



CITY COUNCIL REGULAR MEETING 7/24/23

Monday, July 24, 2023 at 7:00 PM

City Hall

AGENDA

1. Call to Order

2. Flag Salute

3. Roll Call

4. Presentation

[A.](#) 2nd Quarter Finance Report

5. Approval of Agenda

6. Consent Agenda

A. Audit of Reports

1. Claims #113047 - #113067 = \$ 93,482.20

July 24, 2023

2. Payroll #61554 - #61557 = \$ 96,542.14

July 21, 2023

[B.](#) Minutes

Council Meeting - June 26, 2023

7. Reports

8. Audience Participation

The City Council encourages public participation during meetings of the City Council and welcomes your comments. This time is set-aside for you to speak to the City Council on any issue. The Council ordinarily takes non-agenda matters under advisement before taking action. You are also invited to comment on action items as they are considered during the meeting. Individual speakers will be limited to three (3) minutes each in addressing the City Council. When addressing the Council, please speak clearly and audibly and state your name and address for the record.

9. Discussion

[A.](#) Resolution 1259-23, ROW Vacation Public Hearing Date

10. New Business

11. Old Business

12. Ordinances & Resolution

[A.](#) Ordinance 1221-23, AMC 2.52.040 Salaries Update

13. Next Workshop

14. Adjournment

TREASURER'S REPORT

Section 4, Item A.

Fund Totals

City Of Algona

Time: 14:28:27 Date: 07/24/2023

06/01/2023 To: 06/30/2023

Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 Current Expense	1,223,727.18	169,135.99	356,209.26	1,036,653.91	90,121.24	17,386.41	-7,455.40	1,136,706.16
002 Drug Fund	6,676.60	0.00		6,676.60	0.00	0.00	0.00	6,676.60
101 Street Fund	61,996.45	77,401.74	19,528.52	119,869.67	3,798.32	820.58	0.00	124,488.57
105 Contingency Fund	333,319.60	0.00		333,319.60	0.00	0.00	0.00	333,319.60
106 Capital Improvement Fund	490,843.58	4,501.24	157,500.00	337,844.82	0.00	0.00	0.00	337,844.82
110 Park Impact Fund	182,231.14	28,592.55		210,823.69	0.00	0.00	0.00	210,823.69
205 General Obligation Bond Fund	-9,278.78	157,500.00		148,221.22	0.00	0.00	0.00	148,221.22
401 Stormwater Mgmt Fund	1,719,585.88	34,799.36	20,495.47	1,733,889.77	2,021.36	770.88	-7,145.25	1,729,536.76
402 Water Maintenance Fund	1,157,952.61	55,315.61	62,629.87	1,150,638.35	77,829.50	679.00	-6,658.91	1,222,487.94
403 Sewer Maintenance Fund	704,487.42	121,357.40	95,197.51	730,647.31	5,652.44	515.46	-21,035.98	715,779.23
404 Water Capt'l Improve Fund	629,895.31	5,413.74		635,309.05	-10.00	0.00	-1,011.19	634,287.86
405 Sewer Capt'l Improve Fund	361,867.54	0.00		361,867.54	0.00	0.00	0.00	361,867.54
406 Stormwater Capt'l Improve Fund	222,973.91	0.00		222,973.91	0.00	0.00	0.00	222,973.91
501 Equipment Replacement Fund	759,708.82	0.00		759,708.82	0.00	0.00	0.00	759,708.82
621 Unemployment Trust Fund	934.69	0.00	5,982.64	-5,047.95	0.00	0.00	0.00	-5,047.95
625 Explorers Program Fund	27,417.46	0.00		27,417.46	0.00	0.00	0.00	27,417.46
	<u>7,874,339.41</u>	<u>654,017.63</u>	<u>717,543.27</u>	<u>7,810,813.77</u>	<u>179,412.86</u>	<u>20,172.33</u>	<u>-43,306.73</u>	<u>7,967,092.23</u>

TREASURER'S REPORT

Section 4, Item A.

