

**CITY OF SNOQUALMIE
CITY COUNCIL REGULAR MEETING**

Mayor Larson called the meeting to order at 7:00 PM. Eagle Scout James Bartholomew led the Pledge of Allegiance.

PRESENT

Mayor Larson, Presiding

Council members

Bob Jeans

Katherine Ross

Bryan Holloway

James Mayhew

Matt Laase

Sean Sundwall

Peggy Shepard

Staff

Rick Rudometkin, Interim City Administrator

Anna Astrakhan, Assistant City Attorney

Jodi Warren, City Clerk

Mark Hofman, Director of Community Development

Perry Phipps, Police Chief

Debra Vigil, Director of Admin Services

Robert Hamud, Director of Finance

Mark Correira, Fire Chief

Kevin Smith, Information Technology Director

Brian Krause, Operations Manager

Drew Bouta, Accountant

Gail Folkins, Communications Assistant (left @ 8:15 PM)

Brian Coleman, Project Engineer

Nicole Sanders, Senior Planner (left @ 8:25 PM)

Joan Pliego, Communications Coordinator

Mark Gerken, IT System Support

Jimmy Betts, IT System Support

ABSENT

Bob Sterbank, City Attorney

OATH OF OFFICE

Clerk Warren administered the Oath of Office to Katherine Ross, Council Position No. 2 and Sean Sundwall, Council Position 6.

ELECTION OF 2020 MAYOR PRO TEM

Mayor Larson opened the nominations for the 2020 Mayor Pro-Tem.

Councilmember Ross nominated Councilmember Mayhew for Mayor Pro-Tem.

Councilmember Mayhew accepted the nomination.

Councilmember Shepard nominated herself for Mayor Pro-Tem and the nomination.

MOVED by Councilmember Ross **SECOND** Councilmember Holloway to elect Councilmember Mayhew as the 2020 Mayor Pro Tem. Motion **CARRIED** 6 to 1.

COUNCIL COMMITTEE AND LIAISON APPOINTMENTS

Mayor Pro Tem Mayhew made the following appointments:

COUNCIL COMMITTEE AND LIAISON APPOINTMENTS FOR 2020

Mayor Pro Tem Mayhew made the Council Committees and Liaison Appointments for 2020 as follows:

Committee	Members	Dates and Times
Community Development	Katherine Ross, Chair	1 st and 3 rd Mondays
	Matt Laase and Jim Mayhew, Member/s	5:30 PM
	<i>Staff Support: Mark Hofman, Community Development Director</i>	* City Hall
Finance & Administration	Jim Mayhew, Chair	1 st and 3 rd Tuesdays
	Bryan Holloway and Katherine Ross, Member/s	6:30 PM
	<i>Staff Support: Jodi Warren, City Clerk</i>	* City Hall
Parks and Public Works	Sean Sundwall, Chair	1 st and 3 rd Tuesdays
	Bryan Holloway and Matt Laase, Member/s	5:00 PM
	<i>Staff Support: Joan Quade, Administrative Assistant</i>	*City Hall
Public Safety	Bob Jeans, Chair	1 st and 3 rd Mondays
	Sean Sundwall and Pgggy Shepard, Member/s	4:00 PM
	<i>Staff Support: Tomm Munro, Administrative Assistant</i>	* City Hall
* City Hall	38624 SE River Street	

CITY COUNCIL LIAISONS

Organization Name	Meeting days/times	City Council Liaison
Arts Commission	Meets the second Monday of each month – 5:30 PM	Shepard
Economic Development Commission	Meets the Third Wednesday of the Month at 8:00 AM Snoqualmie City Hall Conference Room	Mayhew
Human Services Committee	As needed during the year	Mayhew
Lodging Tax Advisory Committee	As needed during the year	Sundwall
Meadowbrook Farm Preservation Association	Meets the second Monday of the Month at 4:00 PM	Sundwall
Northwest Railway Museum	Third Thursday of the month at 5:30 PM	Laase
Parks and Events Commission	Meets the third Monday of each month -7:00 PM	Laase
Planning Commission	Meets the first and third Mondays of each month – 7:00 PM	Ross
PRIMA	Quarterly (Attends with City Clerk)	Jeans
Railroad Days Committee	Meets the fourth Wednesday 9:30 AM – City Hall Conference Room	Jeans
Snoqualmie Valley Chamber of Commerce	Meets the second Tuesday of each month at 4:00 PM	Sundwall
Sound Cities Association	Public Issues Committee (PIC) - meets the second Wednesday of the month 7:00 PM in Renton with a 6:00 Pre-PIC workshop	Ross
Snoqualmie Valley School District#410	Meetings are typically held on Thursdays. The calendar is available at https://www.svsd410.org/Page/2	Sundwall
Snoqualmie Valley Hospital District	Meets the first Thursday of each month – 6:30 PM.	Holloway
Snoqualmie Watershed Forum	http://www.govlink.org/watersheds/7/meeting/default.aspx	Shepard

Snoqualmie Tribe

Periodically – Ad Hoc

Ross

SE Area Legislative Transportation
Coalition (SEAL-TC)

Meets the first Tuesday of the Month at 8:00 AM

Mayhew

YMCA Board

Ross

MOVED by Mayor ProTem Ross **SECOND** by Councilmember Holloway to confirm the appointments as stated. Motion **CARRIED** 7 to 0.

