

City Council



501 Delta Ave
Marysville, WA 98270

**City Council
Regular Meeting
June 3, 2024**

Call to Order

Mayor Nehring called the meeting to order at 7:00 p.m.

Invocation

The invocation was given by Elaine Ellis.

Pledge of Allegiance

Mayor Nehring led the Pledge of Allegiance.

Roll Call

Present:

Mayor Nehring reported that Councilmember Norton would be arriving a little late and that Council President Stevens had requested an excused absence.

Motion to excuse absence of Council President Stevens moved by Councilmember Richards seconded by Councilmember Muller.

VOTE: Motion carried 5 - 0

Mayor: Jon Nehring

Council: Councilmember Condyles, Councilmember James, Councilmember King, Councilmember Richards, Councilmember Muller, Councilmember Norton¹

Excused: Council President Stevens

¹ Councilmember Norton arrived at 7:12 p.m.

Staff: CAO Gloria Hirashima, Parks Director Tara Mizell, CD Director Haylie Miller, Police Chief Erik Scairpon, Network Systems Administrator Chris Brown, Public Works Director Jeff Laycock, Courts Administrator Suzanne Elsner, IT Director Stephen Doherty, Asst. Chief Maloney, Finance Director Jennifer Ferrer-Santa Ines, Human Resources Director Megan Hodgson, Emergency Preparedness Manager Sarah Lavelle, Deputy City Attorney Burton Eggertsen, Asst. Chief Jim Lawless, Athletic Supervisor Jennifer Friess

Approval of the Agenda

Motion to approve the agenda moved by Councilmember Muller seconded by Councilmember Richards.

VOTE: Motion carried 5 - 0

Presentations

A. [Marysville Police Department Functional Plan 2024-2044](#)

[Functional Plan Presentation for Council.pptx](#)

[2024_Police_Functional_Plan_PDF.pdf](#)

Chief Scairpon reviewed the Police Department Functional Plan. He reviewed (Key Performance Indicators) KPI's including citywide NIBRS crime rates, case clearance rates, customer satisfaction response to crimes, and complaint rates. He discussed service standards and levels of service. He reviewed overarching strategies, goals, anticipated staffing needs, and plans for special operations and investigations, and plan challenges. He invited feedback from the Council.²

B. [Proclamation Recognizing the 50th Anniversary of the Marysville Historical Society](#)

[PROCLAMATION Marysville Historical Society 50th Anniversary.pdf](#)

Mayor Nehring read the Proclamation into the record.

C. [Proclamation Recognizing the 50th Anniversary of the Marysville Community Food Bank](#)

[PROCLAMATION Marysville Community Food Bank 50th Anniversary.pdf](#)

Mayor Nehring read the Proclamation into the record.

Public Comment

² Councilmember Norton arrived.

None

Approval of Minutes

1. May 13, 2024 Joint Special Session Meeting Minutes

CC 05132024 Joint Meeting with MSD.docx

Motion to approve the May 13, 2024 Joint Special Session Meeting Minutes moved by Councilmember Richards seconded by Councilmember King.

VOTE: Motion carried 6 - 0

2. May 13, 2024 City Council Meeting Minutes

CC 05132024 Regular Meeting.docx

Motion to approve the May 13, 2024 City Council Meeting Minutes moved by Councilmember Condyles seconded by Councilmember Norton.

VOTE: Motion carried 6 - 0

Consent

3. May 8, 2024 Claims in the Amount of \$603,423.75 Paid by EFT Transactions and Check Numbers 169965 through 170097

050824.rtf

4. May 10, 2024 Payroll in the Amount of \$2,043,640.43 Paid by EFT Transactions and Check Numbers 35255 through 35276
5. May 15, 2024 Claims in the Amount of \$1,734,700.15 Paid by EFT Transactions and Check Numbers 170098 through 170248

051524.rtf

6. May 22, 2024 Claims in the Amount of \$1,273,760.51 Paid by EFT Transactions and Check Numbers 170249 through 170407 with Check Number 169554 Voided

Weekly Claims Report 05 22 24.xlsx

7. May 24, 2024 Payroll in the Amount of \$1,954,439.73 Paid by EFT Transactions and Check Numbers 35277 through 35297
8. May 29, 2024 Claims in the Amount of \$2,897,772.76 Paid by EFT Transactions and Check Numbers 170408 through 170528 with Check Numbers 150511, 155386, 157328, 158823, 162183, 167654, 169984, 170030 and 170366 Voided

[052924.rtf](#)

Motion to approve Consent Agenda items 3-8 moved by Councilmember Muller seconded by Councilmember King.

