

**CALL TO ORDER, ROLL CALL AND PLEDGE**

The June 20, 2017, Regular Business Meeting of the Monroe City Council was called to order by Mayor Geoffrey Thomas at 7:00 p.m.; Council Chambers, City Hall.

Councilmembers present: Cudaback, Davis, Gamble, Hanford, Rasmussen, and Scarboro.

Staff members present: Adkisson, Baker, Feilberg, Haley, Hasart, Marrero, Moseley, Quenzer, Restall, Swanson, and Warthan; City Attorney Lell.

The Pledge of Allegiance was led by Councilmember Gamble.

Mayor Thomas noted, without objection, the excused absence of Councilmember Kamp. No objections were noted.

**EXECUTIVE SESSION**

1. Evaluate Qualifications of an Applicant for Public Employment [RCW 42.30.110(1)(g)] - 5 minutes

Mayor Thomas stated that, without objection, an executive session would be added to the agenda; that the Council would recess into executive session for approximately five minutes to discuss an item evaluating the qualifications of an applicant for public employment [RCW 42.30.110(1)(g)]; and read the appropriate citation into the record. No objections were noted.

*The meeting recessed into executive session at 7:02 p.m.; the session was extended for an additional ten minutes; and the meeting reconvened at 7:17 p.m.*

**ANNOUNCEMENTS/PRESENTATIONS**

1. AB17-096: Confirmation of City Administrator Appointment and Authorize Mayor to Sign City Administrator Services Contract

Mayor Thomas provided background information on AB17-096 and the application, interview, and selection process of Ms. Deborah L. Knight as City Administrator. Ms. Knight thanked the Mayor and City Council for this opportunity.

General discussion ensued regarding Ms. Knight's qualifications, experience, and Councilmember's previous interactions with Ms. Knight in both professional and community settings.

Councilmember Gamble moved to confirm the appointment of Ms. Deborah L. Knight as City Administrator; and authorize the Mayor to sign the City Administrator Services Contract with Ms. Knight, and expressly authorize further minor revisions as deemed necessary or appropriate; the motion was seconded by Councilmember Cudaback.

Discussion continued regarding Ms. Knight's qualifications, experience, and reputation within local communities.

On vote,

Motion carried (6-0).

2. Presentation: Downtown Monroe Association (J. Worthen)

Ms. Joie Worthen, Executive Director, Downtown Monroe Association, provided a quarterly report to the City Council, highlighting: new lighting/signage/improvements in Downtown Monroe; regular meetings with Mr. Ben Swanson, Community Development Director; attendance at the RevitalizeWA 2017 Conference in Ellensburg; volunteer drive; proposed "Swifts" fundraiser/scavenger hunt; and recognition by Main Street America as a national affiliate.

The Mayor and Councilmembers thanked Ms. Worthen and the Downtown Monroe Association for all their work; and commented on improvements to the downtown area, marketing, volunteering, and the "Swifts" fundraiser/scavenger hunt.

3. Proclamation: Amateur Radio Week 2017

Mayor Thomas read the proclamation into the record recognizing June 19, through June 25, 2017, as Amateur Radio Week, and encouraged residents and businesses to join in thanking Amateur Radio Operators for their service. The proclamation was presented to Mr. David Harvey of the Sky Valley Amateur Radio Club.

**COMMENTS FROM CITIZENS**

There were no persons present wishing to address City Council.

**CONSENT AGENDA**

1. Approval of the Minutes; June 13, 2017, Regular Business Meeting
2. Approval of AP Checks and ACH Payments (*Check Nos. 87967 through 88010, and ACH/EFT Payments, in a total amount of \$544,823.74*)
3. AB17-097: Resolution No. 014/2017, Adopting Six-Year Transportation Improvement Program for 2018-2023
4. AB17-098: Resolution No. 015/2017, Declaring Wellness Equipment Surplus
5. AB17-099: Ordinance No. 014/2017, Amending MMC 20.12.130, Transportation Impact Fees; Final Reading

Councilmember Hanford moved to approve the Consent Agenda; the motion was seconded by Councilmember Rasmussen. On vote,  
Motion carried (6-0).

City Clerk Adkisson read the title of Ordinance No. 014/2017 into the record.

**NEW BUSINESS**

1. AB17-100: Authorize Mayor to Sign CivicPlus Website Redesign Sales Form Contract

Mr. Ben Warthan, Human Resources Director, provided background information on AB17-100 and the proposed CivicPlus Website Redesign project; including a presentation on current usage and proposed updates.

General discussion ensued regarding page views, mobile device access, comparison to local jurisdictions, request tracking enhancements, costs, clientele, and a proposed timeline for the redesign.

