



MONROE CITY COUNCIL

Regular Business Meeting
Tuesday, June 23, 2020, 7:00 P.M.
Zoom Online Meeting Platform

Mayor
Geoffrey Thomas

Councilmembers
*Ed Davis, Mayor Pro Tem;
Patsy Cudaback; Kevin Hanford;
Jason Gamble, Jeff Rasmussen;
Kirk Scarboro, & Heather Rousey*

MEETING MINUTES

CALL TO ORDER

1. Virtual Participation Information

The City Council meeting was held virtually via Zoom Meeting. Due to the COVID-19 pandemic, and Proclamation 20-28.4 issued by Governor Jay Inslee, in-person attendance is not permitted at this time.

The meeting was called to order by Mayor Thomas at 7:00 p.m.

ROLL CALL

Councilmembers present:

Davis, Cudaback, Hanford¹, Gamble, Rasmussen, Scarboro, and Rousey

Staff present:

Pfister, Knight, Swanson, Feilberg, Roberts, Farrell, Adams, Christian, Johns, Warthan, Huebner, and City Attorney Lell.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilmember Gamble.

At the request of Brad Feilberg, Public Works Director, the Council agreed to hear Public Comments and the Consent Agenda before the scheduled Executive Session.

PUBLIC COMMENTS

This time is set aside for members of the public to speak to the City Council on any issue related to the City of Monroe; except any quasi-judicial matter subject to a public hearing. Three minutes will be allowed per speaker.

There were no comments from the public.

CONSENT AGENDA

1. Approval of AP Checks and ACH Payments
2. AB20-082: Approval of 2021 Budget Development Calendar (B. Hasart)
3. AB20-083: Accept Project/Begin Lien Period for 2019 Annual Road Maintenance Project (S. Peterson)
4. AB20-084: Authorize Mayor to sign Contract with Garland DBS, Inc. for the Monroe Boys and Girls Club Roof Retrofit Project (J. Roberts)
5. AB20-085: Resolution 008/2020 Adopting the 2021-2026 Transportation Improvement Plan (S. Peterson)
6. AB20-086: Ordinance 006/2020 Amending MMC 3.54.130, Transportation Impact Fees, Final Reading (S. Peterson)
7. AB20-087: Authorize Preparation of Plans and Specifications/Solicitation of Bids for 147th Signal and Authorize Mayor to sign Local Agency Agreement (S. Peterson)

Mayor Thomas noted a request to remove Item No. 4 from the Consent Agenda. There were no objections.

¹ Councilmember Hanford joined the meeting at 7:04 p.m.



MONROE CITY COUNCIL

Regular Business Meeting
Tuesday, June 23, 2020, 7:00 P.M.
Zoom Online Meeting Platform

Mayor
Geoffrey Thomas

Councilmembers
*Ed Davis, Mayor Pro Tem;
Patsy Cudaback; Kevin Hanford;
Jason Gamble, Jeff Rasmussen;
Kirk Scarboro, & Heather Rousey*

Councilmember Gamble moved to approve Consent Agenda items 1-3 and 5-7. The motion was seconded by Councilmember Hanford. On vote, motion carried 7-0.

Councilmember Rasmussen read the following statement:

I would like to disclose for the record that I am employed by the Boys & Girls Club, where my compensation is comprised of fixed wages or a salary. The Boys & Girls Club is not the entity with which the City is proposing to contract under this agenda bill, but the work authorized by the proposed contract would affect a facility operated by the Boys & Girls Club. Accordingly I have, at most, a "remote interest" in the proposed contract. For this reason, out of an abundance of caution and to ensure full transparency, I am recusing myself from participation in the City Council's deliberations and vote on this matter. For the record, I have not attempted to influence the vote of any other Council Member regarding this issue in any manner. I would respectfully ask that the City Clerk note this recusal in the official minutes. Thank you.

Councilmember Hanford moved to approve Consent Agenda Item No. 4. The motion was seconded by Councilmember Cudaback. On vote, motion carried 6-0.

EXECUTIVE SESSION

1. To discuss property acquisition pursuant to RCW 42.30.110(1)(b); and to discuss potential litigation pursuant to RCW 42.30.110(1)(i).

Mayor Thomas noted the need for an Executive Session and read the following statement:

Pursuant to RCW 42.30.110(1)(b) and RCW 42.30.110(1)(i), the City Council will now convene an executive session for the purpose of discussing property acquisition and potential litigation with legal counsel. The executive session will last approximately 15 minutes. For purposes of the executive session, the Council will leave the current, publicly accessible Zoom meeting and will join a new Zoom meeting, the dial-in information for which has been separately provided to the Council Members. The City Council will immediately re-join the publicly accessible Zoom meeting at the conclusion of the executive session. I will notify the City Clerk if the executive session has been extended.