VOTE: Motion carried 6 - 0

Review Bids

Public Hearings

New Business

9. Project Acceptance – Jennings Nature Park Pump Track

Substantial Completion Letter.pdf

Director Laycock reviewed this item.

Motion to authorize the Mayor to accept the Jennings Nature Park Pump Track Project, starting the 60-day lien filing period for project closeout moved by Councilmember Richards seconded by Councilmember Norton.

VOTE: Motion carried 6 - 0

10. 3rd Street Farmers Market - Special Event Permit (SEP24-001).

E001 - Special Event Permit Application - SEP24-001.pdf

E002 - Approved Agreement - SEP24-001.pdf

E003 - MMC Chapter 5.46 Special Events - SEP24-001.pdf

E004 - Certificate of Insurance - SEP24-001.pdf

Director Miller reviewed this item. Councilmember Muller commented that he has noticed there is a lot more engagement this year, and it is likely to be more vibrant.

Motion to authorize the approval of the Special Event Permit for the 3rd Street Farmers Market moved by Councilmember Condyles seconded by Councilmember Norton.

VOTE: Motion carried 6 - 0

11. Amendment No. 2 to the interlocal agreement between the City of Marysville and Snohomish County concerning provision of fire investigation services.

Marysville_Fire_ILA_Amend._No._2_aatf2_4-29-24.pdf

Snohomish_County_-_Fire_Investigation_Services.pdf

Asst. Chief Maloney reviewed the renewal of the Interlocal Agreement related to fire investigation services.

Motion to authorize the Mayor to sign and execute Amendment No. 2 to the interlocal agreement between the City and Snohomish County for the provision of fire investigation services moved by Councilmember James seconded by Councilmember King.

VOTE: **Motion carried 6 - 0**

12. [An Ordinance amending chapters 9.04 and 9.20 of the Municipal Code to reflect required code cycle update to the International Fire Code.](#)

1 Council Memo - Building and Fire Code 6-2024

2 Ordinance MMC 9.04 Fire Code.pdf

Asst. Chief Maloney reviewed the ordinance noting it is mainly housekeeping.

Motion to adopt Ordinance No. 3310 moved by Councilmember Richards seconded by Councilmember James.

VOTE: **Motion carried 6 - 0**

13. [Project Agreement - Grade Crossing Protective Fund](#)

TR-240258 Project Agreement.pdf

TR-240258 Order 01.pdf

Director Laycock reviewed this grant related to installation of fencing and gates along the BNSF right-of-way on Cedar Street between 1st Street and 4th Street.

Motion to authorize the Mayor to sign and execute the Project Agreement to allow for the receipt of Grade Crossing Protective Funds from the WA Utilities and Transportation Commission in the amount of \$70,805.00 moved by Councilmember Norton seconded by Councilmember King.

VOTE: **Motion carried 6 - 0**

14. [Intergovernmental Service Agreement for Lake Management and Water Quality Services for Gissberg Twin Lakes with Snohomish County](#)

Gissberg_Services_Agreement_ForSignature.pdf

Public Works Director Laycock reviewed this item.

Councilmember Muller asked if private alternatives to the County had been considered for this service. Director Laycock did not think that had been investigated, but staff could look into it if Council wanted. Councilmember Norton asked when this would take effect. Director Laycock reported that the City takes ownership next January.

Motion to authorize the Mayor to sign and execute Intergovernmental Service Agreement for Lake Management and Water Quality Services for Gissberg Twin Lakes with Snohomish County moved by Councilmember Muller seconded by Councilmember Condyles.

VOTE: **Motion carried 6 - 0**

15. Emergency Management Performance Grant (E24-336) for Compact Rapid Deployable

E24-336 22EMPG Reallocation Agreement.pdf

Emergency Preparedness Manager Sarah Lavelle reviewed this grant related to the purchase and training for the Compact Rapid Deployable (CRD) which is a piece of equipment that can provide FirstNet cellular service and Wi-Fi if normal services are down or during an emergency.

Councilmember Muller expressed concern about Marysville's vulnerability in light of the serious traffic congestion related to major emergency events. Ms. Lavelle explained how the City tries to address those needs and to prepare people for emergencies. She indicated staff could do more of a review of how the recent incident on I-5 was handled in order to learn lessons for the future.

