

# **EDMONDS CITY COUNCIL APPROVED MINUTES**

**October 22, 2002**

The Edmonds City Council meeting was called to order at 7:00 p.m. by Mayor Gary Haakenson in the Council Chambers, 250 5<sup>th</sup> Avenue North, Edmonds, followed by the flag salute.

**ELECTED OFFICIALS PRESENT**

Gary Haakenson, Mayor

Dave Orvis, Council President Pro Tem

Jeff Wilson, Councilmember

Michael Plunkett, Councilmember

Lora Petso, Councilmember

Richard Marin, Councilmember

Deanna Dawson, Councilmember

**ELECTED OFFICIALS ABSENT**

David Earling, Council President

**STAFF PRESENT**

Tom Tomberg, Fire Chief

David Stern, Chief of Police

Stephen Clifton, Community Services Director

Peggy Hetzler, Administrative Services Director

Noel Miller, Public Works Director

Brian McIntosh, Cultural/Recreation Supervisor

Dave Gebert, City Engineer

Sandy Chase, City Clerk

Jana Spellman, Senior Executive Council Asst.

Jeannie Dines, Recorder

**1. APPROVAL OF AGENDA**

**COUNCIL PRESIDENT PRO TEM ORVIS MOVED, SECONDED BY COUNCILMEMBER MARIN, TO ADD “ANNUAL REPORT FROM PROSECUTOR JEFFREY GOODWIN” AS AGENDA ITEM 5.A. MOTION CARRIED UNANIMOUSLY.**

**COUNCIL PRESIDENT PRO TEM ORVIS MOVED, SECONDED BY COUNCILMEMBER MARIN, FOR APPROVAL OF THE AGENDA AS AMENDED. MOTION CARRIED UNANIMOUSLY.**

**2. CONSENT AGENDA ITEMS**

**COUNCILMEMBER MARIN MOVED, SECONDED BY COUNCILMEMBER PLUNKETT, FOR APPROVAL OF THE CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY. The agenda items approved are as follows:**

- (A) **ROLL CALL**
- (B) **APPROVAL OF CITY COUNCIL MEETING MINUTES OF OCTOBER 15, 2002**
- (C) **APPROVAL OF CLAIM CHECKS #58550 THROUGH #58682 FOR THE WEEK OF OCTOBER 14, 2002, IN THE AMOUNT OF \$382,377.63. APPROVAL OF PAYROLL DIRECT DEPOSITS AND CHECKS #34208 THROUGH #34312 FOR THE PERIOD OCTOBER 1 THROUGH OCTOBER 15, 2002, IN THE AMOUNT OF \$843,398.36.**
- (D) **ACKNOWLEDGE RECEIPT OF CLAIMS FOR DAMAGES FROM BARBARA C. ROBERTS (AMOUNT UNDETERMINED), AND LEONARD C. HONCOOP (AMOUNT UNDETERMINED).**
- (E) **APPROVAL OF LIST OF EDMONDS BUSINESSES APPLYING FOR RENEWAL OF THEIR LIQUOR LICENSES WITH THE WASHINGTON STATE LIQUOR CONTROL BOARD**
- (F) **AUTHORIZATION FOR MAYOR TO SIGN PROFESSIONAL SERVICES AGREEMENT WITH BJY NORTHWEST FOR ON-CALL UNIFORM BUILDING AND FIRE CODE REVIEW SERVICES**
- (G) **REPORT ON GENERAL FUND AND OTHER SELECTED FUNDS FINANCIAL POSITION FOR THE MONTH ENDED AUGUST 2002**
- (H) **REPORT ON BIDS OPENED OCTOBER 4, 2002 FOR THE FIRE STATION #16 PROJECT AND AWARD OF CONTRACT TO JOHN DANIELS CONSTRUCTION COMPANY**
- (I) **COMMUNITY SERVICES DEPARTMENT QUARTERLY REPORT**
- (J) **PROCLAMATION IN HONOR OF MAKE A DIFFERENCE DAY, SATURDAY, OCTOBER 26, 2002**

