

DRAFT



Minutes of the Arlington City Council Workshop

Council Chambers
110 East Third Street
March 12, 2018

Councilmembers Present: Mike Hopson, Marilyn Oertle, Debora Nelson, Jesica Stickles, Sue Weiss and Jan Schuette.

Council Members Absent: Joshua Roundy.

Staff Present: Mayor Barbara Tolbert, Paul Ellis, Jonathan Ventura, Marc Hayes, Kristin Garcia, Jim Kelly, Kristin Banfield, Kris Wallace, and City Attorney Steve Peiffle.

Also Known to be Present: Bob Nelson, Craig Christianson, Terry Marsh, Vikki McMurray, Doug Buell, Sarah Arney, and Lisa Cisneros.

Mayor Tolbert called the meeting to order at 7:00 pm, and the pledge of allegiance followed.

APPROVAL OF THE AGENDA

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

Introduction of Special Guests and Presentations

Chris Collier – Program Manager, Alliance for Housing Affordability

Mr. Collier had a scheduling conflict and the presentation will be rescheduled.

Proclamations

Mayor Pro Tem Marilyn Oertle read the formal proclamation declaring Saturday, March 10, 2018 as Arbor Day in the City of Arlington.

WORKSHOP ITEMS – NO ACTION WAS TAKEN

EMS Interfund Loan

Finance Director Kristin Garcia reviewed the request to provide an inter-fund loan from the Growth Fund to the EMS Fund for \$121,212. This brings the total outstanding balance on the loan to \$286,690, which exceeds the amount authorized in the budget. Discussion followed. This item will be added to the Consent Agenda for Council approval on March 19, 2018.

Arlington Valley Road – Apparent Low Bid

Public Works Director Jim Kelly distributed and reviewed the preliminary bid tabulation for Arlington Valley Road. Bids for the project were opened on March 8, 2018. Discussion followed. This item will be placed on the New Business portion of the March 19, 2018 Council Agenda.

Amendment to AMC 13.12 for Accessory Dwelling Unit Connections and Disabled Rates

Public Works Director Jim Kelly reviewed the proposed ordinance amending AMC Chapter 13.12 to allow a single-family residential connection to also serve an accessory dwelling unit located on the same property and served by one meter. As a way to assist with Arlington's growing population and housing needs, the City allows accessory dwelling units to be constructed on single family residential parcels. Accessory dwelling units are permitted by the City's Land Use Code (Title 20). The amendments to AMC Chapter 13.12 will allow for water and sewer service to the accessory dwelling units. Discussion followed. This item will be placed on the New Business portion of the March 19, 2018 Council Agenda.

Amendment to AMC 13.12 for Senior Disabled Rates and Grace Period for Utility Rates

Public Works Accountant Kris Wallace reviewed the proposed ordinance amending AMC Chapter 13.12 to provide for a reduction in utility bills for disabled persons. The proposed modification to AMC section 13.12.160 is to add "disabled" to the section. The proposed modification to AMC section 13.12.210 is to add a grace period of five (5) calendar days past the utility bill due date before late fees are assessed to a customer's account. Discussion followed. This item will be added to the Consent Agenda for Council approval on March 19, 2018.

PUBLIC COMMENT

Adam Ankenman, 305 E. Maple Street, expressed concerns about the proposed Emory Lofts project, including the cost of road repairs from the construction and if future traffic was studied.

Jackie Rebman, 201 S. Macleod, expressed her concerns on the number of units included in the Emory Lofts project and the increase in population affecting traffic and services available.

Vikki McMurray, 208 Joann Lane, raised concerns about the Emory Lofts project. She noted that the public wants to be involved and provide input.

Brian Rebman, 201 S. Macleod, shared that he believes that downtown is not the place for Emory Lofts and would be better suited elsewhere in town.

Catherine Wesley, 114 S. West Avenue, stated that she supports the comments previously made about the Emory Lofts project. She does not believe the project is in the right place.

To address some of the comments made about the Emory Lofts project, City Administrator Paul Ellis provided additional information to those in attendance about the planning process in general, the definition of the different types of permits and why Emory Lofts requires a Special Use Permit, the design review process completed by the Planning Commission, and the prior proposal made. Additional information was provided by Community and Economic Development Director Marc Hayes including the density allowed for the project and the height limits.

Mayor Tolbert reminded everyone that there are multiple opportunities for public comment before the Planning Commission and the City Council. There is a subscription service through the City's website to receive notices about upcoming meetings and opportunities for input.

COUNCILMEMBER REPORTS

Councilmembers Schuette, Hopson, Oertle, and Nelson gave brief reports, while Councilmembers Weiss and Stickles had nothing further to report this evening.