Council questions were answered about the equipment, the service, and the storage of the unit. Hypothetical scenarios were discussed. Councilmember James asked if they could delay voting on this in order to get more information about it. Councilmember King requested a photo. There was consensus to move this to next week's agenda.

16. Intergovernmental Agreement for EMAC and PNEMA Assistance

U24-024 City of Marysville EMAC PNEMA IGA.pdf

Emergency Preparedness Manager Lavelle reviewed this item related to EMAC and PNEMA assistance between the Washington Military Department and the City of Marysville.

Motion to authorize the Mayor to sign and execute the Intergovernmental Agreement for EMAC and PNEMA Assistance between the Washington Military Department and the City of Marysville moved by Councilmember Condyles seconded by Councilmember James.

VOTE: **Motion carried 6 - 0**

17. Amended and restated Snohomish County Regional Public Safety Communications Agency Interlocal Agreement with SNO911.

SNO911 Interlocal Agreement 2024 Update-redlined.pdf
ILA-Changes-Notification 20240408.pdf

Asst. City Attorney Eggertsen discussed the ILA amendment with Snohomish County 911.

Motion to authorize the Mayor to sign and execute the Amended and Restated Regional Public Safety Communications Agency Interlocal Agreement moved by Councilmember Richards seconded by Councilmember Muller.

VOTE: Motion carried 6 - 0

18. [A Resolution authorizing the Mayor and Grant Coordinator to act on behalf of the city in regard to grants from the Washington State Recreation and Conservation Office.](#)

[Resolution_Burton reviewed.docx](#)
[resolution and signature combined.pdf](#)

Deputy City Attorney Eggertsen reviewed this grant-related resolution.

Motion to approve Resolution No. 2555 moved by Councilmember Norton seconded by Councilmember Richards.

VOTE: Motion carried 6 - 0

19. [An Ordinance amending chapters 16.04, 16.08, 16.10, 16.12, 16.28 and 16.36 of the Marysville Municipal Code to reflect required code change cycle updates to the International Building Code, International Existing Building Code, Uniform Plumbing Code, Washington State Energy Code and National Electrical Code.](#)

[1 Council Memo - Building and Fire Code 6-2024 \(2\).pdf](#)
[2 ORDINANCE MMC 16.04 Building Code](#)

Building Official Mike Snook reviewed this item.

Motion to adopt Ordinance No. 3311 moved by Councilmember King seconded by Councilmember Condyles.

VOTE: Motion carried 6 - 0

20. [Interlocal Database Agreement with Department of Social and Health Services for Benefit Verification Services](#)

[City of Marysville Municipal Court - Benefit Verification System Datashare Agreement 2491-55852.pdf](#)

Courts Administrator Elsner reviewed the database agreement with DSHS.

Motion to authorize the Mayor to sign and execute the Interlocal Agreement with the Department of Social and Health Services for Benefit Verification Services moved by Councilmember Norton seconded by Councilmember Muller.

VOTE: Motion carried 6 - 0

21. Covenant – Perrault Sewer Connection

[Perrault - Site Map.pdf](#)

[Perrault - Resolution 1982.pdf](#)

[Perrault - Covenant \(partially executed\).pdf](#)

Director Laycock reviewed this item related to a sewer connection.

Motion to authorize the Mayor to sign and execute the Perrault Sewer Connection Covenant moved by Councilmember James seconded by Councilmember King.

VOTE: Motion carried 6 - 0

22. Marysville Art Grants

[Art Grants application.docx](#)

[Jason_Tetlak-National_Mural_Awards.pdf](#)

[Lia_Blanchard-Marysville_Community_Band.pdf](#)

Athletic Supervisor Jennifer Friess reviewed the Arts Grant recommendation from the Parks Board related to funding for the mural project and the Marysville City Band.

Councilmember Muller recommended continuing this item to a future meeting in order to get more information.

Councilmember Norton asked if there are any guidelines or parameters put on the murals or artists. Director Mizell explained that the City would be able to have a say in the selection of the artists and would be able to have a councilmember or staff member on site during the actual project. Ms. Friess added that they can set parameters when they are looking into the selection of the artist ahead of time.

Councilmember Muller expressed concern about the allocation of the \$20,000 with the relatively small amount going to the artist. He also had questions about the location and maintenance of the mural. Regarding the band, he expressed concern about the sustainability of the organization.

