



Minutes of the Arlington City Council Zoom Workshop

Council Chambers
110 East Third Street
April 27, 2020

Councilmembers Present Remotely: Mike Hopson, Marilyn Oertle, Debora Nelson, Don Vanney, Jan Schuette, Jesica Stickles and Michele Blythe.

Council Members Absent: None.

Staff Present Remotely: Mayor Barb Tolbert, Paul Ellis, James Trefry, Bryan Terry, Kristin Garcia, Marc Hayes, Marty Wray, Lorene Robinson, Jonathan Ventura, Jim Kelly, City Attorney Steve Peiffle, and Wendy Van Der Meersche.

Also Known to be Present: Holly Sloan-Buchanan, and 17 YouTube viewers.

Mayor Barb Tolbert called the meeting to order at 7:00 pm, and the Pledge of Allegiance and roll call followed.

APPROVAL OF THE AGENDA

Mayor Pro Tem Jesica Stickles moved to approve the agenda as presented. Councilmember Marilyn Oertle seconded the motion, which passed with a unanimous vote.

INTRODUCTION OF SPECIAL GUESTS AND PRESENTATIONS

None.

WORKSHOP ITEMS - NO ACTION WAS TAKEN

Appointment to Civil Service Commission

Administrative Services Director James Trefry reviewed Holly Sloan-Buchanan's application to Civil Service Commission.

The Civil Service Commission selection committee interviewed two candidates on March 11, 2020, for the open position on the Civil Service Commission. After discussion of the candidates' experience and qualifications, it was determined that Holly Sloan-Buchanan had the most relevant experience and was the best choice for the position.

A position on the Civil Service Commission became vacant in December 2019 when Commissioner Michele Blythe resigned after being elected to City Council. The vacant term expired on April 1, 2020. Discussion followed with Mr. Trefry answering Council questions.

Professional Services Agreement with Dowl, LLC for Construction Management Services for 2020 Airport Improvements Project

Airport Operations Manager Marty Wray and Airport Operations Specialist Lorene Robinson reviewed the 2020 Airport Improvements Projects Construction Management Professional Services Agreement with Dowl Engineering and the resolution rejecting all bids received for the 2020 Airport Improvements Project.

The 2020 Airport Improvement Projects were approved as part of the airport's bi-annual budget, and involve design, construction, and construction management services for the Runway 16/34 Lighting Project, Taxiway Bravo Lighting Project, and Taxiway Bravo Overlay Project.

Staff is requesting Council approve the 2020 Airport Improvements Project Construction Management Professional Services Agreement with Dowl Engineering (airport's current on-call engineer) in the amount not to exceed \$242,035.00.

Airport staff advertised the 2020 Airport Improvements Project in the Builders Exchange and Daily Journal; after bid opening, both bids contained discrepancies and staff is recommending rejection of all bids and re-bidding the project. Discussion followed with Mr. Wray and Ms. Robinson answering Council questions.

Amendment to the Contract with Murraysmith for Cascade Industrial Center Project

Public Works Director Jim Kelly reviewed Amendment #1 to the Murraysmith South Cascade Industrial Center (CIC) Utilities Professional Services Agreement (PSA) for infrastructure design and preparation of construction documents to support the 51st Ave Urban Village.

The CIC area south of SR-531 is beginning to develop, and in order to support the development in this region of the CIC, the City contracted with Murraysmith for the planning and design of the water, sewer, and communication trunk-line infrastructure improvements. The City is entering into a partnership with the 51st Ave Urban Village development for design and installation of water and sewer service for this development. This Amendment will provide for the design of a new lift station (LS-16), sanitary sewer gravity network, force main, and water main. Discussion followed with Mr. Kelly answering Council questions.

Contract with Perteet, Inc. to update the 173rd Street Phase 1 Design

Public Works Director Jim Kelly reviewed the contract with Perteet, Inc. to update the design package for the 173rd St Phase 1 design.

In 2013, Perteet prepared the construction documents for 173rd Street between Smokey Point Blvd. and Airport Blvd (51st Ave). Over the years, 173rd St and associated utilities have been constructed as needed and as available funding has allowed.

Construction for the section of 173rd St from Smokey Point Blvd to approx. 350' east of 40th Ave is ready to begin. This section is referred to as 173rd St, Phase 1. This update will include project earthwork to account for changes from the construction road, addition of City standard streetlights, water main extension, and new low maintenance stormwater

system. This contract will allow the project to be ready to advertise construction in September 2020. Discussion followed with Mr. Kelly answering Council questions.

Ordinance to Extend Land Use Deadlines due to COVID-19

Community and Economic Development Director Marc Hayes reviewed the interim ordinance, which is in response to the Stay Home, Stay Healthy order from the Governor to temporarily postpone the expiration dates of development permits for an additional six months.