3. **EDMONDS DISCOVERY RANGER PROGRAMS ANNUAL REVIEW AND RECOGNITION OF PROGRAM VOLUNTEERS**

Environmental Education Coordinator Sally Lider explained the Discovery Ranger Program staff include one full time Environmental Education Coordinator, one seasonal Interpretive Specialist and five seasonal Ranger-Naturalists. The Spring Marine Education (Beach Ranger) Programs for schools in 2002 included 122 classroom programs for 3050 students and 119 beach walks for 2975 students. She noted programs were available for preschool through 12<sup>th</sup> grade. The Spring/Summer Marine Education Program for Groups conducted 31 beach walks for various day camps and four visits to school and day camp classrooms.

Ms. Lider described the Discover the Forest Program at Yost Park in Spring and Fall 2002 for 38 school groups and two scout troops. She described the Sound Salmon Classroom Outreach Program which began in 2000 and conducted 26 interactive classroom visits in 2002 for grades 5-8. She described three “Nature Zone” programs held on non-school days and a variety of free public programs offered throughout the year including a video presentation co-sponsored by People for Puget Sound; Twilight trail Walk in Yost Park; Spring Beach Cleanup and Low Tide Beach Walk; 12 free public beach walks on weekends in May, June, July and August; Beach Expo; Moonlight Beach Adventure, Fall Beach Cleanup; and Watershed Fun Fair.

Ms. Lider explained the Ranger Naturalists also patrol the beach six hours per day Monday – Friday and eight hours on Saturday and Sunday throughout the summer, interacting with visitors, answering questions, interpreting marine biology, and monitoring the recreational uses of the shoreline. She described funding for various programs including a grant from the Edmonds Arts Festival Foundation and Wal-Mart Foundation of \$500 each for the Watershed Fun Fair; a \$1200 grant from the Hubbard Family Foundation to sponsor 30 Sound Salmon classroom visits; a Hubbard Family grant in the amount of \$1875 to support further development of the Discovery Program’s web page; and the donation of a new spotting scope and tripod by the Brackett’s Landing Foundation at a cost of \$450.

Ms. Lider explained Discovery Program Volunteers assist with various events, programs and classes as well as act as docents at the Olympic Beach Ranger Visitor Station. She recognized the following volunteers who were present and presented each with a Certificate of Appreciation: Cindy Farrell, Nancy Farrell, Gloria Mairs, Rachel Smith, Maura Swenson, and Nancy Swenson. On behalf of the Council, Mayor Haakenson thanked Ms. Lider and the volunteers for their efforts. The volunteers were also congratulated individually by Councilmembers.

4. **ANNUAL REPORT FROM THE LIBRARY BOARD**

**Barbara Chase, President of the Library Board**, introduced the members of the Library Board, Lynda Hughes, Charles LaNasa, Barbara Paul Johnson, and James Thyden. She explained annexation to the Sno-Isle Library removed the library budget from the City’s budget. She noted a portion of the annexation monies being collected were being allocated by Sno-Isle to a Reserve Fund for future library improvements. Further,

as part of the annexation agreement, Sno-Isle will be paying a substantial amount toward the roof repair scheduled for summer 2003. The Library Board will continue to monitor the Reserve Fund in the future.

Ms. Chase described changes in Sno-Isle personnel including the appointment of Jonalyn Woolf-Ivory to succeed Art Weeks as Director of the Sno-Isle Regional System, Cheryl Telford as the new Assistant Director of Community Libraries and Technology and Judy Sasges, former Manager of the Lynnwood Library, as the South Region Manager who supervises the Edmonds Community Librarian, Evie Wilson-Lingbloom.

Ms. Chase explained that because some groups were using the library conference room so often that other groups were unable to use it, the Library Board changed the policy to make the use somewhat more restrictive. A recent evaluation of the more restrictive policy indicated the changes were working very well. The Board also considered a change in the policy on the use of the display case because, on occasion, the community displays have conflicted with the displays directly related to the library. A cooperative attitude on the part of the community groups has made a change unnecessary.

