



Quil Ceda Village  
Regular Council Meeting  
October 15, 2018  
Minutes

Call Meeting to Order 1:03PM

President Jared Parks - Present  
Councilmember Marlin Fryberg Jr. - Absent  
Councilmember Les Parks -Present

President Parks states, let the record reflect that Councilman Fryberg is at a meeting with the U.S. Attorney office.

**1) Motion made by President Parks to approve the agenda for the regular Village Council meeting of October 15, 2018.**

Seconded  
Questions: None  
2 For 0 Against  
Motion Carried

**2) Motion made by President Parks to approve the regular Village Council meeting minutes held on September 17, 2018 as presented.**

Seconded  
Questions: None  
2 For 0 Against  
Motion Carried

**Public Safety & Justice**

3) Marysville Fire District 12 September Report  
Discussion: Chief McFalls, Councilman Parks

Marysville Fire District is on pace to do about 530 calls, the average response time for September was 8 minutes 35 seconds. We are still working on the Regional Fire Authority planning, funding level, and the measure will be placed on the ballot for voters in March. October is Breast Cancer awareness month, and MFD badges will have a Pink stripe during the month of October. AED (Automated External Defibrillator) has primarily been used at the resort and a little bit at Seattle Premium Outlets. The use of AEDs is pretty standard across the district, especially with the elderly.

#### 4) Tulalip Police Department September Report

Discussion: Chief Sutter, President Parks, Councilman Parks

Chief Sutter introduced himself. He has 32 years of experience in law enforcement, 26 years as Assistant Chief of Police for the Vancouver Police Department, and spent 6 years in California as an officer. Today marks the start of my fourth week here at Tulalip. On my personal side, my wife was born and raised on the Navajo Reservation. My wife and children speak fluent Navajo. When I saw the job opening here at Tulalip, and felt a connection and need to work here in this community. I am very pleased to be here and look forward to working in this community.

For the last reporting period of September, we had 699 calls. A few things that jumped out at me, in the future, I am working on a RMS/CAD new system. More accurate, include both Dispatch calls and result of calls. One of the things that I am pleased to see is the high number of field interviews. We conducted 160 field interviews, conducted 100 traffic stops. There are always officers in and around Quil Ceda Village, checking the parking lots, conducting business checks. There were 12 auto collisions in September, 10 non-injured, 2 injuries, 22 auto thefts, we are going to have to work on that. One of our goals, the Deputy Chief and I, is to create patrol districts. This will help capture better crime statistics. Ideally we'd like to have 2 officers assigned to the village, and keep them assigned to those areas for a longer period of time. This will help the officers become aware of the surroundings and the citizens in the area. There is a plan to put into place with homelessness, social work. They come out of the woods to perform their illegal activity, and go right back into the woods. The majority of the crime performed in QCV is done by non-tribal members, and we are working on a better community response team to help reduce that activity. To make it harder for the offender to get away with their crime, and keep any eye on the hot spot areas. A homeless person at the Plant Farm property pulled a knife on the caretaker of the property, so we'd like citizens to exercise greater caution when approaching any criminal trespasser. They are brazen and have an aggressive tone. I urge you to call us and we will be responsive. I think our greatest tool we have is to have designated patrols. Chief Sutter had a meeting with Chief McFalls and believes they will have a great working relationship, as they share common goals. The Council states, local municipalities have created laws that have moved homeless to the reservation, but we intend to be mindful of our neighbors. We will try to prevent moving them from to neighboring areas, even though neighboring municipalities have not done that with us.

#### **5) Motion made by Councilman Parks to adopt Resolution 2018-029 approving the one (1) year Tulalip Police Department service agreement from the Council of Consolidated Borough of Quil Ceda Village for the 2019 calendar year in the amount of \$2,751,028.00 with funding to come from the approved 2019 QCV Public Safety Budget.**

Seconded

Questions: Barbara Parker, is this the same amount as 2018? Village Clerk Flores responds, yes. The only contract that has an increase is the Emergency Services and Fire Protection Contract.

