

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

The April 9, 2019, Regular Business Meeting of the Monroe City Council was called to order by Mayor Thomas at 7:00 p.m.; Monroe City Hall, Council Chambers.

Councilmembers present: Cudaback, Davis, Kamp, Rasmussen, and Scarboro.

Staff members present: Baker, Feilberg, Hasart, Jolley, Marrero, Restall, Swanson, and Warthan; and City Attorney Lell.

The Pledge of Allegiance was led by Councilmember Davis.

**ANNOUNCEMENTS/PRESENTATIONS**

1. Proclamation: National Prescription Drug Take Back Day

Mayor Thomas read a proclamation into the record recognizing April 27, 2019, as National Prescription Drug Take Back Day and encouraging Monroe's residents and businesses to safely and responsibly dispose of unused and expired prescriptions.

2. AB19-054: Monroe School District – Emergency Kits

Mr. Rick Weber, Monroe Public School Foundation Board Member, provided information regarding emergency kits.

**PUBLIC COMMENTS**

The following person spoke regarding AB19-075/Ordinance No. 005/2019 and wireless regulations: Mr. Devendra Maharaj.

**CONSENT AGENDA**

1. Approval of the Minutes: March 26, 2019, Business Meeting
2. Approval of AP Checks and ACH Payments (*Check Nos. 89799 through 89838, P-Card, and AP ACH payments, in a total amount of \$658,075.15*)
3. Approval of Payroll Warrants and ACH Payments (*Check Nos. 35877 through 35902, Direct Deposits, and AP ACH payments, in a total amount of \$1,287,647.19*)
4. AB19-071: Resolution No. 007/2019, Adopting City of Monroe Public Records Act Policy
5. AB19-072: Authorize Mayor to Sign GIS Software Contract with Esri
6. AB19-073: Authorize Mayor to Sign 2019 Concessionaire Agreement
7. AB19-074: Authorize Mayor to Sign Interlocal Cooperative Agreement with City of Sultan for Municipal Resources

Councilmember Rasmussen moved to approve the consent agenda; the motion was seconded by Councilmember Scarboro. On vote,  
Motion carried (5-0).

**NEW BUSINESS**

1. AB19-075: Ordinance No. 005/2019, Amending Monroe Municipal Code (MMC), Repealing Titles 17 through 21 and Replacing with Title 22, Unified Development Regulations (UDR); First Reading

Ms. Shana Restall, Principal Planner, provided background information regarding AB19-075; including proposed sections repealed, major changes, and proposed adoption of the Unified Development Code. General discussion ensued regarding proposed sign code regulations.

Councilmember Rasmussen moved to accept as first reading Ordinance No. 005/2019, repealing in full Monroe Municipal Code (MMC) Title 17: Subdivisions, Title 18: Planning and Zoning, Title 19: Shoreline Management, Title 20: Environment, and Title 21: Development Review Procedures, containing existing development regulations; adding new MMC Title 22, Unified Development Regulations; establishing substantive and procedural standards regulating land use, zoning, subdivision, design standards, annexations and land use development within the City; providing for severability; and establishing an effective date; the motion was seconded by Councilmember Cudaback. On vote,

Motion carried (5-0).

2. AB19-076: Ordinance No. 006/2019, Amending MMC 13.04 and 13.08 Affordable Housing Utility Capital Fees; First Reading

Mr. Brad Feilberg, Public Works Director, provided background information on AB19-076 and the proposed ordinance amending Affordable Housing Utility Capital Fees.

Councilmember Rasmussen moved accept as first reading Ordinance No. 006/2019, amending Monroe Municipal Code Chapter 13.04, Water Regulations, Rates, and Charges, and Chapter 13.08, Sewer System Regulations; providing for reduced system development charges for affordable housing in the downtown commercial zone, providing for severability; and establishing an effective date; the motion was seconded by Councilmember Cudaback. On vote,

Motion carried (5-0).

3. AB19-077: Ordinance No. 007/2019, Amending MMC 10.08, Vehicles and Traffic, re Main Street Speed Limit; First Reading

Mr. Feilberg provided background information on AB19-077, the proposed ordinance amending the Main Street speed limit, and an update to the ordinance regarding time of snow removal.

Councilmember Scarboro moved to accept as first reading Ordinance No. 007/2019, amending Monroe Municipal Code (MMC) Chapter 10.08, Vehicles and Traffic, amending the applicable time periods for local speed

limits on Main Street, providing for severability; and establishing an effective date; the motion was seconded by Councilmember Rasmussen. On vote,  
Motion carried (5-0).

4. AB19-078: Ordinance No. 008/2019, Amending MMC Title 12 re Sidewalk Maintenance; First Reading

Mr. Feilberg provided background information on AB19-078.

