

**CITY COUNCIL  
BUSINESS/STUDY SESSION MINUTES  
August 23, 2011**

The Business/Study Session of the Monroe City Council was held on August 23, 2011, in the Council Chambers at City Hall. Mayor Robert Zimmerman called the meeting to order at 7:00 p.m.

Councilpersons present: Balk, Kamp, Tuttle, Stima, Williams, and Goering.

Councilperson(s) absent: Cudaback

Staff present: Brazel, Feilberg, Quenzer, Nelson, Popelka, and Martinson.

City Attorney Zach Lell was not present.

The meeting was opened with the Pledge of Allegiance.

**COMMENTS FROM CITIZENS**

No citizens wished to address Council.

**BUSINESS & ACTION ITEMS**

**ANNOUNCEMENTS & PRESENTATIONS**

**2010 Wastewater Treatment Plant Outstanding Performance Award**

Mayor Zimmerman explained that this item would be rescheduled for September 6, 2011, so staff members could be present.

**CONSENT AGENDA**

As they are employed by the School District, Councilpersons Balk and Tuttle recused themselves and left Council chambers at 7:03 p.m.

The motion was made by Councilperson Goering and seconded by Councilperson Kamp, to approve the Consent Agenda. On vote,

Motion carried 4/0.

Items approved: 1) Memorandum of Understanding and Interagency Agreement with Monroe School District for School Resource Officer Services.

Councilpersons Balk and Tuttle returned to Council Chambers.

**FINAL ACTION**

**Resolution Supporting Community Transit Route Alternative II**

City Administrator Brazel gave a brief update and explained that the proposed resolution in support of Community Transit Route Alternative II was created at Council's request.

After comments, the motion was made by Councilperson Goering and seconded by Councilperson Kamp, to adopt a resolution of the City Council of the City of Monroe,

Washington, supporting Community Transits proposed 2012 System Change Alternative II, as read into the record by Mayor Zimmerman. On vote,

Motion carried 6/0.

COUNCIL RECESSED AND RECONVENED INTO STUDY SESSION: 7:06 p.m.

### **STUDY SESSION ITEMS**

**West Main Street Corridor: A. Comprehensive Plan Amendment – CPA2008B; B. Zoning Code Amendment – ZCA2010-02; C. West Main Corridor Rezone – RCA2010-04**

Permit and Planning Manager Paul Popelka gave a presentation updating Council on the West Main Street Corridor project. He gave an overview of the four-year project and explained the sequence of steps needed to go through process, change the plan, and rezone districts. He showed the proposed zoning map and explained each zoning change. He explained that the changes meet all regulations and addresses and satisfies what Council asked for four years ago. He then explained the Planning Commission's recommendation.

After discussion, it was determined that this item would come back with the changes proposed by Council.

It was noted that the agenda sequence would change, to allow related items to be presented concurrently (Study Session #3, would be moved to follow Study Session #1).

### **Zoning Code Changes: Amendments to Chapter 18 of the Monroe Municipal Code (ZCA200903)**

Permit and Planning Manager Popelka explained that this proposal brings together two zoning amendment projects (ZCA 2009-03 and ZCA 2010-04), with specific regulations for both the newly created Mixed Use districts, as well as other general zoning requirements. These amendments define city-wide revisions and additions to bulk zoning regulations, including site development standards, parking, landscaping and signage, and also establish specific regulations for the Mixed Use zones.

This proposal also includes Infill Standards and Design Guidelines for development of the Mixed Use Commercial and Mixed Use Neighborhood Center mixed use zones in the West Main Street Corridor.

Council commented about setbacks and the preference to not allow parking in front of buildings. This item will return to Council on September 13<sup>th</sup> in the form of an ordinance for adoption.

