

Snohomish City Council Meeting Minutes

March 20, 2018

1. **CALL TO ORDER:** Council President Sanders called the Snohomish City Council meeting to order at 6:00 p.m., Tuesday, March 20, 2018 in the Snohomish School District Resource Service Center, George Gilbertson Boardroom, 1601 Avenue D, Snohomish, Washington.

MAYOR/COUNCILMEMBERS PRESENT

Larry Countryman
Steve Dana
Karen Guzak
Tom Merrill
Linda Redmon
Jason Sanders, Council President
Lynn Schilaty

STAFF PRESENT

Pat Adams, HR Manager/City Clerk
Debbie Burton, Finance Director
Emily Guildner, City Attorney
Yoshihiro Monzaki, City Engineer
Glen Pickus, Planning Director
Keith Rogers, Police Chief
Steve Schuller, City Administrator

MAYOR/COUNCILMEMBERS ABSENT

John Kartak, Mayor

MOTION by Guzak, second by Schilaty to excuse Mayor Kartak. The motion passed unanimously (7-0)

2. **APPROVE AGENDA** contents and order:

MOTION by Guzak, second by Schilaty to approve the agenda as presented. The motion passed unanimously (7-0).

3. **APPROVE MINUTES** of the March 6, 2018 workshop and regular meeting.

MOTION by Schilaty, second by Merrill to approve the minutes of the workshop and regular meeting. The motion passed unanimously (7-0).

4. **CITIZEN COMMENTS** on items not on the Agenda

Council President Sanders welcomed the citizens to the meeting and discussed the procedures for providing citizen comments.

Jude Anderson, Managing Librarian, Snohomish Library, spoke to the Snohomish Library's many programs that serve in meeting the information needs of the community and to its early literacy programs.

Terry Lippincott, President, Sno-Isle Libraries Foundation, spoke in support of the Snohomish Library's early literacy and reading programs.

Shawn Gay, 5814 95th Drive SE, Snohomish, spoke to the negative impacts associated with the on-going commercial noise emanating from the Snohomish Station Fred Meyer and the lack of enforcement by the City.

Suzanne Davis, 1018 13th Street, thanked the Snohomish Haggan Foods Manager for halting deliveries during the late night hours. Her quality of life is much better. She would still like a City noise ordinance implemented.

Amy Zelaya, Park Avenue, thanked the police department for their effective response in addressing the noise issues and illegal activities at Hill Park.

Marian Darr, 211 15th Street, stated she was prevented from building on her lot because the City didn't own the water. She needs consideration from the City and Council, and requested the issues be resolved.

Councilmember Sanders directed that Ms. Darr contact Planning Director Glen Pickus.

Melody Clemans, 313 Avenue D, spoke to her support of the upcoming Town Hall meeting regarding opioids and homelessness, and her support of the Snohomish Library.

Fred Gibbs, President of Historic Downtown Snohomish, indicated three new businesses have opened within the past six months. He thanked the Council for their work with the HDS. He also thanked Councilmembers Countryman, Guzak, Schilaty, and Merrill for attending the Snohomish Building Bridges clean up event last Sunday.

Dave Rossall, wanted to know when the road will be fixed at Weaver Road and Weaver Way.

The following residents spoke to the many negative impacts and safety concerns associated with a nuisance property located in their neighborhood at 1405 Weaver Way:

Sean Witherow, 2226 Seneca
Jason Haugland, Weaver Way
Danny Guidera, 1425 Weaver Way
Katie Ard, 1403 Weaver Way
Ashley Garcia, Weaver Way
Patricia Guidera, 1425 Weaver
Katie Haugland, Weaver Way

City Administrator Steve Schuller stated he will meet with Police staff and the City Attorney's Office to determine what can be done about abating the nuisance property on Weaver Way. Staff and councilmembers will be conducting a site visit on March 21. He provided his contact information to the residents and encouraged them to contact him directly.

Chief Rogers stated the Police Department shares the residents' concerns. He is confident the matter will be resolved.

