
CITY OF SEDRO-WOOLLEY

Regular Meeting of the City Council
May 23, 2018– 7:00 P.M. – Council Chambers

Call to Order

The meeting was called to order by Mayor Julia Johnson at 7:00 P.M.

Pledge of Allegiance

ROLL CALL: Present: Mayor Julia Johnson, Councilmembers: Judith Dunn Lee (absent), Germaine Kornegay, Brenda Kinzer, Pola Kelley, Chuck Owen, Karl de Jong (absent) and Jared Couch. Staff: Recorder Brue, Finance Director Nelson, Finance Director Merriman, City Supervisor/Attorney Berg, Public Works Director Freiberger, Planning Director Coleman, Fire Chief Klinger and Police Sgt. Eaton

Councilmember Kornegay moved to excuse Councilmember's Dunn Lee and de Jong. Seconded by Councilmember Kinzer. Motion carried (5-0).

Approval of Agenda

Councilmember Kinzer moved to approve the agenda. Seconded by Councilmember Owen Motion carried (5-0).

Consent Calendar

- Minutes from Previous Meeting
- Finance
 - Claim Checks #188412 to #188517 plus EFT's in the amount of \$1,029,646.07
 - Payroll Checks #59583 to #59590 plus EFT's in the amount of \$245,436.55
- Amendment to Billing Agreement with CVAA
- Proposed Interlocal Cooperative Agreement for Construction of Fiber Optic Infrastructure with Port of Skagit County
- Agreement to Assign and Assume Interagency Agreement between State of Washington, Standing ovations.

Councilmember Kelley moved to approve the consent calendar items 1-5. Seconded by Councilmember Kinzer. Motion carried (5-0).

Introduction of Special Guests and Presentations

Special Recognition – Retirement of Patsy Nelson, Finance Director

Mayor Johnson requested Patsy Nelson Finance Director to come forward and presented her with a plaque commemorating her years of service as the city's finance director from April 16, 2001 to June 15, 2018. Mayor Johnson noted Nelson has attended more than 600 council meetings. She has exemplified a high caliber work ethic and received wonderful audit ratings. Nelson was given a round of applause and a standing ovation.

Finance Director Nelson commented that she was pleased to work with an outstanding group and listed some of the accomplishments during her tenure to include a new accounting system, changing from warrants to checks and the completion of the new city hall being her greatest joy. She also listed the mountains of paperwork for the USDA loan for the city hall building financing, payoff of the public safety bond and the final payment on her last day of the Wastewater Treatment Plant bonds, as well as online utility payments and clean audits. She thanked the wonderful department heads, a great city supervisor and several mayors she has had the pleasure to work with. In closing Nelson stated she is confident that Doug Merriman will continue to lead the department in excellence. She will miss everyone (staff and citizens) but is hearing the call of Route 66.

Staff Reports

Police Sgt. Eaton – reported on a recent incident of some stolen vehicles, that involved a foot pursuit and the Public Works buildings being placed on lock down. He noted the investigation is still ongoing. Sgt. Eaton also reported on two recent large drug busts.

Fire Chief Klinger – announced the upcoming reunification drill to be held tomorrow. The drill will be staged as a hazardous materials incident.

Planning Director Coleman – reported he has been working with the soon to be property owner of the burned downtown building regarding grass mowing and fence removal.

Public Works Director Freiburger –reviewed a late materials item *Professional Services Agreement No. 2018-PS-21 for Wastewater Treatment Plant Improvements Design – Phase 1* and presented the background information. He recommended award of the agreement with Brown and Caldwell for the short term fixes and noted time is critical.

Councilmember Couch questioned the 2018 construction referenced.

Councilmember Kornegay moved to authorize Mayor Johnson to execute Professional Services Agreement No. 2018-PS-21 with Brown and Caldwell Inc. of Seattle, WA for Wasterwater Treatment Plant improvements design, including Phase 1 hydraulic system improvement for a cost not to exceed \$55,463.00. Seconded by Councilmember Couch. Motion carried (5-0).

Public Works Director Freiburger – reported on items through the Council of Governments and noted the 2017 grant request has been moved forward. It will provide an additional \$100,000 to the Jones/John Liner Scoping Study. This will federalize the entire project which means we will have to follow the federal environmental rules and other regulations. Freiburger also noted the timing issue and requested Council authorized to move forward with the application. He will bring it back for ratification at the June 13, 2018 Council meeting.

Freiburger also spoke on projects funded by Council of governance, but for future year; the SR9/Township/SR20 intersection project and the SR20 Cascade Trail Phase 2A extension. The projects have been requested to move forward with obligation of the design phase package and needs to be approved by the local program by July 31st. Freiburger requested to move forward with all three projects for the prospectus and agreement.

Councilmember Couch moved to authorized Public Works Director Freiburger to move forward with design and funding on the Jones/John Liner/Trail Road Scoping project, SR9/Township/SR20 Intersection project and the SR20 Cascade Trail Phase 2A Extension project. Councilmember Owen seconded. Motion carried (5-0).

