

**City of Enumclaw
1339 Griffin Avenue
Enumclaw, Washington 98022**

**City Council Regular Session
City Hall Council Chambers
May 9, 2022, 7:00 pm**

1. CALL TO ORDER AND FLAG SALUTE:

Mayor Molinaro called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance. Mayor Pro Tem Wright announced that all Councilmembers were present.

ATTENDANCE:

In Council Chambers: Councilmembers Corrie Koopman Frazier, Bobby Martinez, Anthony Wright, Thomas Sauvageau, Chris Gruner, Beau Chevassus and Chance La Fleur were present. Also present were Mayor Jan Molinaro, City Attorney Brett Vinson, Deputy City Clerk Jessica Rose, Public Works Director Ed Hawthorne, Finance Director Chris Anderson, Police Chief Tim Floyd, Police Commander Mike Graddon, Police Commander Tony Ryan, Information Services Director Joe Nanavich and Technician Nick Fuller, Media Services Technician Zoie Raum and Students on Council Hayden Seal, Morgan Zielinski, and Jonah Ayer.

Via Teams: Community Development Director Chris Pasinetti and Parks and Recreation Director Michelle Larson.

2. ADJUSTMENTS TO THE AGENDA:

- 11.A Community Center *Bond* Ad Hoc Committee
- 12.C New Business Addressing Flickering Light in Council Chambers
- 12.D New Business Additional ARPA Fund Distribution
- 13.A Executive Session Pending Litigation per RCW 42.30.110

Council consensus to approve agenda as adjusted.

3. MOTION TO APPROVE MINUTES:

- A. Council Minutes, 4/25/22

**WRIGHT MOVED TO APPROVE THE APRIL 25, 2022, MINUTES AS AMENDED.
SAUVAGEAU SECONDED.**

Gruner stated that for Resolution No. 1755, his vote shows opposed when he abstained.

MOTION CARRIED 7-0.

4. ANNOUNCEMENTS AND PRESENTATIONS:

A. ANNOUNCEMENTS

- 1. *National Corrections Week* Proclamation, May 1 – 7
- 2. *National Police Week* Proclamation, May 15 – 21

Mayor read both proclamations and presented them to Chief of Police, Tim Floyd

B. PRESENTATIONS

1. Chief of Police, Tim Floyd – LEMAP Review

Floyd explained the Loan Executive Management Assistance Program (LEMAP) review process. It allows a law enforcement agency to have a critical review of their department from outside sources. It is common for LEMAP to be completed either when preparing for accreditation or when a new Chief takes over. LEMAP is not an audit and only provides a status check of where the department is currently at and recommendations to become a better agency. He provided a timeline of the entire event and what they reviewed. At the end of the review, the LEMAP team stated that they had a lot of recommendations for the department that included a half a dozen items that needed immediate attention, which most were corrected within a day.

Graddon explained that on the police operations side of the LEMAP report is broken down into two areas that they reviewed, which are administration and operational. About 60% of the recommendations had to do with the policy manual that were quickly fixed. There are other recommendations that were made that will take some time to complete. Some of those recommendations included:

- Adopt an on-call duty staff officer
- Staffing analysis to provide 24/7 supervision
- Storage of hazardous materials
- On-going purging (firearms)
- Knowledge of retention of legislative updates and policy changes

Ryan oversees jail operations, records, and dispatch. Recommendations that were received for these areas included:

- Case file security
- Position vacancy plan
- Workload of communications supervisor
- Shared records duties during frequent absences
- Staffing level is at minimum to operate a 24-hr. division
- Security and inmate management
- PREA compliance audit completed the week after LEMAP
- Inmate communication

Floyd stated they received their review that had roughly 152 recommendations on it. They are tracking these recommendations and checking them off the list as changes are made. There are some recommendations that will not be possible to complete due to facilities and/or staff. Currently they have about 55% of the changes made, working on another 35%, and there is about 10% of the recommendations that are not feasible.

Mayor thanked the Enumclaw Police Department staff for their presentation.