2 For 0 Against

Motion Carried

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Village Council Meeting

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**6) Motion made by President Parks to adopt Resolution 2018-030 approving the one (1) year Tribal Court Services Agreement with the Consolidated Borough of Quil Ceda Village for the 2019 calendar year in the amount of \$264,720.00 with funding to come from the approved 2019 QCV Public Safety Budget.**

Seconded

Questions: None

2 For 0 Against

Motion Carried

**7) Motion made by Councilman Parks to adopt Resolution 2018-031 approving the one (1) year Marysville Fire District 12 Services Agreement with the Consolidated Borough of Quil Ceda Village for the 2019 calendar year in the amount of \$563,929.00 with funding to come from the approved 2019 QCV Public Safety Budget. *Noting for the record that this a 5% increase from last year.***

Seconded

Questions: None

2 For 0 Against

Motion Carried

**8) Motion made by Councilman Parks to adopt Resolution 2018-032 approving the one (1) year Attorney Services Agreement with the Consolidated Borough of Quil Ceda Village for the 2019 calendar year in the amount of \$115,000.00 with funding to come from the approved 2019 QCV Public Safety Budget.**

Seconded

Questions: None

2 For 0 Against

Motion Carried

**9) Motion made by Councilman Parks to adopt Resolution 2018-033 approving the one (1) year Prosecutorial Services Agreement with the Consolidated Borough of Quil Ceda Village for the 2019 calendar year in the amount of \$225,646.00 with funding to come from the approved 2019 QCV Public Safety Budget.**

Seconded

Questions: None

2 For 0 Against

Motion Carried

## **General Manager**

**10) Travel Report – FYI**

## **Administration**

**11) 3<sup>rd</sup> Quarter Environmental Health Inspection Report**

The Council recommends the General Manager follow up on the reports at a meeting with the Health Inspector.

**12) Motion made by Councilman Parks to adopt Resolution 2018-034 approving the Tulalip Tribes' Finance and Human Resources Department Service Agreement for the Consolidated Borough of Quil Ceda Village.**

Seconded

Questions: Kevin Jones, what does this mean? President Parks responds, this does not change the daily process or functions of QCV Finance, it only changes the CFO reporting structure. The Village CFO will no longer report to the General Manager, they will report to Barbara Parker, Tulalip Tribes Finance Executive Director.

2-0

Motion Carried

**Finance**

**13) Budget & Project Report for September 2018**

Discussion: Mark Sabo, Interim CFO, Councilman Parks, Jereme Gobin, Utilities Manager

We are on pace of 71% of budget, main income item is from Cigarette Tax. All of these are accruals, except the Cigarette taxes. Those are based on actual purchases, and is heavily dependent on cigarette taxes. On the expense side, the major expenses are at 56% for the year. The major expense that hit in September will be from Transportation for street striping. On the staff personal side, Sarah updated me before she left. It was a good transition. Next week, six (6) people from Finance will be attending training. Myself, Charvette, Amanda, Reggie, Jeannie, and Renee. The Council asks how the Utilities upgrade project is going. Jereme Gobin states he and Lukas Reyes are working on finalizing the schedule.

**14) Motion made by Councilman Parks to adopt Resolution 2018-035 approving the Transfer of \$1,651,145 from the tax bank account to the QCV main operating account to cover the first half of the year expenditures funded with QCV unspent tax funds.**

Seconded

Questions: None

2 For 0 Against

Motion Carried

**15) Motion made by Councilman Parks to adopt Resolution 2018-036 approving to amend the investment account authorities and electronic funds authority on all Wells Fargo Securities Investment accounts.**

Seconded

Questions: None

2 For 0 Against

Motion Carried

**16) Motion made by Councilman Parks to adopt Resolution 2018-037 approving to amend the account signers and electronic funds authority on all Wells Fargo bank accounts.**

Seconded

Questions: Barbara Parker, is this due to the CFO change? Martin Napeahi responds, yes.

2 For 0 Against

Motion Carried

**17) Motion made by Councilman Parks to adopt Resolution 2018-038 approving to amend the account signers and electronic funds authority on all US Bank accounts.**

Seconded

Questions: None

2 For 0 Against

Motion Carried

**18) Motion made by Councilman Parks to adopt Resolution 2018-039 approving to amend the account signers and electronic funds authority on all Salal Credit Union bank accounts.**

Seconded

Questions: None

2 For 0 Against

Motion Carried

## **Human Resources**

**19) 3<sup>rd</sup> Quarter Employee Statistics – FYI**

**20) Motion made by Councilman Parks to adopt Resolution 2018-040 approving the request for retirement/severance pay for Richard Brown for 30 years, 6 months, and 26 days of service to Quil Ceda Village in the amount of \$10,700.24.**

Seconded

Questions: None

2 For 0 Against

Motion Carried

## **Transportation**

**21) Street Signs at 99<sup>th</sup> PI NE – Discussion**

Debra Bray, Transportation Manager, President Parks, Councilman Parks

The General Manager received some complaints from a few employees. They were in regard to the intersection at 99<sup>th</sup> and the road behind Bob's to Cabela's and now facing the casino. They cited poor visibility, signage, and believe it is a safety concern. The request is to install stop signs at that intersection. Others asked what the safety issue was because they had no safety concerns and are able to maneuver through that area safely. The Transportation Manager said that installing a Stop sign at that intersection will not be simple because the road has a total of five (5) lanes, and would like to conduct more research before presenting a solution to the Council. The Council accepted that response, and asked the solution be included in an itemized list of projects in order of safety needs be presented at a later.