Citizen Comments: Closed

Councilmember Schilaty thanked the citizens for attending the meeting and for informing the Council about this problem. She encouraged the citizens to stay engaged and to form a Neighborhood Watch. Additionally, she invited the Weaver Way residents to attend the upcoming Town Hall meeting on Homelessness, Opioids and Addiction.

5. ACTION ITEMS:

a. **APPROVE** Bickford Avenue Property Sale – **PASS** Resolution 1376

Mr. Monzaki stated Snohomish Buildings, Inc. owns the property at 2122 30th Street and is currently constructing an expansion of the Bickford Motors, Inc. facility at this location. They have requested the purchase of a portion of the Bickford Avenue street property of approximately 7,600 square feet to use as part of the expansion. This section of Bickford Avenue is real property owned in fee (not as dedicated right-of-way) by the City.

Mr. Robert Bickford (Snohomish Buildings, Inc.) submitted a letter dated January 24, 2018 requesting to purchase 10-feet of Bickford Avenue directly abutting the 10-feet that was exchanged in 2015. The letter explains that there was an oversight during the 2015

property exchange and that Snohomish Buildings, Inc. actually needed 20-feet to continue the proposed expansion of the Bickford Motors, Inc. facility. An appraisal report completed by Commercial Realty Consulting, Inc. (Commercial Realty) was submitted to the City by Snohomish Buildings, Inc. The property value for this section of Bickford Avenue was determined to be \$34,182 or \$4.50 per square foot according to the appraisal.

Commercial Realty is on the City's approved appraisers list. The property values ranged from \$2.77 to \$9.55 per square foot. After reviewing the comparable sales and making adjustments to the sales amounts, Commercial Realty determined that the value of the requested vacation area was between \$4.00 and \$5.00 per square foot and concluded that \$4.50 per square foot would be used to calculate the market value for the requested street property.

Citizen Comments:

Mike Bickford, Snohomish Buildings, Inc., explained years ago, he intended to straighten the entire boundary line. This did not occur, and the irregular boundary continues to exist. The ten feet only goes to a portion of the property. It's about one-third of the length. It's an irregular boundary. Even if the City were to maintain it, they could not widen the road. He is hoping this action will clean up the irregular boundary.

Citizen Comments: Closed

MOTION by Guzak, second by Schilaty that the City Council **PASS** Resolution 1376 to proceed with the Bickford Avenue Street Property Sale Process. The motion passed unanimously (7-0).

b. **ADOPT** Social Media Policies – **PASS** Resolution 1378

Attorney Guildner stated on February 20, a Council workshop was held to discuss social media policies. Interactions on social media implicate several areas of law for local governments including the Public Records Act (PRA), Open Public Meetings Act (OPMA), and the First Amendment. The proposed social media policies are best practice guidelines and internal staff policies to maintain consistency. Courts around the country are engaging in the debate of what constitutes speech online, such as "liking" and "following", or what certain "emojis" may mean. Courts are also evaluating public forums, limited public forums, and private forums in the context of more fluid mediums such as "pages", "groups" and "profiles". In Washington, courts have already decided that social media posts can be public records. Potential Open Public Meetings Act cases could be on the horizon as well.

To help provide some guidance and a frame work within these areas of law, City staff and elected officials should have some written practices to guide appropriate and helpful social media posts in order to keep the community informed and engaged.

Councilmember Merrill asked as laws begin to develop around social media, where is most of that law being developed.

Ms. Guildner replied the law the social media policies have been based on are Washington State court decisions related to the Public Records Act, and federal courts for First Amendment issues. Primarily, the Ninth Circuit is the controlling case law in this jurisdiction.

Citizen Comments: None

Citizen Comments: Closed

MOTION by Guzak, second by Merrill that the City Council **PASS** Resolution 1378 adopting the City's social media policies. The motion passed unanimously (7-0).

c. **AMEND** 2018 Council Rules and Procedures – **PASS** Resolution 1379

Councilmember Sanders stated Resolution 1379 will revise the Council's rules and procedures by moving *Citizen Comments* which are normally at the start of the Council meeting to the end of the meeting. The *Council President's Report*, and *Councilmember Comments/Liaison Reports* will be moved to the beginning of the meeting.