In a response to a few questions from La Fleur and Sauvageau, Floyd and Graddon stated the following information:

- Non-feasible items include a jail library, occupational work programs, on-staff medical advisor and nutritionist, open air recreational area for inmates.
- The police department could be accredited, which will need to be a City decision since it is a balance of the budget and priorities. Possibly be two years before starting the

accreditation process.

- First time a LEMAP has been done at the police department

Gruner thought it was outstanding that the police department volunteered to go through with the review. He is also appreciative that they are working on improving the department especially with them being short-staffed.

In response to a question from Martinez, Graddon stated that the benefits of being accredited is that it professionalizes the organization and being held accountable. Accreditation agencies are voluntary. Martinez thanked the police department for doing the review.

Vinson commended the police department for going through the process and having received high marks from the review staff speaks volumes as to what they have done in preparing for this event.

C. COMMUNITY EVENTS

1. *Garden Club Plant Sale*, Saturday, May 14, 9:00 a.m. – 2:00 p.m., Parking Lot at Initial Ave and Cole St
2. *Bingo in the Tent*, Saturday, May 14, 4:00 p.m. – 7:00 p.m., Big Tent on Cole St
3. *Thunderdome Car Museum 3rd Anniversary*, Saturday, May 21, 9:00 a.m. – 5:00 p.m., Washington Ave

Mayor noted.

5. COMMENTS FROM THE AUDIENCE:

None.

6. PUBLIC HEARING:

None

7. TABLED BUSINESS:

None.

8. COUNCIL COMMITTEE REPORTS:

- A. COMMUNITY AND ECONOMIC DEVELOPMENT – Councilmembers Wright, Chair; La Fleur, Chevassus

Wright stated the Committee last met on May 9 via Teams. They discussed current staffing for the vacant planner position, Resolution No. 1754, possible repurposing ARPA funds to hire a consultant to facilitate the Annexation, and temporary signs. The next meeting is scheduled for Monday, May 23, 4:30 p.m. via Microsoft Teams video-conferencing.

- B. COMMUNITY SERVICES – Councilmembers Sauvageau, Chair; Koopman Frazier, Gruner

Sauvageau stated the Committee has not met since the last Council meeting. The next meeting is scheduled for Monday, May 16, at 5:00 p.m. at City Hall.

- C. FINANCE – Councilmembers Koopman Frazier, Chair; Martinez, Gruner

Koopman Frazier stated the Committee last met on May 9. They discussed a contract with Renton Collection Agency and a donation review. The next meeting is scheduled for Monday, May 23, 6:30 p.m. in the Finance Department.

D. PUBLIC SAFETY – Councilmembers Chevassus, Chair; Sauvageau, Martinez
Chevassus stated the Committee has not met since the last Council meeting. The next meeting is scheduled for Monday, May 16, 6:00 p.m. at the police station.

E. PUBLIC WORKS – Councilmembers La Fleur, Chair; Wright, Gruner
La Fleur stated the Committee last met on May 9. They discussed budget reallocation for the 410 sewer replacement, contract award of 248th lift station project, contract acceptance of the City Hall flooring project, Ordinance 2735, Boise Creek restoration contract amendment, Myrtle Street pavement preservation, update on gas trucks, and gas hedging. The next meeting is scheduled for Monday, May 23, 5:30 p.m. in the Council conference room at City Hall.

F. CHAMBER OF COMMERCE – Councilmembers Sauvageau, Liaison; Chevassus, Alternate
Sauvageau stated the Chamber Board has not met since the last Council meeting. The next meeting is scheduled for Wednesday, May 11, 8:00 a.m. at The Claw.

G. SOUND CITIES ASSOCIATION (SCA) - Councilmembers La Fleur, Liaison; Koopman Frazier, Alternate
La Fleur stated that SCA has not met since the last Council meeting. The May meeting has been cancelled and will next meet on June 8, 7:00pm via Zoom.

H. TOURISM ADVISORY BOARD (TAB) - Councilmember Chevassus, Liaison
Chevassus stated that TAB last met on May 3, but only had two members in attendance. Meeting had been rescheduled to May 10, 9:00 a.m. at The Local.