Councilmember Hanford moved to authorize the Mayor to sign the CivicPlus Website Redesign Sales Form Contract; and expressly authorize any further minor revisions deemed necessary or appropriate; the motion was seconded by Councilmember Rasmussen.

Mr. Warthan responded to an inquiry regarding iOS and Android compatibility.

On vote,

Motion carried (6-0).

2. AB17-101: Ordinance No. 015/2017, Approving Worthington Heights Rezone; First Reading

Ms. Shana Restall, Senior Planner, provided background information on AB17-101 and the proposed ordinance approving the Worthington Heights Rezone. City Attorney Lell administrated the Appearance of Fairness Doctrine Questionnaire; no affirmative responses were documented for the record, and no citizen challenges were noted.

General discussion ensued regarding zoning densities, comments received, Comprehensive Plan growth targets, next steps in the approval process for Worthington Heights, and, in general, affordable housing options.

Councilmember Cudaback moved to accept as first reading Ordinance No. 015/2017, amending the City of Monroe Zoning Map to change the designation in the Worthington Heights Project Area from Urban Residential 9600 (UR 9600) to Residential 4 Dwellings per Acre (R4); setting forth supportive findings; providing for severability; and establishing an effective date; the motion was seconded by Councilmember Davis.

On vote,

Motion carried (5-0-1);

Councilmember Scarboro abstained.

**FINAL ACTION**

1. AB17-102: Ordinance No. 016/2017, Approving Skyview Final Plat & PRD; First/Final Reading

Ms. Anita Marrero, Senior Planner, provided background information on AB17-102 and the proposed ordinance approving the Skyview Final Plat and Planned Residential Development (PRD).

General discussion ensued regarding project timing and additional projects in the immediate area of the Skyview Plat and PRD, plat access/road connections, project builder, and building design/projected costs.

Councilmember Gamble moved to adopt Ordinance No. 016/2017, approving the final plat/planned residential development for the Skyview Ridge subdivision (FLPPRD-2017-01); setting forth supportive findings; providing for severability; and fixing a time when the same shall become effective; the motion was seconded by Councilmember Cudaback. On vote,

Motion carried (6-0).

**COUNCILMEMBER REPORTS**

- 1.. ~~City Council Transportation/Planning, Public Works, Parks & Recreation, and Public Safety Committee -- CANCELLED~~

Mayor Thomas noted the June 20, 2017, Transportation/Planning, Public Works, Parks & Recreation, and Public Safety Committee Meeting was cancelled.

2. Individual Reports

Councilmember Gamble commented on the end of the school year and Father's Day.

Councilmember Rasmussen commented on Father's Day and the TriMonroe Event.

Councilmember Hanford commented on Father's Day.

Councilmember Cudaback commented on Father's Day.

**STAFF/DEPARTMENT REPORTS**

1. Community Development Update

Mr. Ben Swanson, Community Development Director, noted the update included in the meeting materials, and reported on the Planning Commission Comprehensive Plan review and density/growth targets.

2. Parks & Recreation Update

Mr. David Moseley, Interim City Administrator, noted the report included in the meeting materials, and commented on the parks master planning process.

**MAYOR/ADMINISTRATIVE REPORTS**

Mr. Moseley commented on the confirmation of Ms. Knight as City Administrator.

- 1. Monroe This Week (*June 16, 2017, Edition No. 24*)

Mayor Thomas noted the inclusion of Monroe This Week, VIII, Edition No. 24, in the agenda packet and reported on attendance at the followings events: Puget Sound Regional Council Economic Development District meeting, SR522 transportation budget/design planning meeting, and Father's Day event at Lake Tye Park.

- 2. Lobbyist Report – Green Light Strategies

*No report was given at the time of the meeting.*

- 3. Draft Agenda for June 27, 2017, Regular Business Meeting

Mr. Moseley reviewed the draft agenda for the June 27, 2017, Monroe City Council Regular Business Meeting, the extended agenda, and additions/edits thereto; and noted the cancellation of the July 4, 2017, Regular Business Meeting due to the Independence Day holiday. Mayor Thomas noted, at the request of Council, a discussion on affordable housing would be added to the July 11, 2017, agenda.

**ADJOURNMENT**

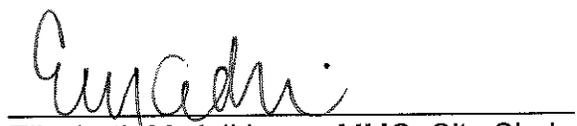
There being no further business, the motion was made by Councilmember Rasmussen and seconded by Councilmember Davis to adjourn the meeting. On vote,  
Motion carried (6-0).

**MEETING ADJOURNED: 8:50 p.m.**




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Geoffrey Thomas, Mayor




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Elizabeth M. Adkisson, MMC, City Clerk

*Minutes approved at the Regular Business Meeting of June 27, 2017.*