Public Works Director Freiburger reported on the pre-construction conference for the Fruitdale Project. He noted two crews will be working and the project should be completed around the 2nd week of September. He also reported they are struggling to get two other projects done and are considering to work with a consultant for at least one project. The projects that are at risk of getting done are the sidewalk/ADA ramp project around town and the sewer project on West Bennett and Batey. Freiburger addressed grant applications submitted and another grant opportunity that will be closing on July 19th.

Councilmember Kornegay questioned the time line for sidewalks on Rhodes Road. Public Works Director Freiburger reported there is no project in design or funding for a project and it is actually within the County.

City Supervisor/Attorney Berg noted two items from the retreat for Council at the dais – Solid Waste presentation and the City's Mission, Vision and Council critical goals. He also provided an update on the Northern State Cemetery. Berg noted an invitation to a celebration of the Northern State project should be forthcoming to Council. He reported on the 1st of 2 public meetings of the EMS and noted the handout to the Council. There will be a June 4th joint meeting between the CVAA and the County Commissioners regarding the relationship between the two. A Library update was given with the next milestone being June 27th for a joint public workshop with the City Council, Library Board and public from 5-7 P.M. to review 30% complete plans.

Councilmember Couch questioned the EMS handout regarding capital expenditures and a BLS replacement ambulance for Sedro-Woolley.

Finance Director Merriman – reported he has received a well-lit torch from Patsy. He has been working for the last two weeks to glean everything he can from her before her departure and has

been working on the Bias Software to see what reports might be beneficial to the departments as well as working on a costing model for the Library to trace the costs of the project.

Councilmember and Mayor's Reports

Councilmember Kornegay – reported on a human trafficking event she recently attended at Skagit Valley College.

Councilmember Kinzer – announced the upcoming Downtown Revitalization Committee Think Tank event to be held June 14th from 6-9 P.M. She noted it is a great opportunity for interested citizens to participate in what they want their downtown to be.

Councilmember Kelley – announced the upcoming Blast from the Past to be held June 1-3 as well as some interesting things going on at the museum.

Councilmember Owen – noted how busy Riverfront Park is and spoke of the need for additional picnic shelters. He also stated he would like to see the Parks Department staffed with someone all the time and suggested the Library building, when empty, become the Parks Department. He reported that he and Mayor Johnson went to the Senior Center and had a nice visit earlier in the day.

Councilmember Couch – Sent thanks to the city staff and the city supervisors for their participation in the retreat. He spoke of staff doing a lot more with less resources.

Mayor Johnson – thanked the staff for taking time from their busy schedules to participate and prepare for the retreat as well as the Council for taking time away from their jobs and businesses. She also announced the notification of the Sedro-Woolley Housing Authority in receiving a high performance award from HUD. Mayor Johnson reported on attending the 80th Anniversary of Car Quest (Sedro-Woolley Auto Parts) and congratulated them on their milestone.
Proclamations

Public Comments

Mayor Johnson opened the public comment at 7:59 P.M.

With no comments made, Mayor Johnson closed the public comment at 7:59 P.M.

Public Hearings

Unfinished Business

New Business

2018 Comprehensive Plan Docket Amendments

Planning Director Coleman thanked the Council for listening to staff at the recent retreat. He introduced the 2018 Comp Plan docket for the first reading. He noted the 2018 docket is light and includes some zoning changes that are corrections. There are a number of city owned or school district owned properties to be changed to Public. He also spoke of some other errors, some newly acquired land and a zoning changed from mixed commercial to R7. He noted there will be two ordinances for approval at the second read. One for the comp plan and one for the zoning map.

Amendments to Residential Recreation Area Regulations – CH 17.38 SWMC

Planning Director Coleman presented background information regarding the multi development unit requirement of 8000 sq. feet for a private recreation area for a range of ages. The play areas are owned by the homeowners associations. A request has been received to change the ability to have the option to contribute to the parks reserve fund instead of build a recreational area. Coleman noted the Planning Commission had a discussion and recommended more than 4 units or less than 9 shall be required to provide a 4000 sq. ft. of outdoor recreational area. 9 units or more shall be required to provide 8000 sq. ft. of outdoor recreational area or may elect to pay \$15,000 to the park reserve fund.

Some discussion was held with no action taken.

Real Estate Donation and Use Agreement between the City and Port regarding the new park at the SWIFT Center

City Supervisor/Attorney Berg reviewed the proposed acquisition of a 15 acre park and pond from the Port at the SWIFT Center. He noted the Port will remain a partner committing to 50% of design for the parking and restroom facilities and will also share 50/50 in the costs of maintaining the pond. In exchange the Port will have access to the parking. The proposed agreement will transfer the property to the City once the property is transferred to the Port on July 1st. Berg pointed out the conceptual design of the use of the property.

Discussion ensued regarding picnic shelters, triple sink and the amount of land on the other side of the pond.

Councilmember Couch moved to authorize the Mayor to sign the attached Real Estate Donation and Use Agreement between the City and Port regarding the new approximately 15 acre park at the entrance to the SWIFT Center. Seconded by Councilmember Kinzer. Motion carried (5-0).

Information Only Items

- Annual Impact Fee Report – 12/31/2017

Good of the Order

Councilmember Kelley mentioned the flower baskets are going up tomorrow. .

Executive Session

Adjournment

With no further business the meeting adjourned at 8:19 P.M.