The meeting recessed to executive session at 7:12 p.m. for 15 minutes.

At 7:27 p.m. the executive session was extended to 7:30 p.m.

At 7:30 p.m. the executive session was extended to 7:35 p.m.

The executive session ended at 7:33 p.m.

The meeting reconvened to regular session at 7:35 p.m.

PUBLIC COMMENTS

Mayor Thomas provided an additional opportunity for public comments.

There were no comments from the public.

UNFINISHED BUSINESS

1. AB20-088: East Monroe Property Appraisal and Acquisition (D. Knight)

Councilmember Scarboro read the following statement:

Mr. Mayor, I would like to read a brief statement before the City Council addresses the next business item, which involves the Council's decision of whether to commission a further appraisal and/or take other, related action concerning the City's potential acquisition of the East Monroe property. I would like to



MONROE CITY COUNCIL

Regular Business Meeting
Tuesday, June 23, 2020, 7:00 P.M.
Zoom Online Meeting Platform

Mayor
Geoffrey Thomas

Councilmembers
*Ed Davis, Mayor Pro Tem;
Patsy Cudaback; Kevin Hanford;
Jason Gamble, Jeff Rasmussen;
Kirk Scarboro, & Heather Rousey*

acknowledge for the record that my residence is located approximately 150 feet from the boundary of the property in question. While I do not believe that I have any cognizable interest in the outcome of the City Council's decision tonight, I am voluntarily recusing myself from the City Council's discussion and vote on this matter in order to completely avoid any appearance of impropriety. I will therefore leave the current Zoom meeting now, and I will rejoin the meeting after the City Clerk notifies me that this agenda item has been completed. Thank you.

Deborah Knight, City Administrator, led Council through a PowerPoint presentation highlighting the following topics:

- Request for consideration
- Property map
- Appraisal
- Funding property acquisition
- Fiscal Impacts
- Alternatives

Discussion ensued relating to the following: grant timeline; appraisal timeline; WSDOT; culverts; and other city projects competing for funds.

Council directed staff to continue efforts to secure grant funding; and consider conducting a new appraisal if grant funds are secured to ensure the appraisal will be valid at the time of purchase.

Councilmember Scarboro rejoined the meeting at 7:59 p.m.

NEW BUSINESS

1. AB20-089: Approve Republic Services Contract Amendment No. 3, Sustainability Surcharge (B. Hasart)

Becky Hasart, Finance Director, provided background information on AB20-089 and noted prior presentations to the City Council Finance Committee. Ms. Hasart explained the policy considerations related to the franchise agreement; and detailed the fiscal impacts.

Discussion ensued related to the following topics: alternatives from Republic Services; recycling services; garbage rates; recyclable items; and shipping of materials.

Councilmember Rousey moved to approve Amendment No. 3 to the Republic Services Contract imposing a sustainability surcharge for solid waste services. The motion was seconded by Councilmember Hanford. On vote, motion carried 7-0.

2. AB20-090: Ordinance 007/2020 Establishing 2.06 MMC, Limited Commission Officers, First Reading (B. Swanson)

Ben Swanson, Community Development Director, provided background information on AB20-090 and briefed the Council on increased code enforcement efforts; goals developed during the department's code enforcement Lean process; and gave an overview of Limited Commission Officers duties and authority.



MONROE CITY COUNCIL

Regular Business Meeting
Tuesday, June 23, 2020, 7:00 P.M.
Zoom Online Meeting Platform

Mayor
Geoffrey Thomas

Councilmembers
*Ed Davis, Mayor Pro Tem;
Patsy Cudaback; Kevin Hanford;
Jason Gamble, Jeff Rasmussen;
Kirk Scarboro, & Heather Rousey*

Councilmember Rasmussen moved to accept first reading of 2.06 MMC, Limited Commission Officers, providing for severability; and establishing an effective date. The motion was seconded by Councilmember Hanford. On vote, motion carried 7-0.

3. AB20-091: Resolution 007/2020 Establishing the Community Human Services Advisory Board (CHSAB), formally known as the Homelessness Policy Advisory Committee (HPAC) (D. Knight)

Rachel Adams, Project Manager for HPAC Implementation and Service Provider Coordinator, provided background information on AB20-091 and led Council through a PowerPoint presentation highlighting the following topics:

- Requested action
- Engagement of partners: CHSAB, Technical Advisory Committee (TAC), and Homelessness Response Group (HRG)
- Future state
- Responsibilities and duties of the CHSAB

Mayor Thomas thanked Ms. Adams for her efforts.