Councilmember Davis moved to accept as first reading Ordinance No. 008/2019, amending Monroe Municipal Code Chapter 12.12, Sidewalk Construction and Maintenance; adopting Chapter 12.14, Sidewalk Maintenance; providing for severability; and establishing an effective date; the motion was seconded by Councilmember Rasmussen. On vote,  
Motion carried (5-0).

### **FINAL ACTION**

1. AB19-079: Award Request for Proposals (RFP) and Authorize the Mayor to Sign Contract for Police Department Organizational Assessment

Police Chief Jeff Jolley provided background information on AB19-079, the RFP process, and selected provider to perform the Police Department Organizational Assessment.

Councilmember Scarboro moved to award the Police Department Organizational Assessment Request for Proposals to MATRIX; authorize the Mayor to sign the contract with MATRIX, and expressly authorize further minor revisions to the contract as deemed necessary or appropriate; the motion was seconded by Councilmember Rasmussen. On vote,  
Motion carried (5-0).

2. AB19-080: Resolution No. 008/2019: Approving Shoreline Variance for River's Edge WA, LLP

City Attorney Lell administer the Appearance of Fairness Doctrine questionnaire to Council; there were no affirmative responses and no challenges from the public. Ms. Anita Marrero, Senior Planner, provided background information on AB19-080, the proposed ordinance, and associated shoreline variance for the River's Edge WA, LLP project.

Councilmember Rasmussen moved to approve Resolution No. 008/2019, granting the River's Edge Shoreline variance (SLVR2018-01); adopting the Hearing Examiner's Findings of Fact, Conclusions of Law, Recommendations, and Conditions of Approval; and establishing an effective date; the motion was seconded by Councilmember Davis. On vote,  
Motion carried (5-0).

**COUNCILMEMBER REPORTS**

1. City Council P4 Committee Update

Councilmember Rasmussen reported on the items discussed at the March 2019 Transportation/Planning, Public Works, Parks & Recreation, and Public Safety (P4) Committee Meeting; including: direction for campus sites, affordable housing, and sidewalk policy.

**STAFF/DEPARTMENT REPORTS**

1. Human Resources/Information Technology Update

Mr. Ben Warthan, Human Resources Director, noted the report included in the meeting materials and provided an update on open positions and retirements.

2. Parks & Recreation Update

Mayor Thomas noted the need for the selections of a councilmember to sit on the Arts Selection Committee. Councilmember Rasmussen noted he would be interested in continued service in this regard. No objections were noted.

3. Police Update

Chief Jolley noted the most recent update included in the meeting materials and provided an update on the following topics: community outreach team, patrol activities, community events, personnel updates, department numbers, and upcoming Tip-A-Cop fundraiser and auction.

4. Public Works Update

Mr. Feilberg noted the report included in the meeting materials and provided an update on the following topics: water line replacement, sweeper work, and an Emergency Management Intern, Mr. Brad Kavanagh.

**MAYOR/ADMINISTRATIVE REPORTS**

1. City Administrator Update

Ms. Knight provided an update on the following topics: Vision 2050, community solar workshop, water saver kits, Cascade Loop ad, extended agenda, and upcoming workshop retreat.

2. Mayor's Update/Monroe This Week

Mayor Thomas noted meetings attended in the previous week and the first Homelessness Policy Advisory Committee (HPAC) meeting.

**EXECUTIVE SESSION**

- 1. Agency Litigation [RCW 42.30.110(1)(i)] – 10 minutes
- 2. Personnel Matters [RCW 42.30.110(1)(g)] – 5 minutes

Mayor Thomas stated the Council would recess into executive session for approximately fifteen minutes total to discuss Agency Litigation [RCW 42.30.110(1)(i)] and to evaluate the qualifications for public employment or to review the performance of a public employee (Personnel Matters) [RCW 42.30.110(1)(g)]; and read the appropriate citations into the record.

*The meeting recessed into executive session at 8:36 p.m.; was extended for an additional forty minutes; and the meeting reconvened at 9:31 p.m.*

Councilmember Rasmussen moved to add an item to the agenda regarding Amendment No. 1 to the Letter of Agreement with Forterra; the motion was seconded by Councilmember Davis. On vote,

Motion carried (5-0).

Councilmember Rasmussen moved to authorize the Mayor to sign Amendment No. 1 to the Letter of Agreement with Forterra in an amount not to exceed \$22,500 for the land use zoning analysis and construction cost estimate; the motion was seconded by Councilmember Davis.

Discussion ensued regarding amendment, total cost, and budget.

On vote,

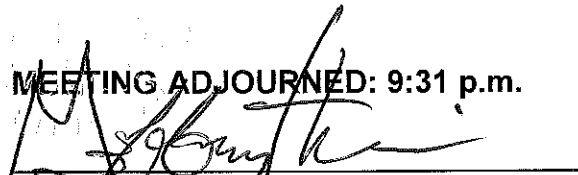
Motion carried (5-0).

**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 (5-0).

**MEETING ADJOURNED: 9:31 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 April 23, 2019.*