The idea behind this is to expedite and address the City's business at the start of the meetings, and to provide an opportunity for citizens to comment on those business items. Conducting *Citizen Comments* at the end of the meeting would provide the public with an opportunity to comment on items not covered during the regular meeting.

Councilmember Dana stated citizens attend the meetings with the expectation that they be able to share their input at the front of the meeting, and asking them to stay until 9 or 10:00 p.m. in order to make a three minute comment is unfair.

Councilmember Redmon agreed with Councilmember Dana. She stated asking citizens to wait until the end of the meetings is burdensome.

Councilmember Schilaty noted the Council is currently out of order, because they are discussing this matter. She would like to hear from the citizens.

Councilmember Schilaty explained the Council meetings are City business meetings. Citizen comments assist the Council in directing what will either be brought up under New Business, or at a future meeting. She indicated before the Council even got to the City's business this evening, it was dealing with many other issues. She supports having the City's business completed up front, and then addressing any new information that comes up.

Citizen Comments:

The following citizens are **opposed** to Resolution 1379 as presented, and **support** citizen comments being held at the beginning of the Council meeting:

Jason Haugland, 1506 Weaver Way
Suzanne Davis, 1018 13th Street
Ian Hanson, 1718 Weaver Way
Jamil Ahmed, Weaver Way
Fred Gibbs, 10909 210th Street SE
Danny Guidera, 1425 Weaver Way

Citizen Comments: Closed

Councilmember Schilaty stated she is not married to the idea of amending the order of business. She appreciated the citizens' input and supports citizen comments at the beginning of the meeting.

Councilmember Guzak stated she supports keeping citizen comments toward the beginning of the meeting. She suggested *Proclamations or Presentations* follow approval of the minutes. She would also like to move *Citizen Comments* before *Councilmember Comments/Liaison Reports*.

Councilmember Merrill stated he initially supported moving citizen comments to later in the meeting. However, after hearing from the community, he now supports *Citizen Comments* at the beginning of the meeting.

Councilmember Sanders thinks public comment is vital, and believes there are still other options to be discussed and considered related to the restructuring of the Council meetings for maximum efficiency. He agreed moving the *Council President's Report* near *Citizen Comments* would be helpful. He rejected Resolution 1379 as presented.

MOTION by Guzak, second by Redmon to **TABLE** Resolution 1379. The motion passed unanimously (7-0).

d. **APPROVE** City Administrator Employment Contract

Attorney Guildner stated the City Administrator/Utility General Manager (City Administrator), Steve Schuller, has been appointed by Mayor Kartak through a competitive process, and was unanimously confirmed by the City Council on February 20, consistent with Snohomish Municipal Code 2.37. Tonight's action is to authorize the Mayor to execute the Employment Contract.

The Employment Contract's benefits, conditions of employment, and terms are generally consistent with City Administrator contracts found in other jurisdictions around the state. The base salary is as presented and detailed in the February 20 Council meeting action item. The 2017 AWC Salary Survey Data with comparisons among other cities has also been provided to the Council. Two key changes from the previous 2002 contract (with the City Manager) is the severance package and the for "cause" terms.

First, the previous City Manager, having worked at the City for about 15 years, received nine months of severance pay upon his termination. The proposed contract has six months of severance pay. Six months is fairly typical for an upper level position and generally consistent with other contracts in the region.

Second, the 2002 contract "for cause" language included "conviction of a felony, or any act of embezzlement, dishonesty, theft or other conduct clearly prejudicial to the interests of the City." The proposed 2018 contract includes the following language:

Misconduct. Criminal conduct, commission of any crime, abuse of public office, or other gross misconduct, including, but not limited to, fraud, deceit, embezzlement, theft of funds or property, assault, or sexual, racial, or other harassment, and

Job Performance. Insubordination, incompetence, inadequacy, or inefficiency of the City Administrator in the performance of his official duties.