Ms. Chase advised the Board has over \$1,000 in its fund and is considering using some of the funds for a "Books for Babies" project. Board members have been in contact with Stevens Hospital to determine if such a program could be started with new parents.

With regard to new ideas and how libraries are being used, Ms. Chase explained the Everett Library is remodeling its lobby to make it more of a meeting place and it will also have a coffee shop. She noted there was a trend for libraries to compete with the bookstores that have become gathering places.

Ms. Chase concluded the library was a valuable asset to the community, serving all age groups including the new children's programs and providing access to books, newspapers, and information regarding many community activities. She cited an example of information available at the library, explaining in November the draft EIS for the proposed King County sewage plant (Brightwater) will be available at the library for citizens to review.

Ms. Chase advised Peg Olsen, Friends of the Edmonds Library, keeps the Board informed on the activities and speakers sponsored by the Friends. The Book Sale, which provides much of the funding for library projects and scholarships will be Saturday October 26 at the Frances Anderson Center.

Ms. Chase advised representatives from the Sno-Isle Regional Library System attend the Library Board meetings which assist the Board with keeping abreast of what is happening in the region. Two Edmonds residents (Art Kirschenbaum and Robert Freeman) are Trustees on the Sno-Isle Board and represent Edmonds interests and keep the Board informed of new developments.

Mayor Haakenson thanked Ms. Chase and the Library Board for their efforts with regard to the library and for her efforts with regard to Brightwater.

**Evie Wilson Lingbloom, Edmonds Librarian**, reported on the customer service survey conducted by Sno-Isle at libraries throughout the system. At the Edmonds library, the survey was conducted on different days of the week and different times of the day in an effort to contact people who may not be regular library users. The responses indicated overall within the Sno-Isle District, customer satisfaction was 94%. She reported on statistics related to the Edmonds library specifically:

- Quality of experience in the library that day – 95% rated their experience as excellent or good.
- Quality of experience at the Edmonds library generally – 90% rated their experience as excellent or good.
- Services and materials that were the most important: Building – 87%, book collection – 81%, usefulness of information from staff – 84%, level of customer service – 85%, friendliness and approachability of staff – 89%.
- How the Edmonds library met patrons' expectations in the above areas – 96% indicated the building met their expectations, 84% indicated the current availability of staff met their expectations, 89% indicated the usefulness of the information they receive from Edmonds library staff met their expectations, 91% indicated level of customer service they received from library staff met their expectations, and 91% indicated friendliness and approachability of staff met their expectations.

Ms. Wilson-Lingbloom recalled last year she promised to report on the library's efforts to implement the recommendations of the Youth Task Force. These efforts include, 1) a display of books about youth needs and interests as well as the brochure developed about the report and three copies of the Youth Task Force's report for patrons to review, 2) posting book reviews on the bulletin board (book reviews submitted by teens tripled this summer to 92 because staff actively recruited teens for the Summer Reading Club), 3) exploring a program where students talk with older citizens to develop a cross generational program to record and publish an oral history of the City of Edmonds. She indicated grants will be identified to assist with that program. She noted this program would assist with satisfying many of the objectives in the Youth Task Force's report.

Mayor Haakenson pointed out Ms. Wilson-Lingbloom's role as the librarian in patrons' customer satisfaction in the library.

## 5. ANNUAL REPORT FROM THE CEMETERY BOARD

**Greg Sarvis, Cemetery Board Chair**, introduced the members of the Cemetery Board, Marvene McGinness, Dorothy Williamson, Bobbie Sherman, Esther Sellers, Dale Hoggins, Bob Stevenson, and Rose Mary Specht (alternate). He explained the Cemetery Board was assisted by Arvilla Ohlde, Parks & Recreation Director; Cliff Edwards, Sexton; and Rich Lindsey, Parks Manager. Mr. Sarvis provided a brief history of the cemetery, explaining the property was donated in 1891 by an IOOF member and in the early 1900's and 1908, it was expanded physically. In 1972, the once neglected cemetery was added to the Washington State list of Historical Places. The cemetery became City-owned in 1982 when Larry Hubbard purchased and gifted the site via the Hubbard Trust to the City of Edmonds. Donations to capital improvements from the Hubbard Trust were significant factors in the cemetery's restoration.