Account Totals

City Of Algona

06/01/2023 To: 06/30/2023

Time: 14:28:27 Date: 07/24/2023

Page: 2

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
2 LGIP - INVESTMENT PURCHASE	7,294,552.15	31,174.13	0.00	7,325,726.28	0.00	0.00	7,325,726.28
4 Petty Cash	350.00	0.00	0.00	350.00	0.00	0.00	350.00
5 Checking Account - Umpqua	555,231.33	397,888.61	493,667.76	459,452.18	-19,106.59	200,670.36	641,015.95
6 Xpress EFT	24,205.93	40,473.60	39,394.22	25,285.31	-25,285.31	0.00	0.00
Total Cash:	7,874,339.41	469,536.34	533,061.98	7,810,813.77	-44,391.90	200,670.36	7,967,092.23
	7,874,339.41	469,536.34	533,061.98	7,810,813.77	-44,391.90	200,670.36	7,967,092.23



CITY COUNCIL REGULAR MEETING

Monday, June 26, 2023 at 7:00 PM

City Hall

MINUTES

1. Call to Order

Mayor Pro Tem Brenna Franco called the meeting to order at 7:00 PM.

2. Flag Salute

3. Roll Call

PRESENT

- Council Member Brenna Franco
- Council Member Gordon Cook
- Council Member Timothy Fairley
- Council Member Lynda Osborn
- Council Member William Thomas

ABSENT

Mayor Troy Linnell

Staff Present: Russ Avery, Public Works Director; James Schrimpsheer, Chief of Police; Jessica Griess, City Clerk

4. Presentation

None.

5. Approval of Agenda

Motion made by Council Member Cook to amend the agenda to move item 9B to 12C, Seconded by Council Member Fairley.

Voting Yea: Council Member Cook, Council Member Fairley, Council Member Osborn, Council Member Thomas

Motion made by Council Member Cook to approve the amended agenda, Seconded by Council Member Thomas. Voting Yea: Council Member Cook, Council Member Fairley, Council Member Osborn, Council Member Thomas

6. Consent Agenda

Motion made by Council Member Fairley, Seconded by Council Member Osborn.

Voting Yea: Council Member Cook, Council Member Fairley, Council Member Osborn,

Council Member Thomas

A. June 12th, 2023 Workshop Minutes

June 12th, 2023 Council Minutes

B. Audit of Reports

June 26th, 2023 Claims #112987 - #113011 = \$126,438.75

June 23rd, 2023 Payroll #61550 - #61553 = \$107,391.00

7. Reports

Mayor Pro Tem Franco - None.

Council Member Cook - Finance Committee was canceled this week since Tara is out of town. Will have a meeting next month.

Council Member Fairley - Russ, thank you for getting that gate closed.

Council Member Osborn - None.

Council Member Thomas - None.

Public Works Director Russ Avery - Started mowing the ditch along 167 and got a bobcat on tracks that worked very well. We've been looking at areas to camera the stormwater drain system.

Police Chief James Schrimpsheer - On the police side, we will have extra patrols for 4th of July to enforce the fireworks code. I encourage people to call the non emergency line if they see fireworks within city limits. Two officers are going into the shadow phase of their training. National Night Out is August 1st this year. Cari and Gary are coordinating neighborhood events. Times and locations will be advertised as soon as they are set. Algona Day is also in August. There will be a flag design contest and the winner will be announced at Algona Day. You'll see the advertisement for it in the newsletter. Wanted to commend Russ's efforts on cleaning the 167 ditch. New code enforcement person starting July 1st. He is excited to start.

City Clerk Jessica Griess - Had a great turnout to the movie in the park this last Friday. We scheduled a local photographer to take staff and Council photos before the next council meeting.

8. Audience Participation

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None.

9. Discussion

A. Hazardous Waste Program Agreement

City Clerk Jessica Griess briefed the Council on the King County Hazardous Waste grant. The \$11,000 goes towards the 2023-25 recycling events.

B. ESA 2023 Fee Schedule

City Clerk Jessica Griess provided Council the updated fee schedule for Environmental Science Associates.

10. New Business

11. Old Business

A. Gray & Osborn Proposal and Contract, Comprehensive Flood Hazard Management Plan Update

Motion made by Council Member Fairley, Seconded by Council Member Cook.
Voting Yea: Council Member Cook, Council Member Fairley, Council Member Osborn, Council Member Thomas

Execution of the Gray & Osborn Contract to update the Comprehensive Flood Hazard Management Plan approved.