The base salary and future adjustments to salary are proposed as follows:

Base Salary. The City Administrator shall receive a beginning monthly salary of \$12,554.00 (step 1). The position will have three steps within the salary range, each separated by 5%. This is consistent with the current City Council approved salary classification schedule for non-represented positions. The 2018 salary schedule is step 1 (\$12,554), step 2 (\$13,182) and step 3 (\$13,841). Effective January 1, 2019, the position will move to step 2, and effective January 1, 2020, the position will move to step 3. The rate of pay may be adjusted annually equal to the cost-of-living and/or cost-of-market increase given to the other Department Heads.

Citizen Comments:

Fred Gibbs, 10909 210th Street SE, congratulated Mr. Schuller on his appointment.

Citizen Comments: Closed

Councilmember Guzak supports the employment contract, but asserted Mr. Schuller's salary should be increased, based on the duties and salary comparisons provided. She noted the position is somewhat below the median for other cities.

Councilmember Schilaty stated this is an excellent hire and she is very pleased to have Mr. Schuller serve in this position.

Councilmember Dana asked the City Attorney in the event the City allows the employment contract to expire, would any severance pay be owed.

Ms. Guildner does not believe severance would be owed if the contract were to expire. However, she was not involved in the negotiation details of this contract.

Councilmember Redmon reviewed the steps within the salary range. She asked after Mr. Schuller reaches Step 3, what are the next steps.

Ms. Guildner responded the contract would be renegotiated.

Councilmember Sanders stated Mr. Schuller has done an incredible job. He has worked closely with him and the Mayor as the Council President on a regular basis. He appreciated his knowledge and expertise.

MOTION by Guzak, second by Schilaty that the City Council **AUTHORIZE** the Mayor to Execute an Employment Contract with Steve Schuller as City Administrator/Utility General Manager for the City of Snohomish. The motion passed unanimously (7-0).

6. **DISCUSSION ITEM:** Year End Financial Report

Finance Director Debbie Burton stated the purpose of this agenda item is for the City Council's review and acceptance of the Financial Report as of December 31, 2017. She highlighted 2017 accomplishments as follows:

- Transition to the New Plan of Government
- Police Station Remodel
- City Hall Women's Restroom Improvement
- Closure of Water Treatment Plant
- Decision on Hal Moe Pool Site Design
- Completion of 30th and SR 9 Intersection Improvements
- Lincoln Avenue and First Street Overlays and Improvements
- Submitted Final Shoreline Master Plan to Department of Ecology
- Sidewalk Improvements
- Implemented Email Service to the Cloud

Ms. Burton provided an overview of the General Fund. The funds are managed by the Finance Department within established laws as overseen by the State Auditor's Department. She is pleased to report the State audit has resulted in no findings for the 2016 financial statements. The 2017 audit will be held in July or August 2018.

General Fund revenues received in 2017 were below amended targeted levels at 97.2% or \$267,652. Sales tax revenue, which is the largest portion of General Fund revenue sources,

continued to see positive financial performance in 2017. Sales tax revenues exceeded the amended budget target by over \$186,731. Since sales tax revenue has seen better than expected increases the past three years the staff is somewhat cautious about the future outlook. The Consumer Price Index (CPI) for the Seattle area, for December 2017, increased 3.5% compared to December 2016 mainly related to energy prices, largely the result of increase in the price of gas.

General Fund expenditures for 2017 came in under budget by \$402,425. Factors contributing to the General Fund expenditures coming in under budget include reduced jail fees, reduced professional services in various departments, and some personnel and benefit expenses related to overtime and temporary positions being below estimates.

Overall for 2017, General Fund revenues exceeded expenditures by \$49,371 of the amended 2017 Budget.

The General Fund Ending Fund Balance is \$2.506 million as of December 31, 2017 and exceeded the estimated year-end fund balance target. The fund balance reserve level is 27.5% of 2017 expenditures. General Fund reserves are designated as unassigned; however, these sources are used to provide cash flow to pay expenditures when due while the City waits to receive shared revenues and taxes. The unassigned fund balance is also a security against unforeseen changes in needs, e.g. natural disasters or loss of shared revenues.