Councilmember Norton thanked Parks for their work on this but commented that she thought the focus should be on visual arts to beautify the city. She wondered if they could be more targeted in asking for what they want to see in the future. She stated that she shared some of Councilmember Muller's concerns about the mural award project. Ms. Friess noted that there had been discussion at the Park Board meeting about including more direction about what they hope to see in the grant information next year.

Councilmember King suggested bringing the community band director in to a work session to answer questions.

Councilmember Condyles commented that there were a number of applicants that did not meet the criteria set forth by the City and that were not awarded. The amount that is being put forward is not the full amount; the balance will be saved for next year. Regarding maintenance and potential tagging, he thought that perhaps murals were less likely to be tagged than one might expect.

Councilmember James wondered if there is somebody local that they could use for the mural. He would be more comfortable with a northwest company or individual. Ms. Friess explained that the organization is from the east coast, but they work with local artists. She thought this information was sent out to as many connections as they have in the art and culture community. Councilmember James echoed concerns about a lot of the amount going to administration rather than to the artist. Director Mizell explained that they posted through the Northwest Artist Association. They also talked to their connections at Shack in Everett. There was one local artist that wanted to do a mural but withdrew their application. She noted that when they did the division of funds, they saved \$50,000 to do internal art that would be controlled through the department and Council. She suggested they could look at just doing all internal control of the grant going forward.

Councilmember Muller suggested they might need to say that they didn't get enough applicants and do the process again. He thinks there should have been more choice. He pointed out that they don't have to spend the money just because they have allocated it. It could be saved for next time.

There was consensus to bring this back for the agenda next week.

23. [Recovery Contract \(23-306\) for Whiskey Ridge Lift Station](#)

[RC24-306 Recovery Contract \(Sewer\).pdf](#)

[RC24-306 Exhibit A.pdf](#)

[RC24-306 Recovery Fee Calculation.pdf](#)

Public Works Director Laycock reviewed this item.

Motion to authorize the Mayor to sign and execute the recovery contract moved by Councilmember Muller seconded by Councilmember King.

VOTE: Motion carried 6 - 0

24. [Recovery Contract \(23-307\) for Gravity Sewer Main Construction](#)

[RC24-307 Recovery Contract \(Sewer\).pdf](#)

[RC24-307 Exhibit A.pdf](#)

[RC24-307 Recovery Fee Calculation.pdf](#)

[RC24-307 Preliminary Determination Notification.pdf](#)

[RC24-307 Preliminary Determination Update.pdf](#)

Director Laycock reviewed this item.

Motion to authorize the Mayor to sign and execute the recovery contract moved by Councilmember Muller seconded by Councilmember Richards.

VOTE: Motion carried 6 - 0

25. Office of Public Defense SPAR Grant Renewal

[City_of_Marysville_GRT25013_corrected_-_unsigned__.pdf](#)

CAO Hirashima reviewed this item for grant funds related to public defenders.

Motion to authorize the Mayor to sign and execute the extension of the City's SPAR Grant with the Washington State Office of Public Defense for an additional year, commencing July 1, 2024, and expiring June 30, 2025 moved by Councilmember Richards seconded by Councilmember Condyles.

VOTE: Motion carried 6 - 0

26. Amendment to Exhibit C of HCS-23-67-2313-200 Emergency Shelter agreement with Snohomish County Human Services

[HCS-23-67-2313-200_Amendment1.pdf](#)

CAO Hirashima reviewed the amendment to the grant related to shelter/motel vouchers.

Motion to authorize Mayor Nehring to sign and execute the amendment to the Cold Weather Shelter/Motel Voucher agreement moved by Councilmember Muller seconded by Councilmember Norton.

VOTE: Motion carried 6 - 0

27. Supplemental Agreement No. 1 to the Professional Services Agreement with Gray and Osborne, Inc. for the Cascade and Shoultes Elementary Schools Safe Routes to School Project

[PSA_SuppSF.pdf](#)

[Amend 1 scope-fee Cascade CM rev.pdf](#)

Director Laycock reviewed this item related to Safe Routes to Schools grant.

Councilmember Muller asked if this is replacing the sidewalk. Director Laycock explained it is all new sidewalk.

Motion to authorize the Mayor sign and execute Supplemental Agreement No. 1 to the Professional Services Agreement with Gray and Osborne, Inc. for the Cascade and Shoultes Elementary Schools Safe Routes to School Project moved by Councilmember Norton seconded by Councilmember Muller.