12. Ordinances & Resolution

A. Ordinance 1222-23, Budget Amendment

Motion made by Council Member Cook, Seconded by Council Member Thomas.
Voting Yea: Council Member Cook, Council Member Fairley, Council Member Osborn, Council Member Thomas

Ordinance 1222-23 passed.

B. Resolution 1257-23, Housing Action Plan

Motion made by Council Member Fairley, Seconded by Council Member Cook.
Voting Yea: Council Member Cook, Council Member Fairley, Council Member Osborn, Council Member Thomas

Resolution 1257-23 passed.

C. Ordinance 1223-23, Municipal Code Drug Law Update

Motion made by Council Member Osborn to waive the three touch rule, Seconded by Council Member Fairley. Voting Yea: Council Member Cook, Council Member Fairley, Council Member Osborn, Council Member Thomas

Motion made by Council Member Thomas, Seconded by Council Member Osborn.
Voting Yea: Council Member Cook, Council Member Fairley, Council Member Osborn,
Council Member Thomas

Ordinance 1223-23 passed.

13. Next Workshop

Council asked to do next workshop the second meeting of July. Junior Council and Code Enforcement Board to be on the agenda.

14. Adjournment

Mayor Pro Tem Franco adjourned the meeting at 7:32 PM.



CITY COUNCIL

AGENDA BILL # AB23-0087

**City of Algona
200 Washington Blvd.
Algona, WA 98001**

ITEM INFORMATION

SUBJECT: Resolution 1259-23, ROW Vacation Public Hearing Date	Agenda Date: July 24th, 2023		
	Department/Committee/Individual	Created	Reviewed
	Mayor		
	City Administrator		
	City Attorney	x	x
	City Clerk		x
	Finance Dept		
	PW/Utilities		
	Planning Dept		
	Community Services		
Cost Impact:	Police Dept		x
Fund Source:	Finance Committee		
Timeline:	Planning Commission		
	Civil Service Committee		

Staff Contact: Jessica Griess, City Clerk
Attachments: Resolution 1259-23, ROW Vacation Public Hearing Date

SUMMARY STATEMENT:
 The City has received an application for a right-of-way vacation for the Algona Village project. A public hearing is required for ROW vacations and must be set by resolution. To keep in compliance with the 20 day notice requirement, this resolution sets the public hearing for the August 28th Council meeting.

COMMITTEE REVIEW AND RECOMMENDATION:

RECOMMENDED ACTION:

RECORD OF COUNCIL ACTION

<i>Meeting Date:</i>	<i>Action:</i>	<i>Vote:</i>

CITY OF ALGONA, WASHINGTON

RESOLUTION NO. 1259-23

A RESOLUTION OF THE CITY OF ALGONA, WASHINGTON, FIXING A DATE FOR A PUBLIC HEARING TO CONSIDER VACATING A PORTION OF THE 1st AVENUE NORTH PUBLIC RIGHT-OF-WAY.

WHEREAS, pursuant to Chapter 35.79 RCW, the City has received a petition to vacate a portion of 1st Avenue North from and on behalf of Algona View Investment, LLC, the owner of Property Tax Lot No. 3356407842, which property is immediately adjacent to the subject portion of right-of-way; and

WHEREAS, in accordance with RCW 35.79.010, the petition has been signed by more than two-thirds of the owners of the parcels abutting the portion of the right-of-way area proposed to be vacated, and the petition is now being forwarded to the City Council to set a date for a public hearing on the proposed vacation;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ALGONA DO RESOLVE AS FOLLOWS:

Section 1. Public Hearing. Pursuant to RCW 35.79.010, the date and time of August 28, 2023, at 7:00 PM, or as soon thereafter as the matter may be heard, is hereby established as the date on which the Algona City Council will hold a public hearing to consider the proposed vacation of a portion of 1st Avenue North as depicted in Exhibit A, attached hereto and incorporated herein by this reference as if set forth in full. The hearing will be held as part of the regular City Council meeting at Algona City Hall, in the Council Chambers, located at 200 Washington Boulevard, Algona, Washington.