## **Tulalip Data Services**

**22) sUAS – September Flights Report**

Discussion: Jacob Setterberg, TDS, Councilman Parks, Kevin Jones, TDS Executive Director

During the month of September there were 12 flights conducted by TDS. The purpose of the flights was to gather and collect video and photos for the Gathering Hall construction site, QCC Casino project, and 1 for the Health

Clinic. There was an incident with one of the drones was shot at with fireworks by a local fisherman. Tulalip Fish and Wildlife will talk to that fisherman about the incident.

The next resolution is to approve contract with Cherwell. Cherwell is a service management system that will track work orders for both the Helpdesk and graphics team. We currently use separate tracking systems, but this will centralize work-orders. The Council asked if the funding would come from the existing TDS Budget, and Jacob confirms it would. Kevin Jones states, we hope to improve our delivery of services with this software. The Council asks if this software purchase has been fully vetted, Kevin Jones assures the Council it has been.

**23) Motion made by Councilman Parks to adopt Resolution 2018-041 authorizing Tulalip Data Services to purchase the Information Technology Service Management system offered by Cherwell; and authorizes the QCV General Manager to sign the contract with Cherwell. The total contracted amount shall not exceed \$107,790.00 with the year 1 payment of \$58,830.00 to be funded through the current year TDS budget.**

Seconded

Questions: None

2 For 0 Against

Motion Carried

Discussion: Kevin Jones, TDS Executive Director, President Parks

This is separate item. TDS was asked to install a camera at the Gathering Hall site to collect data at the site. We installed a wireless camera, and powered by solar energy. It recharges itself, collects data, and sends it to our system. TDS has been managing the Storage Facility, not all the contents, just the management and maintenance of the facility. The Fire sprinkler system is in need of repairs estimated 25 thousand dollars for repairs and roof leak repairs that will cost roughly 4k. When we repair the sprinkler system and leak, how will we divide up the costs of the sprinkler system? The Council asks why TDS managing the maintenance of the building? They agreed to pose the question to the Board before a decision is made to divide the costs.

### **Project Management**

Jereme: We put the bid out to the Seattle Business journal in June, and only person responded. We had to cut some items out because it was a little high, and now we got the costs to within budget. Trying to find out the right location for the discharge of utilities, and looking at a full build-out, and this isn't for any building costs, and only... enhance wetlands.

**24) Motion made by Councilman Parks to adopt Resolution 2018-042 approving Quil Ceda Village Utilities to enter into a contract with Parametrix, Inc. for professional services on the MBR Wastewater Treatment Plant Reclaimed Water Discharge Evaluation in the amount not to exceed \$499,689.00 with funding to come from the 2018 Quil Ceda Village Capital Projects Budget.**

Seconded

Questions: None

2 For 0 Against

Motion carried

### **Property Management**

Cameron Reyes, Property Management Manager

**25) RNB Global LLC Letter of Interest, Suite E**

We received a letter of interest for half of Suite E from RNB Global LLC is a shipping business. I went and viewed their business and they specialize in international shipping. I would like to move forward with business plan and lease discussion. Once the financial report and business plans are received, a copy will be sent to Barbara Parker.

Property Management is cutting down 121 trees, out of 200. We've already had a pre-bid. The bids are due on Friday.

**26) Motion made by Councilman Parks to adjourn the regular Village Council Meeting at 2:27pm.**

Seconded

Questions: None

2 For 0 Against

Motion carried

Staff & Visitors:

Jeanifer Flores, Village Clerk  
Martin Napeahi, General Manager  
Mark Sabo, Interim CFO  
Kevin Jones, TDS Director  
Curtis Taylor, Maintenance Manager  
Randy Elliott, Enterprises Director  
Jared Eastman, Project Manager  
Chris Sutter, Tulalip Police Chief  
Tom Williams, Telecom Director  
Barbara Parker, Director of Finance  
Jacob Setterberg, Software Director  
Anthony Jones, ORA  
Lee Shannon, ORA  
Marcia Horne, HR Manager  
Jereme Gobin, Utilities Manager  
Charvette Costa, Enterprise Finance Manager  
Lukas Reyes, Project Manager  
Cameron Reyes, Property Manager  
Teresa Meece, Marketing/Events Manager  
Vanessa Flores, Administrative Assistant

Minutes approved at the regular Village Council meeting held on November 30, 2018.

  
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Jeanifer Flores, Village Clerk