VOTE: Motion carried 6 - 0

28. Ecology Grant Agreement WQC-2024-MaryPW-00185 for the LID Retrofit 103rd and Shoultes LID Project

[_2024-05-23_LID Retrofit 103rd Shoultes Grant Agreement.pdf](#)

Director Laycock discussed the LID project proposed at the intersection near 103rd Place and Shoultes Ave with the aim of improving water quality at that intersection.

Motion to authorize the Mayor to sign and execute Ecology Grant Agreement WQC-2024-MaryPW-00185 moved by Councilmember James seconded by Councilmember Norton.

VOTE: **Motion carried 6 - 0**

29. A Resolution Amending an Interlocal Agreement with the Housing Authority of Snohomish County.

[Resolution_-_HASCO_-_Update_5.30.2024.pdf](#)

CAO Hirashima reviewed this item related to an amended ILA with HASCO.

Motion to approve Resolution No. 2556 moved by Councilmember King seconded by Councilmember Muller.

VOTE: **Motion carried 6 - 0**

Legal

Mayor's Business

- Thanks to all crews involved in the June weather event.
- Thanks to American Legion Post 178, the Marysville Cemetery, NJROTC, and all involved in the Memorial Day event.
- He gave an update on meeting with staff on the federal delegation regarding congressionally-directed spending requests.
- He commended Councilmember Condyles and his team for the great job with the 50th Birthday celebration for the Historical Society.
- State Avenue looks great.

Staff Business

Director Miller provided an update on the fence outreach project.

Deputy Director Eggertsen stated the need for an executive session to discuss one item related to qualifications for an applicant for public employment. He estimated 15 minutes with action expected.

Call on Councilmembers and Committee Reports

Councilmember Condyles:

- He reported on last week's Snohomish County Tomorrow meeting where they had an update from PSRC on their Growth Management Committee and the General Assembly. The County gave a presentation on their Strategic Tourism Plan. The upcoming SCT budget was also discussed. There was also a presentation from PUD on their continued projects, an update on advanced meters, and the Arlington microgrid. Finally, there was a growth monitoring report.
- Thanks to everyone who came to the 50th birthday for the Historical Society.

Councilmember James:

- The new sign ordinance seems to be working well.
- The Memorial Day event was nice.
- The Historical Society event was packed.
- The Rotary Education Foundation scholarship awards night was another great event.

Councilmember King:

- He gave an update on the recent Fire Department badge ceremony.
- The Treatment Plant ribbon cutting was a nice event. The lights are impressive at night.
- Joanne Mulligan will be the grand marshal for the Strawberry Festival this year.
- They took the Strawberry Festival float down to Portland to the Starlight Parade.

Councilmember Richards had no comments.

Councilmember Muller:

- He expressed appreciation to Councilmember Condyles and his involvement with the Historical Society and the community in general.
- He was in Dallas for the US Housing Conference where they discussed the missing middle and public-private partnerships. It was a great event. He reported that Washington is a leader in housing density and addressing the missing middle. He spoke to the great relationship they have with HASCO and recommended bringing them to an EDC meeting to build that relationship. He also recommended setting up a meeting with Community Transit to discuss the new express bussing and opportunities there may be for grant funding to help get downtown redevelopment going.

Councilmember Norton:

- She also discussed the US Housing Conference where the hot topics were attainable housing and transit-oriented development. She and Councilmember Muller got together with former Councilmember Jeff Vaughan who sends his regards.
- She reported on the Public Safety Committee meeting where they reviewed crime statistics, jail numbers, and non-deployed numbers. They also met the new crime analyst, Emily.

- She reported on the Finance Committee meeting where they reviewed sales tax numbers, utility billing, and shutoffs.
- She referred to the proclamations today and spoke to the importance of the Historical Society and the Food Bank.

Adjournment/Recess

Council recessed at 8:58 p.m.

Executive Session

Council recessed into Executive Session at 9:03 for 20 minutes to discuss one item related to qualifications for an applicant for public employment with action expected.

Executive Session was extended 5 minutes.

Executive Session Item Action:

- A. Litigation
- B. Personnel: RCW 42.30.110(1)(g): one item
- C. Real Estate

Reconvene

Council reconvened the regular meeting at 9:23 p.m.

Motion to approve the employment agreement between the City of Marysville and Jennifer Stapleton for the position of City Administrator and to authorize the Mayor to sign the same moved by Councilmember Condyles seconded by Councilmember Norton.

VOTE: **Motion carried 6 - 0**

Adjournment

The meeting was adjourned at 9:23 p.m.

Approved by City Council this 24th day of June, 2024.