Section 2. Notice. In accordance with RCW 35.79.020, the City Clerk is hereby directed to provide at least twenty (20) days' notice of the date, time, location, and purpose of the above-referenced public hearing by: (a) publishing once in the City's official newspaper; (b) posting in a conspicuous place on the street portion proposed to be vacated; (c) posting in three (3) prominent public places throughout the City; and (d) mailing to all owners or reputed owners of property abutting upon the street portion proposed to be vacated, as shown on the rolls of the King County Treasurer, and directed to the addresses thereon shown.

Section 3. Effective Date. This resolution shall take effect immediately upon passage.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF THIS _____ DAY OF _____ 20_____.

Troy Linnell, Mayor

ATTEST:

Jessica Griess, City Clerk

APPROVED AS TO FORM:

J. Zachary Lell
City Attorney

Filed with the City Clerk:
Passed by the City Council:
Resolution No.: 1259-23

Exhibit A

THAT PORTION OF LAND LYING WITHIN THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 26, TOWNSHIP 21 NORTH, RANGE 4 EAST OF THE WILLAMETTE MERIDIAN BEING DESCRIBED AS FOLLOWS.

THAT PORTION OF 1ST AVENUE, CD HILLMAN'S PACIFIC CITY ADDITION TO SEATTLE DIVISION NUMBER 6. RECORDED DECEMBER 4TH 1906 IN VOLUME 14 OF PLATS, PAGE 30, RECORDS OF KING COUNTY, WASHINGTON.

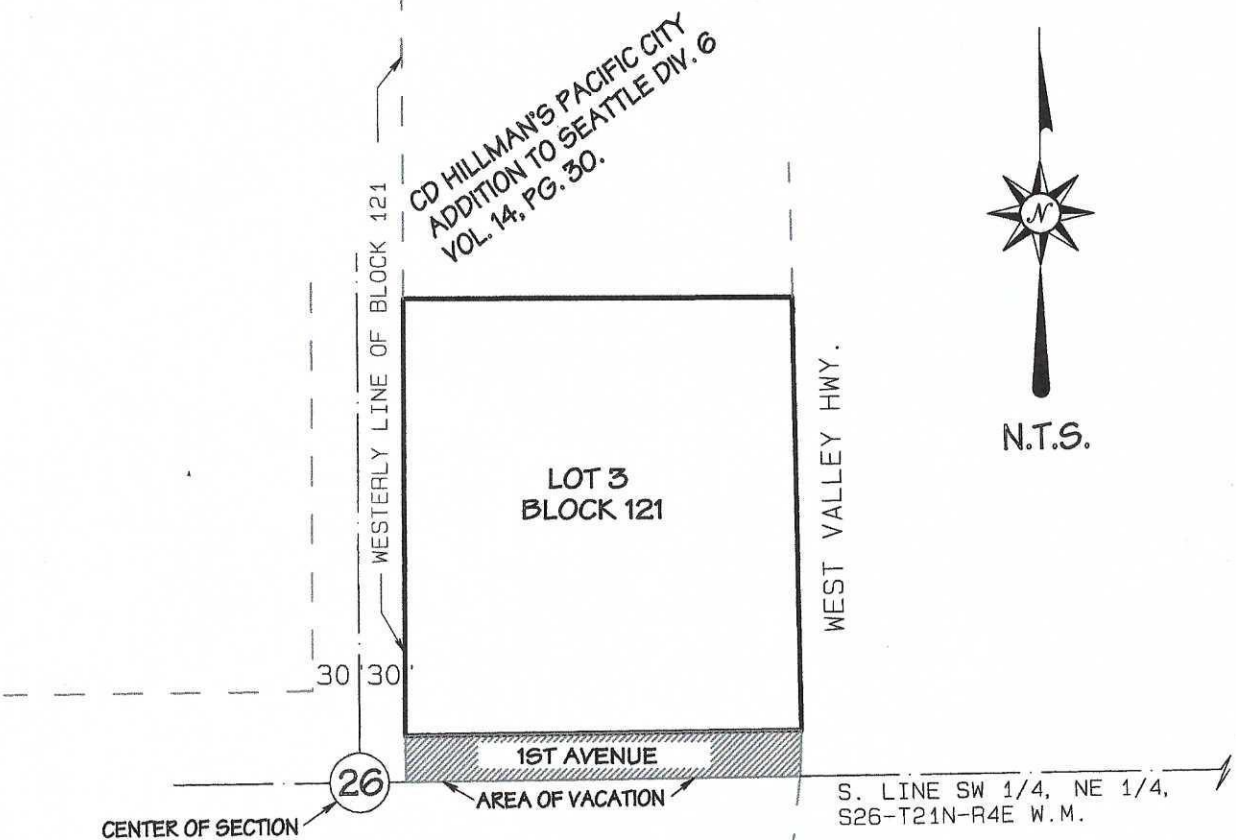
SAID PORTION BEING THAT PORTION OF FIRST AVENUE, LYING SOUTH OF LOT THREE AND EAST OF THE WESTERLY LINE OF BLOCK 121 EXTENDED AND WEST OF THE WESTERLY RIGHT OF WAY MARGIN OF WEST VALLEY HIGHWAY SOUTH.