Non-essential construction activities have been suspended due to the Stay Home, Stay Healthy order from the Governor. Extending the expiration date on development permits will provide some relief to contractors completing projects. Discussion followed with Mr. Hayes answering Council questions.

Ordinance Amending Certain Sections of the Arlington Municipal Code Chapter 20.64 Relating to Floodplain Regulations and Declaring an Emergency

Community and Economic Development Director Marc Hayes reviewed the emergency ordinance allows Council to adopt the required revisions outside of the typical process of a Public Hearing, per AMC 20.96.120(b). The ordinance is however, required to be heard at a public hearing within 6 months of its adoption.

The Federal Emergency Management Agency (FEMA) periodically conducts Flood Hazard Determinations that affect the Flood Insurance Rate Maps (FIRM) and the Flood Insurance Study report for the City of Arlington. Because of these updates, certain revisions to the City's regulations are required. Arlington Municipal Code Chapter 20.64-Floodplain Development Regulations are those regulations, and the revisions need to be adopted prior to June 19, 2020, in order to remain eligible in the National Flood Insurance Program. Discussion followed with Mr. Hayes answering Council questions.

Ordinances to Update Code Enforcement Processes

City Attorney Steve Peiffle reviewed an ordinance adopting AMC Chapter 11.02 and repealing AMC Chapter 11.01; and an ordinance adopting new Title 7 re: nuisances.

The police department and code enforcement are having issues with chronic nuisance properties that are not covered under existing ordinances, particularly with chronic nuisance properties with recurring criminal activity. The proposed ordinances expand the definition of nuisances by creating a new Title 7 of the AMC, and an updated enforcement process in Chapter 11.02. Giving law enforcement these additional tools will be beneficial to law enforcement and the affected neighborhoods. Arlington's nuisance ordinance was last updated in 2014 and its last major overhaul was in 2001. Discussion followed with Mr. Peiffle answering Council questions.

Camera System for Council Chambers

IT Director Bryan Terry reviewed a budget amendment request to purchase cameras and equipment to live stream/broadcast public meetings online and to Comcast TV21.

During the Stay Home, Stay Healthy order from Governor Inslee, City Council meetings are being conducted in Zoom format, with streaming live to YouTube.

IT is recommending that streaming of Council meetings continue permanently, but that Zoom is not the best technology to do so. IT is recommending a three camera system and mixer that will stream directly to YouTube with recordings published to TV21. Cost of equipment is \$18,107.83. IT is requesting a "not to exceed" amount of \$20,000 for the purchase of the system, and for any incidental purchases (cabling connectors, etc.). This will be funded through the Comcast Public Educational and Government (PEG) access channel capital fund that is dedicated to the broadcast equipment that supports TV21. The fund has a current balance of \$33,962.41. The FCC requires cable franchises to support public access TV, and these funds can only be used in support of TV 21. Discussion followed with Mr. Terry answering Council questions.

March 2020 Financial Report

Finance Director Kristin Garcia reviewed the financial report for March 2020. Discussion followed with Ms. Garcia answering Council questions.

ADMINISTRATOR AND STAFF REPORTS

None.

MAYOR'S REPORT

Mayor Tolbert stated that she signed a proclamation tonight for flags to be lowered to half-staff at city facilities from tomorrow until Friday, in recognition of the 13,000 people in Washington State and 107 in Snohomish County who have died from COVID-19.

The Mayor also commented on the great presentation from the WSU students regarding the Downtown Corridor Community Meeting. The next steps will be to simplify information from polling, and then move forward with the next group of urban planning students.

The Mayor has begun meeting on a task force with a locally-formed committee of business leaders last Friday. A lot of good ideas were presented as they all look forward to re-opening. She is greatly encouraged.

COMMENTS FROM COUNCILMEMBERS

Councilmember Hopson indicated again his desire that Councilmembers take action to make themselves relevant during the COVID-19 pandemic. He will bring additional details to Council next week.

Councilmember Jesica Stickles said that Convoy of Hope will be visiting Arlington and Smokey Point next Monday and Tuesday. LIFEchurch360 is coordinating volunteers.

COUNCILMEMBER REPORTS

Councilmember Jesica Stickles provided a brief update, while Councilmembers Schuette, Vanney, Nelson, Oertle, Blythe, and Hopson had nothing to report this evening.

PUBLIC COMMENT

None.

REVIEW OF CONSENT AGENDA ITEMS FOR NEXT MEETING

Council discussed and agreed to place all of the items from tonight's workshop on New Business at the May 4, 2020 Council meeting.

EXECUTIVE SESSION

None.

ADJOURNMENT

With no further business to come before the Council, the meeting was adjourned at 8:20 p.m.

A handwritten signature in cursive script that reads "Barbara Tolbert". The signature is written in black ink and is positioned above a horizontal line.

Barbara Tolbert, Mayor