Utility Enterprise Funds performed well in 2017 with rate billings exceeding budgeted revenue forecasts for water and storm and slightly below budget for sewer. Customers received a decrease in wastewater service rates for 2017.

Utility expenditures, as a whole, came in under budgeted expenditure targets mainly due to postponement of some capital infrastructure projects due to higher than expected bids due to the competitive construction market at this time.

Fund Balances for the Utility Enterprise Funds as of December 31, 2017 total over \$12 million dollars. Utility Fund reserves are a combination of committed and restricted funds for daily operations, operating reserves, debt service reserves, and future capital projects.

Street Fund is a special revenue fund that collects motor vehicle fuel tax revenues and receives a transfer-in from the General Fund. Revenue sources came in as expected overall for 2017. Street maintenance expenditures came in under budget primarily due to a reduction in operating supplies and reduced repairs and maintenance.

The Street Fund balance is \$289,632 as of December 31, 2017 or 30.8% of expenditures and is assigned to future daily operational streets maintenance costs.

Internal Service Funds utilized for Fleet and Facilities and Information Services activities are funded with cost allocation sources. These funds work to cover the maintenance and operations of the City's fleet of vehicles and equipment, City facilities, information systems and technology improvement activities. Updated equipment replacement plans are in place and used to determine cost allocation fees that these internal service funds charge to all other operating funds.

Ending Fund Balance for the Fleet and Facilities Fund is \$675,887 and Information Services is \$456,378. These funds are set aside for future maintenance and operations, reserves for facilities, vehicles, equipment and technology equipment replacement plans.

Non-Operating Funds budget-vs-actual revenues and expenditures, as of December 31, 2017, are listed in summary for each special revenue, debt, capital projects, other internal services, and trust/agency funds. Fund balances for these types of funds are typically

restricted as the fund is established for a designated purpose.

Fund Balance Review

Total fund balances as of December 31, 2017 are \$25,952,944. Utility Enterprise Fund reserves make up the largest portion of the overall City of Snohomish fund balance amount. Because the City is on the cash basis method of financial reporting, fund balances include cash and cash equivalent balances divided among all funds.

Overall, 2017 year-end fund balances exceeded the 2017 forecasted ending fund balance target by \$2.37 million. Fund Balances are designated according to Governmental Accounting Standards Board (GASB) Statement 54, a Fund Balance Reporting, and Governmental Fund type definition guideline on how a City may reserve funds.

The City is concerned about the General Fund Reserve trend. In the past few years, revenues have been higher than expenditures. However, the forecast suggests that revenues will only grow 1½%, and salaries and benefits will grow at a 3% rate. If that holds true, in 2021, the City would no longer be able to have a 15% reserve in the General Fund. The 15% represents the policy number the City Council has adopted that is required to be maintained in the General Fund.

Ms. Burton noted the City will be transitioning to a two-year budget. In May 2018, staff and the Council will meet during a workshop to discuss the following 2019 and beyond budget issues:

How does the City maintain the core services provided by the General Fund?

Law Enforcement

- Volatile expenditures in jail cost, indigent defense
- SERS Radio Equipment Replacement Impact

Transportation

- Increase costs for Repair and Maintenance and Improvements

Parks and Planning

- Increase in Employee Healthcare Insurance Costs
- Increase in number of parks to maintain

Revenue Concerns

- Sales Tax volatility
- Utility Tax reduction with rate reductions
- Property Tax capped

Strategies

- Increase revenues utilizing Smart Growth
- Any new program or services must have dedicated revenue

In summary, Ms. Burton recognized the Finance Department staff for their commitment, expertise and assistance in managing the City's finances.

Citizen Comments: None
Citizen Comments: Closed

Councilmember Merrill requested a definition of "Smart Growth."

