on business comes from the state level not the city. The City tries to work with the businesses and the businesses need to promote each other. Thanked Ms. Jonker for her comments about the fairness on the garbage rates. There is a fixed cost to dump and for providing service. The City worked out a fair and equitable balance for the cost of service and there was a lot of discussion on the issue. There will be changes in the rates as some of the prior rates were supplementing others.

Blair: Those customers who place extra garbage cans out will pay for that service. The less you use the service, the less you will pay as the rates are set to encourage recycling. The public input is appreciated. Business is sad here but it is everywhere. If a store closes it is because we don't shop here, they don't market or they have poor management. There is only so much the City can do to help as we are not in the business of opening businesses. In order to stimulate more business the City needs more residential units. Residential doesn't pay for itself but it is needed to stimulate business.

Beeler: Advised he needed to leave early to complete the adoption of his new daughter. There have been a lot of discussions on the garbage rates and how to cover costs and keep the rates low. The city reserves are not adequate to cover emergency. There is less labor involved when two cans are picked up at the same time. The State imposes taxes on the businesses.

Nic Gregg: The medical van is a good idea. Spring sports are starting up - soccer, baseball and track starting. The school musical went really well and had record turnout.

Mayor Eslick: She has two priorities – public safety and economic development. The calls and crime are down. The music on the streets has helped and they have adopted new laws to ticket people. They are working on programs to help business. There are people who decide to open a business without any knowledge of how to develop one. They need a plan and cost analysis. The Grow Washington non profit group will help develop the business incubators.

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. Pinson – aye; Slawson – aye; Davenport-Smith – aye; Flower – aye; Blair – aye; Beeler – aye.

The following items are incorporated into the consent agenda and approved by a single motion of the Council.

- 1) Approval of the March 11, 2010 Council Meeting Minutes as on file in the Office of the City Clerk.

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- 2) Approval of Vouchers in the amount of \$47,108.72 and payroll through March 5, 2010 in the amount of \$63,76.85 to be drawn and paid on the proper accounts.
- 3) Authorization for the Mayor to sign a Professional Service contract with Camille Tabor.
- 4) Excused absence of Councilmember Wiediger from the March 25, 2010 Council meeting.

ACTION ITEMS:**Ordinance 1075-10 Lot Sizes:**

At its regular meeting of December 10, 2009, the Council adopted a motion to accept the Planning Board's recommendation that the Council should adopt the proposed amendment of the minimum lot size from one acre to one-half acre for manufacturing uses in the HOD and ED Zones, and that the Council should proceed with adoption of the appropriate Ordinance without further Public Hearing as provided for by SMC 16.134.050 J.

On a motion by Councilmember Slawson, seconded by Councilmember Davenport-Smith, Ordinance 1075-10, amending SMC Title 16, the Unified Development Code at Section 16.12.050 the Highway Oriented Development Zone (HOD) and at Section 16.12.060, the Economic Development Zone (ED) to remove the one-acre minimum lot size for Industrial and Manufacturing uses and replace the one-acre requirement with a one-half acre minimum lot size requirement was introduced and passed on to a second reading. All ayes.

Street Improvements:

The issue before the City Council is to approve the budgeted expenditure to resurface 8th Street. The City of Sultan (city) and Snohomish County (county) have an Interlocal Aid Agreement in Place that allows the work to be completed while the county is working in East County on their resurfacing projects. The cost is \$33,800 to link with Snohomish County to resurface 8th Street. There is \$30,000 in the 2010 budget for street resurfacing in Capital Fund 303. The funding source for the project is the utility excise tax. During the first two months of 2010 the city has collected \$20,432 in utility taxes and should have sufficient funds to cover project costs by July 2010.

On a motion by Councilmember Pinson, seconded by Councilmember Flower, the Mayor was authorized to sign the aid agreement to participate with the county on resurfacing 8th Street in Sultan contingent on funds being available when the project is scheduled in July 2010. All ayes.