APPROVAL OF AGENDA

MOVED by Councilmember Mayhew **SECOND** by Ross to approve the consent agenda as stated. Discussion.

Councilmember Shepard requested that the Warrants/Claims be removed from the consent agenda.

MOVED by Councilmember Shepard **SECOND** by Councilmember Mayhew to add an Executive Session to the agenda regarding a personnel issue. Motion **CARRIED** 6 to 1 with Councilmember Sundwall voting against.

Main Motion, as amended, **CARRIED** 7 to 0.

PUBLIC HEARINGS, PRESENTATIONS, PROCLAMATIONS AND APPOINTMENTS

Presentation

Michael Ross, Snoqualmie Tribe Council Member presented the City with a check for its participation in the temporary I90/SR 18 project.

Presentations

Mayor Larson recognized Eagle Scout James Evan Bartholomew.

The FYREBOTS Robotic Team gave a presentation regarding pedestrian safety.

BOARD/COMMISSION/COMMITTEE APPOINTMENTS

Mayor Larson made the following appointments:

Arts Commission - Sally Rackets - Position 1 and David Levesque - Position 2 for terms ending January 31, 2024 and Donna Cronk - Position 3 for a term ending January 31, 2021

Civil Service Commission - James Rowland - Position 3 for a term ending March 31, 2024.

Economic Development Commission - Brian Hurley, Position 6 for a term ending December 31, 2021.

Human Services Committee - Carol Peterson - Position 1, Sara Weisel - Position 2, Ann Logelin - Position 3 and staff liaisons Debra Vigil and Carson Hornsby for terms ending January 31,

2021.

Lodging Tax Advisory Committee - Denny Groschaude - Position 1, Yvonne Gilbert - Position 2, Richard Anderson - Position 3 and Kelly Coughlin - Position 4 for terms ending December 31, 2020.

Parks and Events Commission Rachael Money - Position 3 and Chelsea Rivas - Position 4 for terms ending February 28, 2024.

Planning Commission - Luke Marusiak - Position 5 for a term ending December 31, 2024, Cara Christensen - Position 1 and David Goodman - Position 7 for terms ending December 31, 2023.

Shoreline Hearings Board - Duane Johnson - Position 3, Art Funamori - Position 4 and Jason Rogers (staff) - Position 5 for terms ending March 31, 2024.

MOVED by Councilmember Holloway **SECOND** by Councilmember Ross to confirm the appointments as stated by Mayor Larson. Discussion. Motion **CARRIED** 7 to 0.

EXECUTIVE SESSION

Mayor Larson called for an Executive Session at 7:50 PM regarding evaluation of the qualifications of an applicant for public employment pursuant to RCW 42.30.110 (1) (g) and asked that the Assistant City Attorney join the Executive Session. Mayor Larson stated that the Executive Session would take about fifteen minutes and that they may be action following.

Mayor Larson reconvened the regular meeting at 8:03 PM.

Appointment of Interim City Administrator

MOVED by Councilmember Holloway **SECOND** by Councilmember Ross to confirm the appointment of Rick Rudometkin to the position of Interim City Administrator. Discussion.

MOVED by Councilmember Mayhew **SECOND** by Councilmember Sundwall amend the motion to limit the confirmation to a term of not more than six months. Discussion. Motion **CARRIED** 6 to 1 with Councilmember Holloway voting against.

Motion, as amended, **CARRIED** 6 to 1 with Councilmember Shepard voting against.

Appointment of Director of Parks and Public Works

Mayor Larson appointed Brian Krause to the position of Director of Parks and Public Works and asked the Council for confirmation.

MOVED by Councilmember Holloway **SECOND** by Councilmember Laase to confirm the appointment of Brian Krause to the position of Director of Parks and Public Works. Discussion. Motion **CARRIED** 7 to 0.

Proclamation

January was proclaimed Mentoring Month in the City of Snoqualmie. Karla Russell, representing the Snoqualmie Valley Community Network accepted the Proclamation.

CITIZEN COMMENT

Wayne Russell, Snoqualmie commented regarding parking on Meadowbrook/Wildcat Way.