MAYOR REPORT

Mayor Tolbert shared that the embedded social worker is now hired and will be working in north county starting March 26. She noted the March 9th north county human services meeting that was attended by almost 40 service providers to start addressing gaps in services. Mayor Tolbert noted that EASC's latest dashboard shows a 10% decline in available housing stock in Snohomish County from February 2017 to March 2018, with a current stock of 0.83 months of inventory available.

EXECUTIVE SESSION

None.

ADJOURNMENT

With no further business to come before the Council, the meeting was adjourned at 7:49 p.m.

Barbara Tolbert, Mayor

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Minutes of the Arlington City Council Meeting

Council Chambers
110 East Third St
March 19, 2018

Council Members Present: Mike Hopson, Jan Schuette, Debora Nelson, Joshua Roundy, Sue Weiss, Jessica Stickles, and Marilyn Oertle.

Council Members Absent: None.

City Staff Present: Mayor Barb Tolbert, Paul Ellis, Jonathan Ventura, Dave Kraski, Jim Kelly, Sheri Amundson, Kristin Banfield, Joshua Fox, Jason Brisson, Joe Wakefield, Mike Phillips, Stephanie Ambrose, Kay Schander, Mark Wilde, Mike McQuoid, Phil Knepper, Nich Sacha, Willy Harper, Theresa Ramey, Drew Shannon, Gregg Haddick, Chris Peterson, Mike Gilbert, Jason Ewing, Al Chamberlin, Bob Beam, Scott Hillis, Matt Urtz, Tom Jackson, Chris Dickison, Steve Daggett, Justin Honsowetz, Jason Abrahamson, Adam von Melville, Wayne Mitchell, Keanan Metcalf, and City Attorney Steve Peiffle.

Also Known to be Present: Family and friends of Joshua Fox, Jason Brisson, and Joe Wakefield; Don Cook, Dani Crain, Denise Kraski, Tom Cooper, Zach Hanson, and Doug Buell.

Mayor Barb Tolbert called the meeting to order at 7:00 pm, and the pledge of allegiance followed.

APPROVAL OF THE AGENDA

Mayor Pro Tem Marilyn Oertle moved and Councilmember Debora Nelson seconded the motion to approve the agenda. The motion passed unanimously.

INTRODUCTIONS OF SPECIAL GUESTS AND PRESENTATIONS

Fire Chief Dave Kraski presented Phoenix awards to the following individuals for their life saving efforts on three separate emergency calls:

Arlington Fire Personnel:

Jason Abrahamson, Bob Beam, Steve Daggett, Gregg Haddick, Andrew Shannon, Al Chamberlin, Scott Hillis, Chris Dickison, Paul Hunsaker, Adam von Melville, Aaron Boede, and Phil Knepper.

Good Samaritans and co-workers:

Larry Kappenman, Bob Fairbanks, Kyle McReynolds, Dani Crain, Jerry Larson, and Meade Gould.

SWEARING IN

Fire Chief Dave Kraski introduced newly promoted Fire Captain Jason Brisson to Council. City Attorney Steve Peiffle administered the oath of office and Captain Brisson's wife Michelle performed the badge pinning.

Fire Chief Dave Kraski introduced Firefighter Joe Wakefield to Council. City Attorney Steve Peiffle administered the oath of office and Firefighter Wakefield's mom Margo performed the badge pinning.

Police Chief Jonathan Ventura introduced new Police Officer Joshua Fox to Council. City Attorney Steve Peiffle administered the oath of office and Officer Fox's wife Cristine performed the badge pinning.

PROCLAMATIONS

None.

PUBLIC COMMENT

None.

CONSENT AGENDA

Mayor Pro Tem Marilyn Oertle moved and Councilmember Debora Nelson seconded the motion to approve the Consent Agenda which was unanimously carried:

1. Minutes of the February 26 and March 12, 2018 Council meetings.
2. Accounts Payable: Approval of EFT Payments and Claims Checks #93194 through #93316 dated March 6, 2018 through March 19, 2018 for \$405,417.36 and approval of EFT Payments and Payroll Checks #29273 through #29280 dated February 1, 2018 through February 28, 2018 for \$1,290,740.48.
3. EMS Interfund Loan
4. Ordinance Amending AMC 13.12 for Senior Disabled Rates and Grace Period for Utility Rates

PUBLIC HEARING

None.

NEW BUSINESS**Arlington Valley Road – Apparent Low Bid**

Public Works Director Jim Kelly reviewed the bid tabulation for Arlington Valley Road. Bids for the project were opened on March 8, 2018. Discussion followed. Councilmember Debora Nelson moved and Councilmember Sue Weiss seconded the motion to award the Arlington Valley Road project to Scarcella Brothers, Inc. in the amount of \$3,037,852.00 and authorize the mayor to sign the construction contract, pending final review by the City Attorney. The motion passed unanimously.