Ordinance 1074-10 Garbage Rates:

The issue before the city council is to have First Reading of Ordinance No. 1074-10 adopting new garbage rates for commercial and residential customers based on the garbage rate study performed by FSC Group and council policy decisions.

The city council discussed the facts and findings from the FCS Group garbage rate study on January 28, 2010; February 25, 2010; and March 11, 2010. Council made the following policy decisions in order to meet the needs of the garbage utility and reduce impacts on rate payers:

1. Spread the 9.0% overall rate increase over 2-years (2010-2012).
2. Implement the rate change on July 1, 2010.
3. Reduce the operating reserve from 60 days to 45 days.
4. Save \$550,000 from operating revenues (rates) to replace the garbage truck in 2015 rather than borrow money and pay interest on the debt.
5. Charge each customer class the true cost of service. Do not subsidize any particular rate "class" by overcharging for extra garbage.

Discussion: Brief discussion was held regarding the per can cost for extra cans; similar in rate structure with other cities; need to add the senior citizen rate and review lease amounts for dumpsters.

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On a motion by Councilmember Flower, seconded by Councilmember Slawson, Ordinance No. 1074-10 adopting garbage rates was introduced and passed on to a second reading. All ayes except Councilmember Beeler who voted nay.

DISCUSSION**Reese Park Campground Proposal (held after consent):**

The issue before the council is to consider a proposal to include campgrounds as a proposed recreation amenity in the Park and Recreation Open Space Plan (PROS Plan) and study the feasibility of developing a campground facility at Reese Park. This proposal is recommended by Mayor Eslick to provide a much needed service to recreationists visiting the Sky Valley and encourage economic development in the Sultan community.

The City of Sultan owns Reese Park a 32-acre facility on the west side of the Sultan River at 216 Old Owen Road. Park amenities include a baseball/soccer field, 2 picnic shelters and 1 restroom facility. There are primitive trails to the water's edge. Mayor Eslick is requesting the city council consider a proposal to build a tent and/or recreational vehicle (RV) campground at Reese Park.

The policy decision includes:

1. Discuss adding campgrounds as a proposed recreation amenity in the PROS Plan and provide direction to staff.
2. Discuss funding a feasibility study of a campground facility at Reese Park, starting with a site suitability analysis, in 2010 or 2011.

Bob Droll, a recreation planner working as a sub-contractor on the city's PROS Plan was present to discuss the process for a feasibility study. He has toured the parks and completed an inventory. Many cities use parks to help economic development, however, you don't start the process with economic goals; you look at what is available and determine if the proposal is feasible. Need to consider wetlands and flood plain issues. The City needs to determine what type of camping sites they want and what activities are available. After a concept design is complete and the regulatory approval is received, the City can bid out the development and operations of the camp ground or do the work themselves.

Discussion: The concept is good and there is an opportunity to promote ecotourism and draw people to the natural environment; coordination with PUD during the mitigation projects; encourage fishermen to stay in the area and spend money; need for additional information and analysis.

Staff will provide a scope of work and cost estimate for inclusion in the PROS plan for Reese Park and Sportsman Park.

New Business Recognition:

The issue before the Council is for the Mayor and Council to discuss a process for council recognition and support of businesses in Sultan. There are a variety of businesses opening their doors in Sultan, ranging from retail, service oriented, web based, home occupation and industrial. It was requested that a policy be developed in order to properly recognize businesses at City Council meetings and in the community.

Council should discuss the following policy questions to provide direction to City staff on the next steps.

- 1) Should The Council recognize businesses as an occasional and/or regular part of the Council Agenda?
- 2) Where on the agenda the Business Recognition item should be located?
- 3) How much time should be devoted on the agenda schedule?
- 4) One business per meeting, or more than one?

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- 5) Which type(s) of businesses would be invited to a council recognition?
New Businesses, Existing Businesses, Commercial, Industrial, Home Occupation

Brief discussion was held regarding prior practices of having the business owner come to the meeting for approval; number of businesses to include at each meeting; types of business to request attendance of; recognition of business mile stones; use of Channel 21 to advertise business. The matter was referred to the Sub-committee for further review.