Mr. Sarvis explained the cemetery created cash flow from the sale of lots, burials, equipment fees, services, niche and marker setting fees. A major undertaking in 1996 developed a well to provide the 7 million gallons of water necessary for watering which saves approximately \$6,000 annually. He explained in 2002, the Cemetery Board adopted a Cemetery Master Plan that will provide a guideline for future landscaping, geographical features, plot and niche layouts to guide toward better management practices and recommendations to support sales goals and operations. He described efforts in the Master Plan to shield the cemetery from a fast food entity in the southwest perimeter and efforts to accommodate Council President Earling's suggestion to find avenues for linking the City's small mill town heritage, the pioneer history, and stories of interest to a historical program via story boards or self-guided tours. He noted the expense of such a program has prevented taking immediate action but seeds have been planted for such a program.

Mr. Sarvis explained one of the major undertakings this year was complying with the Department of Ecology's requirement that the cemetery add a static water tester to assist in monitoring the area's aquifer. He explained microfilming of records continues and updating cemetery records is an ongoing process. The Board continues to pursue the unclaimed plots program – a reclamation process of unoccupied or abandoned grave sites without known owners. He noted this was a five year process that would continue into 2006. Their goal was to present more available lots and revenues in 2007 and 2008.

Mr. Sarvis described highlights of the Memorial Day ceremony including Presentation of the Colors from Vietnam Veterans Sno-King Chapter, American Legion Post 66, Veterans of Foreign Wars 8870, Sea Scouts Ship 6, Girl Scout Troop 1 and Boy Scouts of America Troop 301; the invocation, poem, honoring women veterans, patriotic songs from Edmonds-Woodway High School, several poems by young people regarding freedom, and Council President Earling played "Taps." Mr. Sarvis described the "Walk Back in Time" hosted by the cemetery in July, an open house when the public can view the memorials, share the stories and interests of the site.

Mr. Sarvis identified future concerns including growth limitations because the single depth traditional burial space is the cemetery's main commodity, however, the marketplace has changed and neighboring facilities have confirmed trends toward more niche space. He noted recent figures from one local facility indicated a 20% market demand for niche space has increased to a 52% market demand in the past ten years and industry-wide projections predict cremation internment housed in niche space to exceed 90% of the sales in the future. Mr. Sarvis noted the Cemetery Board continues to explore space usage including cremation and memorial gardens, mausoleum structures, and columbarium sites to provide a more marketable product to create revenue, but ensure the cemetery remains serene and rural. He noted they continue to pursue the

possibility of a columbarium project as the cemetery is out of consumer-requested niche space. A balance of controlling expenses and maximizing revenue growth is challenging and a cautious approach is being taken before a costly decision is made.

Councilmember Plunkett asked what niche space was. Mr. Sarvis explained it was a cubical approximately 12 x 12 inches for cremation remains. Councilmember Plunkett asked what efforts are being made toward developing a columbarium. Mr. Sarvis answered a critical step is determining how much money is reasonable to spend on such a project versus the revenue that could be realized.

Councilmember Plunkett inquired about revenue streams to fund such a project. Mr. Sarvis answered sales was their largest source of revenue. He noted there was limited funding to begin the project but there must be adequate funding in place to complete the project.

Councilmember Plunkett inquired about the cemetery's experience with their new fast food neighbor. Mr. Sarvis answered it had not been as bad as anticipated. The concern that the audio would disturb the privacy of the cemetery has not been realized and the additional landscaping will assist in shielding that area.

Council President Pro Tem Orvis thanked the Cemetery Board for their efforts. Mr. Sarvis encouraged the Council to attend the Memorial Day event. Mayor Haakenson also extended his appreciation to the Cemetery Board.