Anna Sotelo, Snoqualmie commented regarding tourism.

CONSENT AGENDA

Minutes December 9, 2019

AB20-001 Resolution 1531 Accepting 2017 Overlay Project as Complete

This project ground and overlaid Cascade Ave from Ridge St to Fairway Ave and Douglas St from Snoqualmie Parkway to Bracken PL SE. This project also repaired 14 sections of the Snoqualmie Parkway Trail which we considered tripping hazards due to tree root intrusion.

AB20-002 Resolution 1532 Accepting Construction of the Canyon Springs Waterline Slope Repair Project as Complete.

All construction activities associated with this project have been completed. All inspections have been completed and the Final Special Inspections Letter has been submitted. A Notice of Completion was sent to each of the State agencies requiring documentation and the final release obtained from each. With Council adoption of Resolution No. 1532, the Canyon Springs Waterline Slope Repair Project will be closed out.

AB20-006 Interlocal Agreement Regarding Emergency Services between the City of Snoqualmie and Snoqualmie Valley School District No. 410

This is an Interlocal Agreement with the Snoqualmie School District and the City of Snoqualmie. The Command Wall is the interactive software that public safety can use for fire, burglary, intrusion and possible life threatening situations. This service allows public safety to have up to the minute monitoring of issues occurring in all school

district facilities for a more efficient response to incidents. There are no financial obligations to the city and all licenses are purchased by the Snoqualmie School District.

AB20-008 Parks Property Tax Levy Agreement between King County and the City of Snoqualmie

In August 2019, King County voters approved a measure to renew a countywide property tax levy that supports parks, trails, and open space. The measure replaces the recently expired 2014-2019 levy and would last through 2025. The City of Snoqualmie has received a share of the levy proceeds in the past, and with the approval of this agreement, would receive an estimated \$134,000 levy distribution in 2020. The agreement restricts the use of such funds to the capital improvement, maintenance, and operation of parks, trails, and open space.

AB20-004 Consultant Agreement for Professional Services with Perteet, Inc., for Railroad Avenue Rapid Rectangular Flashing Beacon Design Services

With increased vehicle, pedestrian and bicycle use on State Route 202 (Railroad Avenue), there has been a marked increase in safety concerns for pedestrians attempting to enjoy and traverse the downtown business corridor. Therefore we plan to install three pedestrian activated systems on State Route 202 over a span of two intersections (at SE King Street, SE River Street, and mid-block). We have selected Perteet Engineering to prepare bid documents for these three crossings, for a fee not to exceed \$25,361, and are seeking approval of a Professional Services Contract.

AB20-012 Washington Cities Insurance Authority Alternate Delegate Appointment

The Washington Cities Insurance Authority (WCIA) is a municipal organization of Washington public entities that join together for the purpose of providing liability and property financial protection to its members. Authority membership maintains complete control over every pool function, including claims administration, fiscal stability, coverage parameters, and member services. A Delegate (appointed) from each member represented on the WCIA Board of Directors, Over the years, this strong membership participation has fostered an enhanced self-insurance philosophy, a significantly reduced reliance upon the insurance industry, and a sophisticated knowledge of pooling operation. The City Clerk has served as the Appointed Delegate since 1996 for several years and the former City Administrator Bob Larson served as the Alternate since 2017. This agenda bill will appoint the Interim City Administrator as the Alternate Delegate.

MOVED by Councilmember Holloway **SECOND** by Councilmember Ross to approve the consent agenda as stated. Motion **CARRIED** 7 to 0.

Ordinances

No ordinances.

Council Committee Reports

REPORTS

Parks and Public Works Council Committee

**AB20-003 Fuel Tax Grant Agreement with the State of Washington
Transportation Improvement Board for the SR 202
Pedestrian Signals Project**

This agreement with the State Transportation Improvement Board (TIB) provides \$150,000 grant funds towards the SR 202 Pedestrian Signals Project; the grant requires 20% match (\$30,000). The City budgeted \$1,538,149 for the project, though the current estimated project cost is \$440,000; the net projected cost to the City is \$290,000.

MOVED by Councilmember Sundwall **SECOND** by Councilmember Laase to approve the Grant Agreement with the State of Washington Transportation Improvement Board for the SR 202 Pedestrian Signals Project, and authorize the Mayor to sign. Discussion. Motion **CARRIED** 6 to 1 with Councilmember Shepard voting against.

**AB20-005 Agreement for Consultant Services with RH2 for Lift Station
Improvement 2020**

The projects identified in the scope of work are for improvements at lift station No. 1 (Railroad Place) and lift station No. 2 (Fir St/Pickering Court). These projects are identified on the council approved 2017-2022 Utilities Capital Improvement Plan.