Councilmember Guzak commented the Pilchuck District was created to have smart growth. It's the ability to allow people to work and live in the City where they can utilize the trails and

walk to downtown, and where they are not so dependent on their cars and driving. The City's economy will benefit by more people living within the City, as it will generate additional sales tax, and this was shared by the past Economic Development Manager. The City is looking at having to accommodate an additional 2-3,000 people within the City. Snohomish will never be a large sprawling city. It is constrained by geography – the river to the east and west and Lake Stevens to the north. Smart growth includes the Snohomish County Shop site and the Pilchuck District.

Councilmember Sanders stated smart growth is also autonomous vehicles. In five to ten years, the City may not have the parking issues it is currently facing downtown. Smart growth is thinking ahead and planning for the next five to fifteen years.

Councilmember Dana stated it's important to focus on revenues. He looks forward to this discussion at the May workshop.

Councilmember Sanders added the Council will also need to tie financial impacts to the Council's Goals.

7. **CONSENT ITEMS:**

- a. **AUTHORIZE** payment of claim warrants #62324 through #62402 in the amount of \$244,965.28 issued since the last regular meeting
 - b. **APPROVE** Executive Assistant Classification and Salary Schedule
 - c. **AUTHORIZE** Mayor to Execute Supplemental Agreement No. 2 with BHC Consultants, LLC – CSO Reduction Project Phase 2A
 - d. **AUTHORIZE** Mayor to Sign Construction Contract for 2018 Utility Repair and Asphalt Overlay Project
 - e. **AMEND** SMC 2.04 Council Meetings – **ADOPT** Ordinance 2345)
 - f. **SUPPORT** New Snohomish County Emergency Radio System (SERS) – **PASS** Resolution 1377
 - g. **AUTHORIZE** Special Event ABATE Sky Valley Motorcycle Show
- MOTION** by Guzak, second by Countryman to pass the Consent Items. The motion passed unanimously (7-0).

8. **OTHER BUSINESS/INFORMATION ITEMS:**

Mr. Schuller provided an update on the noise issue. The Scope of Work for the sound study has been submitted to the Northwest Grocery Association for approval. The City is working with Haggen Foods, Safeway and Fred Meyer. Recently, Mayor Kartak was onsite at Fred Meyer at 4:30 a.m. and the trucks started up at 4:59 a.m. The good news is Fred Meyer appears to be honoring what they promised. However, this is still not acceptable to the neighborhood. Councilmember Redmon and Mayor Kartak are committed to tackling this issue.

Mr. Schuller clarified that the City has met with their attorneys, and it would be preferable that the businesses voluntarily agree to address the noise issue. The City will be meeting with the stores, completing the study, and asking the businesses to make operational

changes. If that isn't successful, the City will ask for physical changes to their operations.

Councilmember Dana stated the issue was raised tonight concerning a sound study at the time Snohomish Station was permitted or opened. The City has permit reviews addressing the issue of sound. The business owners are obligated to produce some type of documentation to verify their noise levels are within appropriate ranges. He suggested there may be documentation within the file to support further compliance action.

9. COUNCILMEMBER COMMENTS/LIAISON REPORTS:

Councilmember Guzak, as liaison to the Chamber of Commerce, attended the Wine Festival a couple of weeks ago at Thomas Family Farm. There was a 200% increase in attendance. It was an exceedingly successful event. She attended the Chamber of Commerce meeting today, and enjoyed a presentation by new Community Outreach Officer Richard Niebusch. She mentioned as liaison to the Alliance for Housing Affordability, it is her understanding Chris Collier will be making a presentation to the Council at the next workshop scheduled for April 3. Councilmember Guzak provided statistics from Housing and Urban Development (HUD) about the need for affordable housing. By 2040, the City will have an addition 2,500 to 3,000 residents. It is essential the City make space for the affordable units it needs. As the City grows smartly, it needs to pay attention to affordability. The City of Edmonds has put \$250,000 toward dealing with the homelessness issue and it may be a part of the Alliance for Housing Affordability Trust Fund. Also, Snohomish County, through their REET dollars has put in \$500,000 to be spent toward affordable housing by June 30, 2019. As the City engages in its budget discussions, it may want to consider contributing to the future development of affordable housing. On Saturday, March 24, the Earth Hour will be from 8:30 to 9:30 p.m. It is an international event that started in the Far East. People around the world turn off the lights for one hour.