Concurrency Management:

The issue before the City Council is a continued discussion of proposed concurrency application and approval procedures. The purpose of the procedures is to provide a process for accepting applications in order to make a concurrency determination and issue a certificate of concurrency or denial letter consistent with the comprehensive plan. In order to achieve these goals, City staff recommend codifying the concurrency application and approval procedures into the city's concurrency management system as provided in SMC 16.108. City staff also recommend updating the city's concurrency management system to implement the comprehensive plan by adding new subsections to Sultan Municipal Code Chapter 16.108.

The city requires concurrency for developments that must have threshold determinations and Environmental Impact Statements as outlined in the State Environmental Policy Act (SEPA). All other developments within the city are exempt from concurrency under city code. The city will issue a "certificate of concurrency" to an applicant for new development if the city determines the capacity of the facility, less the capacity needed can be provided while remaining within the city's level of service standards.

New development cannot reduce the level-of-service below the adopted standard. For transportation facilities only, the city is required to deny new development if the proposed new development causes the affected transportation facilities to fall below the adopted level of service and there is no plan in place to mitigate the impact within six-years.

The proposed Certificate of Concurrency Application and Approval Procedures are divided into six sections. City staff recommend incorporating the procedures, as appropriate, into SMC 16.108:

1. Scheduling a pre-application meeting
2. Submission of a concurrency application
3. Acceptance of a concurrency application
4. Procedures for determining capacity – transportation, parks, water, and sewer
5. Procedures for issuing a certificate of concurrency or denial letter
6. Annual reporting and monitoring

Discussion: Timing for sunset of certificates of availability for approved plats; need to change the comp plan to eliminate the concentric circle; impact of new flood plain regulations on development. If the policy is changed, the ordinance and regulations will need to be amended.

Staff was directed to work with the planning board to amend SMC 16.108 Concurrency to include procedures to effectively administer the city's concurrency management system.

Land Use Goals and Policy:

The issue before the city council is to review the planning board recommended changes to the land use element goal and policy changes from the 2004 comprehensive plan and provide direction to staff. Reviewing and revising the goals and policies of the 2004 comprehensive plan is the second phase of the mandatory 7-year update of the city's comprehensive plan required by the Growth Management Act. The third phase is to complete the technical analysis of the proposed revisions

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and update as necessary the data that is the foundation of the comprehensive plan. This work will begin in February 2010 and continue into early 2011. The final phase is the required process to adopt the plan. This work will begin in early 2011 and be completed by December 1, 2011 as required by the Growth Management Act.

Proposed changes to goals and policies for the transportation, housing, and environmental elements are in the queue and ready for the planning board to review. Staff will bring the planning board recommended changes to the goals and policies to the city council as directed by the planning board over the next several months.

Council needs to provide direction on how these issues will be discussed at the council level. The consensus of the Council was to hold study sessions at 6: 30 PM prior to the regular Council meeting.

Councilmember Beeler left at 9:45 PM

City Flag: Councilmember Davenport-Smith presented samples of the proposed city flag. Brief discussion was held regarding the colors and the logo. Councilmember Davenport-Smith will obtain additional ideas from the vendor.

Stop the Clock: On a motion by Councilmember Blair, second by Councilmember Flower, the clock was stopped at 10 PM. All ayes.

Councilmembers:

Nic Gregg: The camping/RV park is a good idea and there are students that would volunteer to work there.

Slawson: Community Transit has had some route changes to improve service. There will still be no Sunday or holiday service, however the Van Gos are available for non profits to use.

Mayor Eslick: Recognized that Samantha Koenig was present for the extra credit for Mr. McGyvers class project.

Adjournment: On a motion by Councilmember Blair, seconded by Councilmember Pinson the meeting adjourned at 10:03 PM. All ayes.

Carolyn Eslick, Mayor

Laura J. Koenig, City Clerk