

**CITY COUNCIL
STUDY SESSION MINUTES
January 22, 2013**

The Study Session of the Monroe City Council was held on January 22, 2013, in the Council Chambers at City Hall. Mayor Zimmerman called the meeting to order at 7:00 p.m.

Councilpersons present: Goering, Cudaback, Williams, Kamp, Davis, and Gamble.

Councilperson(s) absent: Hanford.

Staff members present: Feilberg, Roberts, Lande, Nelson, Warthan, Farrell, Quenzer, Ginnard, Willis, Popelka, Sax, and Martinson.

Staff member absent: Brazel

Student Representative Harano was present.

City Attorney Zach Lell was not present.

The meeting was opened with the Pledge of Allegiance.

COMMENTS FROM CITIZENS

Hannah Lunstrum, 12825 Ingraham Road, Monroe, gave a brief overview regarding the new cold weather shelter and presented handouts. She thanked PW Director Feilberg, the City, Police Department, Fire Department churches, and volunteers for their involvement. Please keep the homeless population in mind with decision Council makes.

BUSINESS & ACTION ITEMS

ANNOUNCEMENTS & PRESENTATIONS

1. Audit Exit Conference

Audit Lead Brian Goldrick introduced Audit Supervisor Jayne Bentler, and presented the Financial Statement Audit Report. There were no "Findings" or deficiencies. The review process is in place and they wanted to reiterate that the City has addressed the items noted.

Mr. Goldrick congratulated the City for addressing the issues that were noted from 2009. The next scheduled audit is 2013. The city is eligible to go through a two-year cycle, due to the low risk. The estimated cost for the next audit is \$41,000.

CONSENT AGENDA

1. Authorize Mayor to Sign Contract with Cascade Materials and Aggregates for Biosolids Management for the Wastewater Treatment Plant (WWTP)

After a question on this item was answered, the motion was made by Councilperson

Cudaback and seconded by Councilperson Goering, to authorize the mayor to sign the contract with Cascade Materials and Aggregates for biosolids management for the WWTP upon full execution of required backup documentation. On vote,

Motion carried 6/0.

NEW BUSINESS

1. 2013 Goals

A. Police Department

Chief Quenzer gave a presentation asking that a sales tax increase of 2/10 of 1% go to the voters. He explained the reason for the need for an increase, including the cost of the unexpected large investigations, the expense to replace officers who are leaving the department; improvements that are needed in the evidence room and impound lot to meet accreditation standards, and their goal to enter invest in the program that would provide a customizable Policy and Procedure manual.

Mayor Zimmerman expressed his thoughts on how the sales tax increase will help to keep citizens safer and go toward goal of Monroe having the premier police department in Snohomish. A sales tax increase would keep it from falling just on the property owners. He would support and vote for this increase.

B. Parks & Recreation Department

Parks & Recreation Director Farrell gave an overview of his goals for the Parks Department. He explained the need to update the Park Plan, to support the exciting opportunities and events that have been proposed. More information on the update process will be forthcoming.

He explained some of the proposed events, including a music festival being proposed for Lake Tye park. The theme is "Dare to Dream, Follow Your Dreams". He noted some of the professional musicians are who have shown interest in coming to Monroe. The costs would be \$50,000 or less. They expect to recover the costs through ticket sales, concessions, and sponsorships.

Director Farrell also reported on the proposed citizen-initiated renovation of the skate park and introduced Todd Yingling and Aris Williams, who came to him separately to suggest the improvements. He read a letter from the Park Board in support of the proposed renovations. He explained the funding for the improvements and the proposed features of the renovations and asked for Council's support in the proposals.

Mayor Zimmerman commented on the proposed changes and the people it would draw to the community. The skateboard park renovation would complement the wake board park. The Cadman improvements would complement the Sky River Park. He also noted that he and Economic Development Manager Sax are scheduled to meet with the Chamber and others

to ask for their support.

After discussion, the motion was made by Councilperson Goering to authorize budgetary authority up to \$50,000 for the 2013 music festival. The motion died, due to lack of a second.

It was determined that Director Farrell would return with additional information on the music festival costs and a more complete description of the process.

Economic Development Manager Sax commented that Keith Brock is a professional concert planner, besides being a musician. Other professional musicians are interested, and local musicians would also participate. It would be a celebration of Monroe. A low-risk endeavor and good opportunity to do something fun for our town.

2. Approval of Letter of Intent Expanding City of Monroe Water Service Area to Encompass Sky Meadow Water Association Boundaries

Public Works Director Feilberg gave a brief overview explaining that Sky Meadow Water recently sent a Letter of Intent proposing that the City of Monroe take over their service area.

After discussion, the motion was made by Councilperson Cudaback and seconded by Councilperson Davis, to authorize Mayor to sign the Letter of Intent dated January 16, 2013, from the City to Sky Meadow Water Association.

After further questions, the motion was on the floor to authorize mayor to sign letter of intent. On vote,

Motion carried 6/0.

FINAL ACTION

1. Approve Address and Street Name Master Plan

Public Works Director Feilberg gave a brief overview explaining the current method used for addressing new neighborhoods in Monroe. Some properties have either three- or four-digit City grid addresses. Some have the County grid five-digit addresses. They need to determine how to address the Dennis Addition, which is surrounded by the City grid.

After discussion, the motion was made by Councilperson Goering and seconded by Councilperson Kamp, to approve the *Address and Street Name Interim Master Plan* as shown, with the Dennis Way development using the method shown on the map (City green) for addressing.

After further discussion, the motion was on the floor. On vote,

Motion carried 4/2.

Councilpersons Cudaback and Gamble were opposed.

2. Customer Request for Adjustment on Water/Sewer Bill

Finance Director Nelson explained that a customer was seeking a refund for an unusually large utility bill. Since there had been no leak detected, staff doesn't have the authority to offer a refund. She asked for Council direction on what they would like staff to do in this case. She cautioned Council that if they open the gate, there might be others asking for refunds.

Council consensus was to not give a credit to the customer in this matter.

EXECUTIVE SESSION

1. No executive session was needed.

MEETING RECESSED & RECONVENED IN STUDY SESSION: 8:52 P.M.

STUDY SESSION TOPICS:

1. Department Reports

Mayor Zimmerman noted the department reports in the agenda packet.

Operations & Maintenance Manager Roberts noted that they are starting to flush water lines this month.

Mayor Zimmerman noted the passing of one of the City staff members and that there would be a memorial service held for Mark Landkammer at the Rock Church at 3:30 p.m. on Thursday.

Councilperson Kamp asked if there was a city e-mail for our student representative.

Human Resources Manager Warthan will look into providing e-mail for the student representative and ensuring he receives the policy on e-mail use.

2. Draft Agenda for February 5, 2013

Mayor Zimmerman presented the draft agenda for February 5, 2013. The Parks item will come back on February 5th.

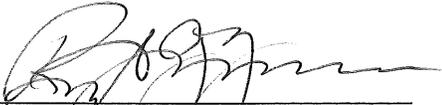
PW Director Feilberg will check with City Attorney Lell for his opinion on the address ordinance as it stands today.

A notice will be put on the City's Website that there may be a quorum of Councilmembers present at the memorial services on Thursday.

ADJOURNMENT

There being no further business, the meeting was adjourned.

MEETING ADJOURNED: 9:00 p.m.


Robert G. Zimmerman, Mayor


Eadye Martinson, Deputy City Clerk