Councilmember Schilaty is liaison to the Economic Development Committee and will be a part of the recruitment process for the Economic Development Manager.

Councilmember Merrill, is liaison to the Economic Development Committee (EDC) and Public Safety Commission (PSC). He attended the EDC meeting, and the Committee reviewed the proposed Planning Commission changes for development in the Pilchuck District. The EDC is in agreement with the proposed changes. The committee members are looking forward to the Economic Development Manager position being filled, and would like the manager to complete an economic analysis of the Southern UGA. The PSC held a joint workshop meeting with the Council tonight. The Council provided the Commission with approval to move forward with launching a citywide Neighborhood Watch program on the City's website. There was also a discussion on how the Council would like to frame a Town Hall meeting on Homelessness, Opioids and Addiction. It was decided the Council would like to hear how these issues are personally affecting City residents. He attended the Housing Hope banquet and sat with County Council member Sam Low. He discussed the funding of SERS with him. He had breakfast with Bob Knight who read in the newspaper about the PSC taking on the topic of homelessness and addiction. Mr. Knight wanted to make sure the work SNODAC completed years ago would be used as a resource for this effort, and provided Councilmember Merrill with a large binder of information.

Councilmember Redmon, on February 21 attended a Leadership Snohomish County lunch with Sheriff Ty Trenary. The main points she would like to share from that lunch is the City cannot arrest its way out the drug problem. Providing access to treatment decreases crime across the board. In June 2018, a resource center will be established in the Everett Carnegie Building. It will include WorkForce access, training programs, etc. This will complement the diversion programs. 2016 was the first full year of the homeless outreach team, and the team removed 100 people from the streets. Sheriff Trenary noted the biggest problem with nuisance properties is the big banks that own them. Getting the banks to do

something about the properties is the problem. Lastly, Sherriff Trenary was glad the Parkland students were speaking up. AR-15s are tools for military and police who want to take out a shooter and survive – they are not for hunting. On February 28, as liaison to the Parks and Recreation Board, she attended their meeting. The Board is working on setting priorities, given available funding. The City Parks Department manages not only parks, but all green open space, such as the roundabout, centennial trail, and the trees and plantings along First Street. The Parks Department's work has an impact on the City's livability and economic development. Their work impacts how visitors view the City and whether they want to come here, which affects the money received through taxes to operate and provide services to residents. On March 1, she attended Leadership Snohomish County and had the opportunity to talk with officers and social workers from the Snohomish County Sherriff's Office of Neighborhoods and Everett Police Department Community Outreach and Enforcement, as well as a doctor from the Everett Community Health Center, Everett's Public Health and Safety Director and a representative of the Snohomish Health District about opioid addiction in the community. She shared this information with the Public Safety Commission researching this issue, but the main take away is safe injection sites are not viewed as a good way to handle the opioid addiction issue. On March 7, as liaison to the Planning Commission, she attending their meeting. The Planning Commission held a public hearing on revisions to the Pilchuck District regulations, with the goal of promoting development within the District. On March 13, as liaison to the Public Safety Commission, she attended their meeting. Part of the work at their meeting, culminated in the presentation at the Council workshop tonight. She thanked the Public Safety Commission and Commissioner Donna Ray for all the work dedicated to the creation of a great neighborhood watch framework. On March 8, she assisted coordinating an event with Next Generation Stanwood Camano to promote involvement of area residents younger than 40. She asked Stanwood Mayor Leonard Kelley to share how the group can have a bigger impact in the City. He suggested they get involved in volunteering in big community activities, like Kila Ha Ya Days, Movies in the Park and Citywide Clean Up. She encouraged citizens to get involved. On March 9, she met with the Policy Director of the Housing Authority of Snohomish County and asked about a tax incentive the Planning Commission had discussed recently which provides developers with a 12-year tax break for developments that include 20% affordable housing. The director stated such incentives have helped affordable housing get developed when it would not have been done otherwise. She has been working with Councilmember Sanders and Snohomish and AIM High School teachers to draft a concept for a Youth Council to make civic engagement more accessible to youth and encourage lifelong involvement. She noted the Citywide Household Cleanup Day is April 7. She asked staff if elderly or disabled residents could have their items picked up through prearrangement. It appears there may be a gifting of public funds issue if the City provides this assistance. Therefore, if community members would like to assist, or know of residents who need assistance, please contact Councilmember Redmon directly. She is also helping with Emerson Elementary School's production of Disney's Peter Pan Junior on March 30 and 31. Her daughter is playing Tinker Bell. Councilmember Countryman's grandson is playing Michael. She encouraged citizens to attend one of the performances. She will also be singing with the children in the Easter Parade.