MOVED by Councilmember Sundwall **SECOND** by Councilmember Holloway to approve an Agreement for Consultant Services with RH2 for Lift Station Improvement 2020, and authorize the Mayor to sign. Discussion. Motion **CARRIED** 7 to 0.

**AB20-011 Approve Contract Amendment #3 with Gray and Osborne,
Inc. to complete the project design and extend contract
completion date for engineering services for the Railroad Pl,
Newton, and Delta St Project Modifications and authorize
the Mayor to sign**

This agreement will authorize Gray and Osborne to complete design for water, stormwater, wastewater, and roadway reconstruction along Newton Street from

Railroad Ave to Olmstead and along Railroad Place. This will include the additional work on Newton from Falls Ave to Park St. This will extend the contract to June 30, 2020.

MOVED by Councilmember Sundwall **SECOND** by Councilmember Ross to approve Contract Amendment #3 with Gray and Osborne, Inc. to complete the design and extend contract completion date for engineering services for Railroad Place, Newton, and Delta Street Project Modifications and authorize the Mayor to sign. Discussion. Motion **CARRIED** 7 to 0.

Community Development Council Committee

Councilmember Mayhew reported on SEAL-TC (SR18/I90 elected officials group)

Finance and Administration Council Committee

Warrants

Claims Warrants/Checks No. 50661 – 50965 and Electronic Payments totaling \$2,706,897.05 and void Check No. 50899 and Record Slip Check No's. 50914 and 50917. Payroll Warrants/Check No. 72560 -72568 and Electronic Payments totaling \$667,818.96 as stated in the Claims Approval Report submitted by the Director of Finance and Claims Warrant/Checks 50966 - 51143 and slip check 51086 - 51114 and Electronic Payments totaling \$1,534,004.52. Payroll Warrants/Checks 72568 - 72571 and Electronic Payments totaling \$130,853.90 as stated in the Claims Approval Report submitted by the Director of Finance

MOVED by Councilmember Holloway **SECOND** by Councilmember Mayhew to approve the Claims/Warrants as presented. Discussion.

MOVED by Councilmember Mayhew to call the question. Motion **CARRIED** 6 to 1 with Councilmember Shepard voting against.

Motion **CARRIED** 6 to 1 with Councilmember Shepard voting against.

AB20-013 Authorize staff to issue a Request for Proposal ("RFP") for Enterprise Resource Planning ("ERP") software

City council approved appropriation in the amount of \$550,000 in the 2019-20 Biennial Budget to begin the replacement of the City's Springbrook ERP software that was originally purchased in 2006 and scheduled for a 10-year replacement cycle. The Request for Proposal was developed over several months with input from every ERP user.

MOVED by Councilmember Holloway **SECOND** by Councilmember Mayhew to authorize the staff to issue a Request for Proposal (RFP) for Enterprise Resource Planning (ERP) Software. Discussion. Motion **CARRIED** 7 to 0.

Public Safety Council Committee

AB20-007 South King County Fire Training Consortium Interlocal Agreement

In June of 2019, Council approved AB19-055 Interlocal Agreement between the City of Snoqualmie and South King County Fire Consortium for Fire Staff Training, authorizing the ILA through the end of 2019. Since joining in mid-2019, the City has seen a remarkable increase in the quality of training being provided within the Department. The City is finally meeting the RCW required "commensurate with duty" level training not being achieved in the past. The Fire Department would now like to extend this training.

MOVED by Councilmember Ross **SECOND** by Councilmember Holloway to approve the South King County Fire Training Consortium Interlocal Agreement and Authorize the Mayor to Sign. Discussion.

MOVED by Councilmember Holloway to call the question. Motion **CARRIED** 6 to 1 with Councilmember Shepard voting against.

Motion **CARRIED** 7 to 0.

Committee of the Whole

MOVED by Councilmember Jeans **SECOND** by Councilmember Holloway that "Town Hall" be added to the Committee of the Whole. Motion **CARRIED** 7 to 0.

Councilmember Jeans reported that there would be a town hall meeting regarding public safety on February 29, 2020 from 9 am to 12 pm.

Councilmember Mayhew thanked staff for moving quickly on the "pothole" damage from the snow and freezing temperatures.

STAFF REPORTS

Mayor Larson stated that staff reports are written the first meeting of the month and included in the agenda packet.

ADJOURNMENT

There being no further business to come before the Council, **MOVED** by Councilmember Holloway **SECOND** by Councilmember Jeans to adjourn the meeting. Motion **CARRIED** 7 to 0. Mayor Larson adjourned the meeting at 8:59 PM.

Matthew R. Larson, Mayor

Attest:

Jodi Warren/MMC City Clerk

Minutes recorded by
Jodi Warren, City Clerk