CONTAINING 7697+/- SF (0.18 ACRES MORE OR LESS)

SITUATE IN THE COUNTY OF KING STATE OF WASHINGTON.



EXHIBIT B



CD HILLMAN'S PACIFIC CITY
ADDITION TO SEATTLE DIV. 6
VOL. 14, PG. 30.



CENTER OF SECTION

26

AREA OF VACATION

S. LINE SW 1/4, NE 1/4,
S26-T21N-R4E W.M.



CITY OF ALGONA, WASHINGTON

ORDINANCE NO. 1221-23

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALGONA, WASHINGTON, AMENDING CHAPTER 2.52 AMC SALARIES; ALLOWING THE SALARY OF THE MAYOR TO BE SET EITHER THROUGH THE CITY’S ANNUAL BUDGET ADOPTION PROCESS OR THROUGH A BUDGET AMENDMENT; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, pursuant to applicable state law, including without limitation RCW 35A.12.070, the salary of the mayor shall be fixed by ordinance and may be revised from time to time by ordinance; and

WHEREAS, the City has adopted standards and procedures for adjusting the salary of the mayor, and has codified the same at Chapter 2.52 AMC; and

WHEREAS, the City Council wishes to amend Chapter 2.52 AMC to clarify that the salary of the Mayor may be adjusted either through the City’s annual budget adoption process or in conjunction with a mid-year budget amendment;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ALGONA DO ORDAIN AS FOLLOWS:

Section 1. Amendment of AMC 2.52.040. Section 2.52.040 of the

Algona Municipal Code is hereby amended to provide in its entirety as follows:

The salary of the mayor shall either be set annually at the time of adoption of the budget by the city council or in conjunction with an amendment of the budget, and shall be recorded in the budget or budget amendment ordinance.

Section 2. Severability. Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of

this ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 3. Effective Date. This ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF THIS _____ DAY OF _____ 2023.

Troy Linnell, Mayor

ATTEST:

Jessica Griess, City Clerk

APPROVED AS TO FORM:

J. Zachary Lell
City Attorney

Filed with the City Clerk:
Passed by the City Council:
Ordinance No.: 1121-23
Date of Publication:



CITY COUNCIL

AGENDA BILL # AB23-0082

**City of Algona
200 Washington Blvd.
Algona, WA 98001**

ITEM INFORMATION

SUBJECT: Ordinance 1221-23, Salaries AMC Update	Agenda Date: July 24th, 2023		
	Department/Committee/Individual	Created	Reviewed
	Mayor		
	City Administrator		
	City Attorney	x	x
	City Clerk		x
	Finance Dept		
	PW/Utilities		
	Planning Dept		
	Community Services		
Cost Impact:	Police Dept		
Fund Source:	Finance Committee		
Timeline: 1st review – 5/22/23	Planning Commission		
2nd review – 6/12/23	Civil Service Committee		
3rd review – 7/24/23			

Staff Contact: Jessica Griess, City Clerk
Attachments: Ordinance 1221-23

SUMMARY STATEMENT:

The language in the current code has the Mayor’s salary to be changed during the annual budget process. This ordinance is to amend it to allow the mayor salary to also be changed with a budget amendment.

COMMITTEE REVIEW AND RECOMMENDATION:

RECOMMENDED ACTION:
Make a motion to approve Ordinance 1221-23.

RECORD OF COUNCIL ACTION

<i>Meeting Date:</i>	<i>Action:</i>	<i>Vote:</i>