



# Minutes of the Arlington City Council Zoom Workshop

Council Chambers  
110 East Third Street  
June 22, 2020

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

**Council Members Absent:** None.

**Staff Present:** Mayor Barb Tolbert, Paul Ellis, James Trefry, Marc Hayes, Kristin Garcia, Jim Kelly, City Attorney Steve Peiffle, and Ashleigh Scott.

**Also Known to be Present:** Twenty-one 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**

### **Development Agreement for SMARTCAP 188th Development QOZB, LLC.**

Community & Economic Development Director Marc Hayes reviewed the proposed Development Agreement for SMARTCAP 188th St. development QOZB, LLC., and described certain conditions and allowing for the use of projects Traffic Impact Fees (TIF) to be utilized for the construction of 63rd Ave. NE between the subject property and the 63rd Ave. improvements that were constructed by the Dantrawl project on 180th St., along the frontage improvements on 188th St. NE. This will provide for a complete connection, (3/4 street improvements) between the project site and 180th St. Ultimately, 63rd Ave. will provide a connection between 188th St. NE and SR 531, to serve the needs of the manufacturing/industrial business being constructed in the CIC.

Development Agreements are utilized to ensure that certain terms and/or conditions are addressed. The City requested that a portion of 63rd Ave. be constructed in conjunction with the SMARTCAP 188th St. project, as well as dedication of Rights of Way for both the 63rd alignment and the 188th St. frontage improvements. SMARTCAP offered to construct 63rd Ave. from their project site to 180th St. so that a viable roadway connection was created to

serve properties in the area, including the second SWIRE Coca-Cola parcel that affronts the 63rd Ave. alignment. The City realizes the benefits from the 63rd Ave. construction for both the developing businesses and the general public, along with the burden of both dedication of property and the construction of the roadway placed upon the development.

The City acknowledges this and has agreed to allow credit of traffic impact fees, in lieu of payment, to be applied to the construction of 63rd Ave, and the 188th St. improvements. This Development Agreement memorializes these items. This agreement addresses lots 1-3 of the SMARTCAP 188th St. Development QOZB, LLC. Per AMC 20.39.040, a public hearing is required to be held prior to a decision by City Council on Development Agreements. A public hearing is scheduled to be held at the regular City Council meeting on July 6, 2020.

Discussion followed with Councilmember Jan Schuette having questions related to the project location and clarification on items within the agreement.

### **Development Agreement for Corner 9 Properties, LLC**

Community & Economic Development Director Marc Hayes reviewed the proposed Development Agreement for Corner 9 Properties, LLC. And described certain conditions and allowing for the use of the projects Traffic Impact Fees (TIF) to be utilized for the additional transportation improvements associated with the extension of Gilman Ave., the public parking lot and the park access road. Community Park Impact Fees (CPIF) to be utilized for the dedication of a nine (9) acre parcel (Track P) and the dedication of a 1.8 acre parcel (Track Q) as additional park property, in lieu of payment.

Development Agreements are utilized to ensure that certain terms and/or conditions are addressed. The City requested that a 12 foot wide multi-modal trail be installed adjacent to Gilman Ave., a public parking lot and asphalt access road to the Country Charm Park be constructed in conjunction with the Gilman Walk at Country Charm project, as well as dedication of Right of Way for the Gilman Ave. extension.

Currently there exists no legal, vehicular access, to the Country Charm Park, nor is there a parking facility to accommodate park users. Corner 9 Properties LLC. has agreed to construct both the access road and the parking facility, so that a safe, functional connection is created to serve the general public wishing to use the park property. The City realizes the benefits from both the transportation improvements and the additional park property, allowing for a viable community park for generations to come, and has agreed to allow credit of traffic impact fees, and community park impact fees in lieu of payment, to be applied to the transportation improvements and the additional park property dedication.

This Development Agreement memorializes these items. This agreement addresses the Gilman Walk at Country Charm project in its entirety. Per AMC 20.39.040, a public hearing is required to be held prior to a decision by City Council on Development Agreements. A public hearing is scheduled to be held at the regular City Council meeting on July 6, 2020.

Discussion followed with Councilmember Jan Schuette and Councilmember Michele Blythe having questions related to the farm access, location of the road on the map handout and if city sponsored events could be held at this location.

**Bid Award to Holt Services, Inc. for New Water Source Test Wells**

Public Works Director Jim Kelly reviewed a bid tabulation for the 2020 Exploratory Drilling, Testing and Monitoring Well Installation Project.

Public Works has been working for several years on securing and developing new water sources to ensure future water availability for Arlington’s future. This project was included in the City’s 2019-2020 budget with work associated with installation of test wells and monitoring wells scheduled for 2019. Complications prevented the City from moving forward with well installation in 2019, so the work was delayed until 2020.

The Exploratory Drilling, Testing, and Monitoring project was advertised for bid on the MRSC Small Works Roster and two bids were received. Holt Services Inc. submitted the lowest qualified bid and staff is recommending this contract be awarded to Holt Services, Inc. in the amount of \$208,088.79.

Discussion followed with Councilmembers Debora Nelson, Michele Blythe, Jan Schuette, Jessica Stickle and Don Vanney having questions regarding water rights, how many wells the project was going to test, locations of the possible well sites and the land lease options, project timelines and the drilling process.

**Geotechnical Services Contract with Pacific Groundwater Group**

Public Works Director Jim Kelly reviewed the proposed contract with Pacific Groundwater Group to provide geotechnical and hydrogeological services with the drilling and testing of five potable water exploration wells.