I. ENUMCLAW EXPO AND EVENTS ASSOCIATION (EEEE) BOARD - Councilmember Wright, Liaison
Wright stated that EEEA has not met since the last Council meeting. The next meeting is scheduled for Tuesday, May 24, 6:00 p.m. at the Expo Center.

J. STUDENTS ON COUNCIL - Ayer, Zielinski, Seal
Seal stated they have done their state testing last week on English and will be doing more testing this week.

Zielinski stated she attended Public Safety Committee last month and learned about the LEMAP, Peer Support Team, and safety hazards for the crew. She will be attending the next Public Safety Committee meeting.

Ayer has been busy with football and SBAC testing, which has been on Science and English so far and will be on Math next.

9. CONSENT AGENDA:

- A. PROFESSIONAL SERVICES AGREEMENT
 - 1. BHC Consultants, LLC – 248th Ave Lift Station Project, Preliminary Phase
- B. BUDGET AUTHORIZATION
 - 1. 410 Sewer Main Replacement Project
- C. PROJECT ACCEPTANCE
 - 1. G&W Commercial Interiors – City Hall Flooring Replacement Project
- D. LEASE EXTENSION
 - 1. Mocha Motion, Boise Creek Concessions
- E. BID AWARD REJECTED
 - 1. McFarland Pickleball Court – All Bids Rejected

WRIGHT MOVED TO APPROVE THE CONSENT AGENDA. SAUVAGEAU SECONDED. MOTION CARRIED 7-0.

10. GENERAL BUSINESS:

- A. ORDINANCE
 - 1. Ordinance No. 2735 – Boundary Line SE 448th

Deputy City Clerk Read by Title Only for the First Reading

ORDINANCE NO. 2735

AN ORDINANCE OF THE CITY OF ENUMCLAW, KING COUNTY, WASHINGTON REVISING THE CORPORATE BOUNDARY OF THE CITY OF ENUMCLAW TO INCLUDE THE UNINCORPORATED PORTIONS OF SE 448TH ST PROVIDED FOR IN RCW 35A.21.210.

Staff Report:

Hawthorne stated that the RCW 35A.21.210 authorizes the county and code cities by agreement to revise any boundary, which includes a street right-of-way to fully include or exclude a segment. The intersection at 244th Avenue SE and Roosevelt Avenue operates at Level of Service F and is currently under an improvement design, including a single-lane roundabout. The City limits surround three corners of the intersection, while the fourth corner is located in Unincorporated King County but located within the City’s potential annexation area.

The design for the intersection improvement will require reconstruction of the road 200 feet West of the City boundary to widen, improve the subgrade, and reconfigure the roadway, requiring the City to obtain a right-of-way use agreement and permits through King County. To ensure construction to City standards and to eliminate the requirements for County permits, a boundary line adjustment is recommended. The County has no interest in the developer’s project of the necessary improvements to the street.

Staff recommends adoption of Ordinance No. 2735, incorporating this portion of Roosevelt Ave into the City boundary.

Council Comments:

In response to a question from Sauvageau, Pasinetti stated they have not technically received any applications for any development on property 44807. As far as any issues with the airport being located right next to it, the comprehensive plan does have policies that support notes on subdivisions that makes statements that the house is located next to an airport.

Committee Report:

None

Council Action:

None

B. RESOLUTIONS

1. Resolution No. 1754 – Grace Point Annexation

Deputy City Clerk Read by Title Only

RESOLUTION NO. 1754

A RESOLUTION OF THE CITY OF ENUMCLAW, KING COUNTY, WASHINGTON ACKNOWLEDGING THE RECEIPT OF A NOTICE OF INTENT TO ANNEX CERTAIN REAL PROPERTY KNOWN AS THE GRACE POINT ANNEXATION AND ACCEPTING ANNEXATION PETITION.

Staff Report:

Pasinetti stated the annexation request is for two small properties on the South side of the SR 410. Pasinetti stated that the property tried to annex previously in 2020 that was expanded to include the Sierra Vista neighborhood to the South. The petitioner was unable to secure enough signatures to gather the 60% for the petition to pass. The petitioner resubmitted a petition to annex only the two parcels that NW Grace Point owns.