Councilmember Rasmussen moved to approve Resolution 007/2020 establishing the Community Human Services Advisory Board, formerly known as the Homelessness Policy Advisory Committee, as a standing Committee. The motion was seconded by Councilmember Cudaback. On vote, motion carried 7-0.

4. AB20-092: Resolution 009/2020 Amending the Master Fee Schedule (B. Hasart)

Becky Hasart, Finance Director and Interim City Clerk, provided background information on AB20-092, and gave an overview of the proposed changes. Ms. Hasart noted that additional updates would be presented later in the year.

Councilmember Rasmussen moved to approve Resolution 009/2020, amending the City of Monroe Master Fee Schedule, and fees, fines, penalties, interest, and charges for 2020. The motion was seconded by Councilmember Hanford. On vote, motion carried 7-0.

5. AB20-093: Ordinance 009/2020 an Interim Ordinance to allow Temporary use of Private Property/Parking Areas for Outdoor Dining (B. Swanson)

Mr. Swanson provided background information on AB20-093, reviewed previous Council discussion, and noted intentions of the proposed Ordinance.

Discussion ensued related to the following topics: neighboring properties; potential use of a portion of Blakely St as additional seating opportunities; and permitting and fees.

Councilmember Hanford moved to adopt Ordinance No. 009/2020, adopting interim ordinance in response to the COVID-19 pandemic temporarily authorizing existing food and beverage establishments to use private parking areas and sidewalks for outdoor dining; establishing an expiration date consistent with RCW 36.70A.390; and fixing and effective date. The motion was seconded by Councilmember Gamble. On vote, motion carried 7-0.



MONROE CITY COUNCIL

Regular Business Meeting
Tuesday, June 23, 2020, 7:00 P.M.
Zoom Online Meeting Platform

Mayor
Geoffrey Thomas

Councilmembers
*Ed Davis, Mayor Pro Tem;
Patsy Cudaback; Kevin Hanford;
Jason Gamble, Jeff Rasmussen;
Kirk Scarboro, & Heather Rousey*

COUNCILMEMBER REPORTS

Councilmember Gamble commented on the recent vehicle parade for 2020 graduates; and thanked Chief Jolley and his Department for their help with the event.

Councilmember Rousey also commented on graduate parade.

STAFF/DEPARTMENT REPORTS

1. Economic Development (D. Knight)

Ms. Knight noted the report included in the packet materials; and led a PowerPoint presentation highlighting the following topics:

- Annual business survey
- Restaurant groups looking for space
- Major manufacturers open in Monroe
- Small business grant program
- Efforts by James Palmer, Economic Specialist, to visit downtown businesses

2. Human Resources/IT (B. Warthan)

Ben Warthan, Human Resources/IT Director, reviewed the report included in the packet materials.

3. Homelessness Policy Advisory Committee (HPAC) (D. Knight)

Ms. Knight reviewed the report included in the packet materials; and noted that staff is working with Compass Health on efforts to bring them back to Monroe.

MAYOR/ADMINISTRATIVE REPORTS

1. City Administrator Update (D. Knight)

Ms. Knight led Council through a PowerPoint presentation highlighting the following topics:

- Special meeting of the Public Safety Committee on July 21
- Legislative Affairs Committee meeting on July 14
- Gateway and wayfinding signs update
- Face coverings to be distributed to eligible residents and non-profits
- Median flowers planted by city staff
- Meeting with city's lobbyist regarding capital budget requests

Councilmember Scarboro noted that he will not be available on July 14.

2. Mayor's Update

- Monroe This Week (June 19, 2020, Volume 6, Edition 23)
- Proclamation: Amateur Radio Week

Mayor Thomas reported on a meeting earlier in the day with Congresswoman DelBene; and commented on the city's next steps related to diversity and inclusion.



MONROE CITY COUNCIL

Regular Business Meeting
Tuesday, June 23, 2020, 7:00 P.M.
Zoom Online Meeting Platform

Mayor
Geoffrey Thomas

Councilmembers
*Ed Davis, Mayor Pro Tem;
Patsy Cudaback; Kevin Hanford;
Jason Gamble, Jeff Rasmussen;
Kirk Scarboro, & Heather Rousey*

ADJOURNMENT

There being no further business, the motion was made by Councilmember Scarboro and seconded by Councilmember Rasmussen to adjourn the meeting. On vote, motion carried 7-0.

MEETING ADJOURNED: 8:46 p.m.

Handwritten signature of Geoffrey Thomas in black ink.

Geoffrey Thomas, Mayor

Handwritten signature of Gina Pfister in black ink.

Gina Pfister, Deputy City Clerk