**Comprehensive Plan Amendments: A. Monroe School District No. 103 Capital Facilities Plan; B. 2010-2015, Addendum to the City of Monroe Comprehensive Transportation Plan; C. Addendum to the City of Monroe 2008 Water System Plan; D. Addendum to the City of Sanitary Sewer System Plan; E. Addendum to the City of Monroe Stormwater System Plan; F. Amendments to the Capital Facilities Element and the Transportation Element of the City of Monroe Comprehensive Plan (CPA2011-02 and CPA2011B)**

As they are employed by the Monroe School District, Councilpersons Balk and Tuttle recused themselves and left Council Chambers at 8:42 p.m.

Public Works Director Feilberg explained that the Monroe School District had asked the City to update their Capital Facilities Plan regarding the School District facilities, to meet their new growth projections. Their Capital Facilities Plan is what the City bases their school facilities mitigation fees on for developers. The changes are consistent with the Growth Management Act and Monroe Municipal Code. There are no dramatic changes.

Councilpersons Balk and Tuttle returned to Council Chambers at 8:43 p.m.

Director Feilberg explained that the Utility and Transportation Systems Plans in Monroe were based on population projections that were not realized, due to the economy. The lower population projections allowed the City to push out capital improvement projects to future dates. The Wastewater Treatment Plant (WWTP) improvements were pushed out to 2025 (from 2014). He explained that the Planning Commission held a public hearing on July 11<sup>th</sup> and gave their recommendations to Council.

After discussion and questions, it was determined that this item would come back to Council on September 13<sup>th</sup> for final action.

Director Feilberg explained that the Comp Plan amendment pertaining to East Monroe was not in the Council packet for action, due to an unexpected problem. There had been a misunderstanding where they thought the applicant hadn't paid the fees, when they actually had. He explained the history of the correspondence with the applicants. It is too late to be able to have it ready for this year's Comp Plan amendments. Due to the City's error, they are trying to speed up 2012 Comp Plan amendment items. The plan is to complete 2011 amendments now and then to work quickly on the Airport and East Monroe items in early 2012.

After discussion, it was determined that staff would bring a resolution to Council on September 13<sup>th</sup>, to temporarily suspend the Comp Plan deadlines, to allow early processing of 2012 amendments.

**Further Discussion: Possible Code Amendment for Utility Vacancy**

Finance Director Dianne Nelson gave a brief overview explaining that, on July 12<sup>th</sup>, Council had asked for additional information about utility vacations. She couldn't determine from an old ordinance why the City didn't allow more than three months for vacation on utilities. State law doesn't allow preferential treatment unless it's for a whole class. She explained that low income seniors/disabled and Parks could be allowed as special groups and gave the breakdown on the revenue that could be lost allowing longer vacations of utilities.

After discussion, it was determined that an ordinance would be prepared for adoption allowing up to 180 days vacation of utilities for low income senior/disabled and the Parks Department.

City Administrator Brazel brought Council's attention to an e-mail message to Council from Jon Raduenz, from Northwest Riders Wakeboard Tournament, thanking them for the use of the park facilities for the wakeboard tournament. Lake Tye was perfect for what they wanted to do and they hope they are able to come back next year.

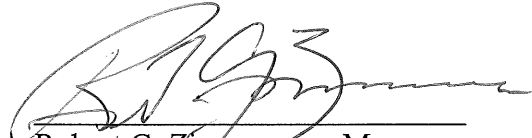
**Draft Agenda/September 6, 2011 Council Business Meeting**

City Administrator Brazel presented the draft agenda for September 6, 2011.

Mayor Zimmerman stated that they would definitely have executive session, too.

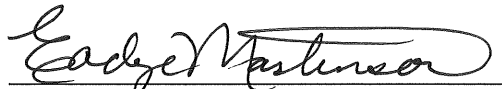
Councilperson Stima reminded Council that the Fair starts on Thursday. He also reported on the French Creek Slough meeting and stated that next year the City's portion will probably go up \$10,000.

MEETING ADJOURNED: 9:31 p.m.



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Robert G. Zimmerman, Mayor



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Eadye Martinson, Deputy City Clerk