The two properties equal to 1.23 acres and both have a total value of \$415,600. They currently receive water and natural gas through the City, but not sewer. A sewer line is located about 120 feet to the West. It is located within the current fire district and served by King County Sheriff's Department.

Staff recommends Council to review the request and make a determination that the City will accept, reject, or geographically modify the proposed annexation and require the simultaneous adoption of the comprehensive plan and require the assumption of all or of any portion of existing City bonded indebtedness.

Council Comments:

A small discussion took place that included the following:

- Some assumptions as to why the annexation failed previously was the City code for parking and storage of recreational vehicles and that the neighborhood didn't see a benefit of annexing into the City at that time.

- Committee has reviewed the annexation and is in full support.
- Passing this Resolution will approve the petition as requested for the two properties and will allow Pasinetti to move forward with the Annexation process.

Chevassus would like to know the history and requested Pastor Heath to come to the podium to explain the reasoning behind the annexation.

Pastor Heath explained how he grew up here and loved the community. He wanted to start a church that would be seen as a community partner and be part of the solution. They have many resources and passionate individuals who want to help others, so it made sense for them to be part of the City. They have purchased additional property at the Farman Pickle Factory to build their church and use the property that is being annexed as a private Christian school, where they will also provide before and after school daycare.

In response to a question from Wright, Pastor Heath stated that the year long process for the annexation will not affect any of their current plans for the property.

Another small discussion among Council took place that included the following:

- Concerns of potential future individual annexation requests that may have different perspectives.
- A precedence was set when Council annexed in Mount Rainier Christian Center.
- A request will come up later to reappropriate ARPA funds to hire a consultant for the annexation process if the Resolution passes. This will help support Pasinetti and his work load since the planner position is currently vacant.

Council Action:

SAUVAGEAU MOVED TO APPROVE RESOLUTION NO. 1754. LA FLEUR SECONDED.

Another small discussion among Council took place that included the following:

- Annexations are not cheap, and this would have been better if there were more properties involved. However, it would be just a disservice to annex people into the City who did not want to be annexed.
- Concerns of potential increase of individual requests and when to determine to deny those requests.
- Each request will bring new information that will allow Council to make new decisions.
- This annexation would be viewed differently if it was for land to create more subdivisions when Council is aware that the Community wants less growth.
- The last two annexations have been churches. The last property driven annexation was the Harkness Annexation in 2009.
- The original proposal included 2 or 3 large tracts of land to the South of the neighborhood.
- Concerns of setting the precedent that businesses and organizations can make individual annexation requests.

MOTION CARRIED 5-2. GRUNER AND MARTINEZ OPPOSED.

Mayor stated that due to the time, Students on Council may leave the meeting. Ayer, Zielinski, and Seal left the meeting.

C. GENERAL ITEMS

1. Routine Reports

a. Police

Mayor noted.

11. UNFINISHED BUSINESS:

Adjusted: A. Community Center Bond Ad Hoc Committee

Mayor explained that he wanted to designate this committee separately from the first Ad Hoc Committee, which is quasi-design. He would like to have a discussion on whether this committee is needed, if three additional members would like to volunteer to be on this committee or have the duties fall on the existing Ad Hoc Committee. He would also like to determine whether they would like to form the committee now or at a later time. This committee will work in tandem with the design so when it is finalized and introduced to the citizens, there will be a strategy in place on how to finance it.

The following discussion among Council took place:

- Sauvageau stated he is in support of this committee and would like to volunteer.
- Gruner is also in support of this committee.
- Wright stated he is part of the first Ad Hoc Committee but will volunteer for this as well if needed.

Mayor stated that with how bonds are treated with elected officials involved there are certain dos and don'ts before and after Council approves to move a bond before the public. Vinson stated that he had a list of these waiting to be sent to Council depending on what they decide. Some of these dos and don'ts include:

- Council as a whole can pass a Resolution in approval or opposition of a bond ballot measure but need to provide sufficient notice and equal time for both sides.
- If asked directly, Council can give their own opinions but not of the whole Council.
- City resources can't be used to support or oppose the bond.
- Can encourage to vote, but not for or against the bond.
- Fact sheets are okay to be distributed by City staff as long as it does not encourage to vote for or against the bond.