#### **5.A. ANNUAL REPORT FROM PROSECUTOR JEFFREY GOODWIN**

Prosecutor Jeff Goodwin advised he has been the City's Prosecuting Attorney since 1996. Since that time, there have been significant changes in his firm and his focus is now exclusively representing Snohomish County municipalities. Edmonds is one of four he currently represents. He requested the Council consider a longer term contract which would provide security for the Council and continuity for the City as well as provide security for his firm. He assured he had no plans to change the direction of his practice and would continue to represent cities as its prosecutor. He indicated his contract also included a COLA increase.

Councilmember Dawson noted the proposed contract contained a 30 day termination clause and questioned how including that clause in a 5-year contract provided continuity for the City. Mr. Goodwin answered he could not envision a situation when he would contemplate discontinuing the contract but acknowledged there could be a situation when the City wanted to discontinue the contract such as if a decision were made to retain an in-house prosecutor or have someone else provide prosecuting attorney services. If that occurred, the contract allowed for a 30 day termination. He noted the 5-year contract provided continuity due to the assumption that the contract would continue for five years.

Councilmember Plunkett noted Mr. Goodwin had not requested an increase in the past few years. Mr. Goodwin agreed, noting last year, appeal costs were built into the contract rather than billing them separately. He noted this was an approximately \$5,000 budget item; over the period of approximately seven years, that was the average cost of appeals. He explained including appeal costs in the contract provided more consistency in budgeting this cost.

Mayor Haakenson advised a new contract would be prepared and presented to the Council for consideration on a future agenda.

## 6. AUDIENCE COMMENTS

Mayor Haakenson requested that members of the public not speak to matters being considered on Closed Record Appeals or public hearings.

**Roger Hertrich, 1020 Puget Drive, Edmonds**, referred to the message board erected by Washington State Department of Transportation on Edmonds Way, explaining there was no permit issued for this sign. He pointed out the sign was over-height, over-size, and out-of-scale as it was designed for 70 mph freeways. He noted no right-of-way permit or building permit existed for the sign, there had been no contact with the Planning Department, and the Architectural Design Board had not reviewed the sign. He noted the height and size of the sign would require a variance. Mr. Hertrich relayed that his conversations with staff indicated government signs did not need to comply with the sign code. He advised he filed a complaint with the City regarding the sign. He suggested the simple solution would be to require the sign comply with the permit process, remove the sign and place it on the freeway where that large of a sign was needed, and erect a smaller sign in that location. He further questioned why last week's Council meeting was not televised. Mayor Haakenson informed Mr. Hertrich that the audio was inadvertently unplugged.

Councilmember Petso asked for clarification that the sign on Edmonds Way was the same size, height and dimension as the sign on I-5. Mr. Hertrich answered it was the same size as the sign at 145<sup>th</sup> and I-5.

## 7. MAYOR'S COMMENTS

Mayor Haakenson reported the Medic 7 Board would meet next month to again discuss adding the 16 paramedics to the Edmonds and Lynnwood Fire Departments. He was hopeful this would be a conclusion of this effort.

**8. INDIVIDUAL COUNCIL REPORTS ON OUTSIDE COMMITTEE/BOARD MEETINGS**

Councilmember Wilson reported the Port meeting included review of their budget. He noted the Port was also addressing rising expenses and decreasing revenues. In addition, the Port discussed long range plans and improving or retaining the use of the south marina as well as the breakwater area.

Councilmember Dawson reported the recent SnoCom meeting included a presentation regarding the 800 MHz system. At the conclusion of the presentation, the SnoCom Board voted to approve a resolution reiterating the Board's commitment to 800 MHz and indicating no organizations would be accepted into SnoCom for dispatch with other than 800 MHz after the completion of Phase 2.

Councilmember Plunkett reported the Historical Preservation Commission would soon be submitting an application to Mayor Haakenson for submission to Olympia for the City to become a Local Certified Government. If Olympia approves the Commission's application, Edmonds will become a Local Certified Government which allows the use of initiatives and opportunities for historical preservation. He noted this was the first step in an effort to preserve the character of Edmonds. Mayor Haakenson advised the application had been signed and forwarded to Olympia and Olympia had responded with a request for more information from the Commission.

With no further business, the Council meeting was adjourned at 7:57 p.m.