Councilmember Countryman is liaison to the Design Review Board and Historic Downtown Snohomish. He has received many citizen complaints regarding streets in need of repair, which he has explained are scheduled to be repaired this year.

Councilmember Dana is liaison to the Planning Commission. The commission held initial discussions about how the City will plan for the County Shop site. These discussions will assist in anticipating the City's revenue needs and in preparing for development that brings revenue to the City. He thanked Planning Director Glen Pickus for the work is doing with the Commission.

10. **COUNCIL PRESIDENT'S ITEMS/REPORTS:** Council President Sanders stated the

Council is partnering with Snohomish and AIM High Schools and working with their government students to get them more involved in City government. The proposal is to bring two students from each of the classes. Through a nomination process, the students will then become a part of the Youth Council, which would be involved with the City Council and City staff. The students would be encouraged to bring forward proposals and their ideas. Students have mentioned concerns related to not enough activities in town, gun violence and homelessness. The Council is encouraging the students to get involved. At the end of the year, when the City celebrates the work of all of its Boards and Commissions, the students will also be invited to attend and make a presentation. He attended the Snohomish County Cities Public Officials meeting on March 15 at the WSU campus. He noted Councilmembers and Mayors throughout Snohomish County provided reports on activities within their jurisdictions, and it is clear Snohomish County cities and towns are all dealing with the same type of issues. The more the City can partner with other cities, the better off it will be. He explained as the Council has created its goals, it also wants to move forward on delivering those goals. Key to accomplishing this will be identifying the funding related to those deliverables. Council President Sanders will be absent at the April 3 City Council meeting.

11. CITY ADMINISTRATOR’S COMMENTS:

Mr. Schuller provided an update on the five-year (November 1, 2012 to November 1, 2017) Wastewater Treatment Plant permit. The City submitted the application for the next five-year permit on April 27, 2017. On February 26, 2018, the Department of Ecology (DOE) submitted the draft permit for the City’s review. DOE requested the City’s comments be returned to them in three weeks. Mr. Schuller had significant concerns with the new copper limit the DOE had included in the draft permit. The City did not accept the new proposal as drafted, and obtained the assistance of a consultant and specialized legal counsel. Based on the City’s response today and additional sampling, the DOE has recalculated the copper limits. He is happy to report that the renewed five-year permit (2018-2022) will not have a copper limit.

Councilmember Sanders thanked Mr. Schuller for saving the City a considerable amount of money. It is not environmentally impactful and presents no negative impacts.

Mr. Pickus stated on behalf of the Mayor, he has drafted a letter to the Puget Sound Regional Council (PSRC) regarding Vision 2050. He would like to forward the final version of the comment letter to the PSRC tomorrow and seeks the Council’s approval.

A majority of the Council approved the Mayor signing and forwarding the comment letter to the Puget Sound Regional Council.

12. MAYOR’S COMMENTS: None

13. ADJOURN at 8:27 p.m.

APPROVED this 3rd day of April 2018

CITY OF SNOHOMISH

ATTEST:

John Kartak, Mayor

Pat Adams, City Clerk