Additional Council discussion took place that included:

- Original Ad Hoc Design Committee will include Gruner, Chevassus, and Wright.
- Time involvement will start off light but will become more involved as the design is completed. Potentially meet once a week to every two weeks.
- Donations can be accepted but is usually done by Resolution for tracking purposes.
- The scope of the committee will make sure that the bond is the right way to go, other terms of financing, and what is the message to the community.
- Martinez is willing to join the committee to bring a different perspective to the group.
- Forming the committee can wait for a couple of months but shouldn't wait too long.

- The committee should be called the Ad Hoc Finance Committee instead.
- Koopman Frazier also volunteers to be part of this committee.
- Preference to have different members on the Ad Hoc Finance Committee than from the Ad Hoc Planning Committee.

Council consensus to table forming a committee until the last meeting in June.

12. NEW BUSINESS:

A. Redistribution of ARPA Funds for Temporary Employment Regarding Event Position(s) in Parks and Recreation Department

Wright stated that the work the Events Coordinator have done in the last two years have become popular throughout the community, such as Sundays on Cole Street, Evening Market, to Concerts in the Park. The Coordinator is working weekends and nights to set these events up and needs assistance. He would like to repurpose ARPA funds to hire a part-time Parks and Recreational Assistant to assist with events. He expects this position to cost the City about \$30,000 a year. Parks was awarded a total of \$100,000 for community events and family activities for 2021-2022 that have not been used and could be repurposed to cover the costs for the new position.

The following discussion among Council took place:

- Alina Hibbs, Events Coordinator, works extremely hard and is very loyal to her job. Council members are in full support in providing her with assistance.
- Position should be funded for a year, then go through the budget process to determine whether it would be feasible to continue the position or terminate it.
- If Michelle Larson is okay with using \$60,000 to fund the position, then would be comfortable approving for two years.
- Time frame would begin when the new person hired starts the position.
- Unused ARPA funds that rolled over from 2021 is about \$500,000.

WRIGHT MOVED TO APPROVE THE PARKS AND RECREATIONAL DIRECTOR TO REAPPROPRIATE THE FUNDS ALLOCATED TO HIRE A PART TIME POSITION FOR TWO YEARS. SAUVAGEAU SECONDED. MOTION PASSED 7-0.

B. Update on City of Enumclaw Remote Work Policy

Mayor stated that this policy is still in draft form and is not a settled policy yet. Some key elements from the policy include:

- At the discretion of the department director and based on the function, role, and business needs of the department, certain employees may be authorized telecommuting assignments.
- Telecommuting may be appropriate for some employees, supervisors, and duties, but not necessarily viable for everyone.
- Employees must report to their assigned location a minimum of one day per week.
- Telecommuting agreements may be discontinued at any time for any reason.
- The City will not be responsible for costs associated with initial set up of telecommuters work environment.
- The telecommuter and the supervisor mutually agree to adhere to and evaluate a daily work plan.

- Checks and balances are also within the policy that the telecommuter and the supervisor would sign prior to the telecommuting work begins.

Once the policy is finalized, it will be brought back before Council.

In a response to a question from Sauvageau, Nanavich stated that the costs associated with this is no different from when employees were working remote during Covid. With costs being about the same, they stopped purchasing desktops and have set employees up with laptops. In the beginning of the pandemic, the City scrambled to get employees working remote, but we are in a much better place if something should arise again that would require employees to work remote.

ADDED: C. Flickering Light in Council Chambers

In a response to a question asked by Chevassus, Hawthorne explained that Facilities Maintenance, Randy Collins, fixed the flickering light in the Council Chambers.

ADDED: D. Additional ARPA Fund Distribution

Wright explained that there were some ARPA funds that were allocated for certain items but are now rolling over due to reasons such as obtaining funds from another source, or those items not being purchased. For instance, \$88,000 was allocated to purchase stage lights and speakers, but was told by several light and sound technicians to not purchase these items, since they typically bring their own to use.