Public Works has been working for several years on securing and developing new water sources to ensure future water availability for Arlington’s future. The City is now moving forward with contracting for installation of testing, and monitoring wells and is in need of a geotechnical firm to log the borings and evaluate hydraulic performance of the test wells.

Pacific Groundwater Group (PGG) has developed the preliminary planning and permitting work with the Department of Ecology to support these five test wells as possible future potable water production wells. PGG is well qualified to perform the geotechnical and hydrogeological work as needed to support the drilling and testing of five potable water exploration wells. The contract is in the amount of \$159,419.

There was no further discussion from Councilmembers.

**Construction Management Contract with KBA for 204<sup>th</sup> St NE/77<sup>th</sup> Ave NE Roundabout Project**

Public Works Director Jim Kelly reviewed the scope of work and fee with KBA for Construction Management (CM) services for the 204<sup>th</sup>/77<sup>th</sup> Roundabout project.

Construction of the 204th/77th Roundabout project bid in April 2020 and awarded to Reece Construction, Inc. in early June 2020. Due to number of active Public Works projects and the need for full time management of this very important transportation project, staff is contracting with a CM firm to provide assistance with the management of this project. There is sufficient funding available within the existing budget to accommodate contracting the work.

Staff reviewed CM qualifications from several firms and selected KBA, Inc. as best qualified to provide CM oversight for this project. Following consultant selection, staff negotiated scope of services and fee for CM services. Staff is recommending Council accept the attached Scope of Services and Fee for CM services for the 204th St Roundabout project in the amount of \$183,000.00.

Discussion followed with Mayor Tolbert, Councilmembers Jessica Stickle and Don Vanney having questions related to a project start and end date, when the information boards would be ready and posted for the community, as well as a reminder that City staff will be handling all forms of communication to other staff and the public as the project process continues.

### **Resolution to Extend Emergency Waiver of Utility Bill Late Fees and Suspension of Water Shutoffs until Governor's Phase 4 Reopening**

City Administrator Paul Ellis reviewed a proposed Resolution extending the Utility Late Fee and Shut Off Waiver.

On April 6, 2020, City Council approved Resolution No. 2020-004 providing economic relief to city residents which authorized a waiver for utility late fees and shut off. The waiver currently expires on June 30, 2020. On May 29, 2020, the Governor issued Proclamation 20-23.4 prohibiting residential disconnects, refusal to reconnect and charging late fees until July 28, 2020. The attached resolution proposes an extension to the city's waiver of late fees and shut offs to all city customers (both residential and commercial) to align with the Governor's proclamation.

On March 25, 2020, the Governor issued the Stay Home, Stay Healthy order to stop spread of the COVID19. This order, along with social distancing restrictions, has resulted in significant financial impacts for businesses and residents within the City of Arlington.

Discussion followed with Councilmember Marilyn Oertle and Debora Nelson having questions regarding how residents would be notified; letters mailed out or direct phone calls from department staff, and if there was communication to residents in need about assistance options through the Resource Center. It was confirmed that staff has been giving that information about to residents and both mailings and phone calls would be made.

### **Memorandum of Understanding with IAFF for Captain/Paramedic Pay Assignment**

Administrative Services Director James Trefry reviewed a Memorandum of Understanding (MOU) between the City of Arlington and the IAFF Local No. 3728 representing uniformed firefighters regarding pay plan assignment for Captains who are also Paramedics.

Council is asked to approve the Memorandum of Understanding between the City of Arlington and the IAFF Local No. 3728 amending the pay scale in the 2019-2021 Collective Bargaining Agreement for Captains who also possess a Paramedic certification and authorize the Mayor to sign it.

The City had previously entered into a temporary agreement regarding the pay assignment for Jason Abrahamson when he assumed the floating Captain position, as he also possesses a paramedic certification. This temporary agreement set the rate for Captain/Paramedic at 126% of Firefighter/EMT 1st Class (\$7,455/month), which equals \$9,393/month.

The current pay assignment for Captain (\$8,946/month) in the Collective Bargaining Agreement is 120% of Firefighter/EMT 1st Class and the current pay assignment for Firefighter/Paramedic 1st Class (\$8,350) is 112% of Firefighter/EMT 1st Class.

The City has an interest in having Captains that are also certified Paramedics, as they can fill more than one role on a crew and have the potential to reduce backfill overtime cost.

The prior temporary Memorandum of Understanding was entered into earlier this year and is attached. The current Collective Bargaining Agreement covers the period from January 1, 2019 – December 31, 2021.

There was no further discussion from Councilmembers.

### **May Financial Report**

Finance Director Kristin Garcia reviewed the May 2020 Financial Report. Discussion followed with Mrs. Garcia answering Council questions.

### **ADMINISTRATOR AND STAFF REPORTS**

None.

### **MAYOR'S REPORT**

Mayor Tolbert discussed shortly that the Department of Health is seeing an increase in COVID-19 cases within our county. Due to the increase, moving forward to Phase 3 has been put on hold.

### **COMMENTS FROM COUNCILMEMBERS**

None.

### **COUNCILMEMBER REPORTS**

Councilmembers Michele Blyth, Mike Hopson, Don Vanney and Jesica Stickles provided brief updates, while Councilmembers Marilyn Oertle, Debora Nelson and Jan Shuette had nothing to report this evening.

### **PUBLIC COMMENT**

None.

**REVIEW OF CONSENT AGENDA ITEMS FOR NEXT MEETING**

City Council discussed and agreed to place Item No. 7 on the Consent Agenda for the July 6, 2020 Council meeting.

**EXECUTIVE SESSION**

None.

**ADJOURNMENT**

With no further business to come before the Council, the meeting was adjourned at 8:00 p.m.

  
Barbara Tolbert, Mayor