He stated that he received an update from Rainier Foothills Wellness Foundation on the mental health counseling for the kids. These updates included:

- The two counselors served over 275 students in the school year.
- Current ongoing counseling services for 139 students.
- Referred about 138 students to outside counseling services.
- A survey was completed that showed mainly 4 to 5 star ratings of the counseling services.
- Backpack program for food was launched at the high school.

Wright explained that Council had allocated \$45,000 last year and was going to allocate another \$45,000 this year using ARPA. RFWF had applied for a few grants for the 2022-2023 school year, which have been denied. They need to acquire \$20,000 more to retain the two counselors they currently have. They were able to secure an intern to assist with one-on-one sessions and Black Diamond had contributed \$5,000 more. RFWF have received \$45,000 from Enumclaw, and another \$25,000 from the County and will be applying for additional grants. Wright proposes that since the \$88,000 does not have to be spent on the stage trailer lighting, to reallocate \$25,000 of those funds to RFWF. This would increase Enumclaw's contribution to \$70,000, which will retain the two counselors that they have and provide additional funding to help hire a third counselor. The school district did speak with RFWF to about contracting through them for additional counselors, but the amount per school district approved by the legislature is unknown at this time.

A small discussion among Council took place that include the following:

- Comfortable reallocating the funds to assist in retaining the counselors but will need to review when ARPA funding is no longer available.
- Concerns about funding for counseling when parents are no longer involved with child's counseling after the age of 12.

- ARPA funds to be rolled into the budget cycle and prioritize based on the competing interest that the City have.
- This request would typically wait until the budget cycle in the fall, but with the school year ending soon, they want to retain the counselors for the next school year.

WRIGHT MOVED TO PULL \$25,000 FROM THE STAGE TRAILER LIGHTING THAT WAS BUDGETED AND MOVE TO ADD TO THE WELLNESS FOUNDATION FOR A TOTAL OF \$70,000 IN ADDITION TO THE \$45,000 ALREADY BUDGETED. LA FLEUR SECONDED.

Additional Council discussion included:

- The counseling is a much needed service, but hard to approve with the laws currently in place.
- The counseling could potentially be saving children’s lives and in some situations some children need to talk to someone that is not part of their family.
- Don’t want to have a situation where they could have helped someone.

MOTION PASSED 6-1. GRUNER OPPOSED.

Wright proposed that from the remaining \$63,000 of the stage trailer funds, he would like to offer \$10,000 tech grants to Chamber of Commerce and to the Expo Center. The Expo Center’s computer systems are second hand police equipment and need updated equipment to run the property and events there. He would like to purchase two computers for the Chamber of Commerce to assist in providing better services to the businesses. If they do build a new community center where the Chamber is currently located then the equipment could be returned to the City that will be used within the center.

The following discussion among Council took place.

- Accountability and oversight on what equipment is purchased.
- Chamber could purchase these themselves if they really needed them.
- Different ways that the equipment could be purchased and either tracked by IT as City assets or completely turned over to Expo to have their IT manage equipment.
- Anderson recommended to have Expo purchase the equipment and have them submit a reimbursement.

WRIGHT MOVED TO REALLOCATE \$10,000 FROM THE STAGE TRAILER LIGHTING FOR REIMBURSEMENT TO EXPO FOR NEW TECHNOLOGY PURCHASES. MARTINEZ SECONDED. MOTION PASSED 7-0.

13. EXECUTIVE SESSION:

ADDED: A. Pending Litigation per RCW 42.30.110 (i) – Estimated Time 10 Minutes

MAYOR RECESSED THE MEETING AT 9:39 P.M.

MAYOR RE-CONVENED THE MEETING AT 9:50 P.M.

14. ADJOURNMENT:

**CHEVASSUS MOVED TO ADJOURN THE MEETING. SAUVAGEAU SECONDED.
MOTION CARRIED 7-0.**

Meeting adjourned at 9:51 p.m.

Respectfully Submitted,



Jessica Rose
Deputy City Clerk

Date Minutes Approved: 5-23-22