Amendment to AMC Chapter 13 for Accessory Dwelling Unit Connections

Public Works Director Jim Kelly reviewed the proposed ordinance amending AMC Chapter 13.12 to allow a single-family residential connection to also serve an accessory dwelling unit located on the same property and served by one meter. As a way to assist with Arlington’s growing population and housing needs, the City allows accessory dwelling units to be constructed on single family residential parcels. Accessory dwelling units are permitted by the City’s Land Use Code (Title 20). The amendments to AMC Chapter 13.12 will allow for water and sewer service to the accessory dwelling units. Discussion followed. Councilmember Joshua Roundy moved and Councilmember Mike Hopson seconded the motion to approve the proposed ordinance amending AMC 13.12.020 and 13.04.180 and authorize the Mayor to sign the ordinance pending final review by the City Attorney. The motion passed 6-1.

ADMINISTRATOR & STAFF REPORTS

City Administrator Paul Ellis distributed additional materials for the 2018 Spring Retreat and noted the retreat would begin at 1:00 p.m. on Friday, March 23, 2018.

MAYOR’S REPORT

None.

EXECUTIVE SESSION

None.

ADJOURNMENT

With no further business to come before the Council, the meeting was adjourned at 7:31 p.m.

Barbara Tolbert, Mayor

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Minutes of the Arlington City Council Workshop

Council Chambers
110 East Third Street
March 26, 2018

Councilmembers Present: Mike Hopson, Marilyn Oertle, Debora Nelson, Joshua Roundy, Jessica Stickles, Sue Weiss and Jan Schuette.

Council Members Absent: None.

Staff Present: Mayor Barbara Tolbert, Paul Ellis, Jonathan Ventura, Marc Hayes, Kristin Garcia, Jim Kelly, Dave Ryan, Dave Kraski, James Trefry, Kristin Banfield, Kurt Patterson, and City Attorney Steve Peiffle.

Also Known to be Present: Kathy Bullene, Doug Buell, and Sarah Arney.

Mayor Tolbert called the meeting to order at 7:00 pm, and the pledge of allegiance followed.

APPROVAL OF THE AGENDA

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

Introduction of Special Guests and Presentations

Kathy Bullene – Managing Librarian, Sno-Isle Libraries, Arlington

With the use of a PowerPoint presentation, Ms. Bullene provided a summary of library services throughout the Sno-Isle system and factual information regarding the upcoming levy lid lift on the April 2018 ballot. Ms. Bullene answered questions from the Council.

WORKSHOP ITEMS – NO ACTION WAS TAKEN

Grant Acceptance and interlocal agreement for public defense

Police Chief Jonathan Ventura reviewed the proposed Interlocal Agreement with the City of Lake Stevens to accept a Public Defense Grant of \$50,000 over two years (2018-2019) to provide indigent defense social services. In 2017, Arlington and Lake Stevens participated in a pilot grant project to establish a social service program for public defense clients. The program identifies clients that may benefit from social services allowing defense attorneys to spend more time on legal defense work. Arlington and Lake Stevens experienced a recidivism rate of 35%, whereas non-participating agency Marysville experienced a 67% recidivism rate. Discussion followed.

Resolution allowing staff to make application to Puget Sound Regional Council (PSRC) for Arlington-Marysville Manufacturing Industrial Center (AMMIC) designation and proposed Interlocal Agreement

Community and Economic Development Director Marc Hayes reviewed the proposed resolution and interlocal agreement with Marysville to allow the cities to file a joint application for the designation of the AMMIC area as a “Regional Center”. The resolution and Interlocal Agreement are required elements of the application process with PSRC. Discussion followed.

Contract with KBA, Inc. for construction management services for the Arlington Valley Road project

Public Works Director Jim Kelly reviewed the proposed contract with KBA, Inc. for construction management services for the Arlington Valley Road project. The construction project is very complex, with multiple agencies and funding sources. The City does not have sufficient staff to manage this project full time. Discussion followed.

Contract with GeoTest Services, Inc. for geotechnical and materials testing services to support the Arlington Valley Road project

Public Works Director Jim Kelly reviewed the proposed contract with GeoTest Services, Inc. for geotechnical and materials testing services for the Arlington Valley Road project. The construction project requires independent on-site testing of soils and materials to verify compliance with contract provisions. The City does not have staff or equipment to complete the on-site independent testing. Discussion followed.

Unscheduled Ambulance Purchase

Interim Fire Chief Dave Kraski reviewed the proposed unscheduled emergency replacement of an EMS transport vehicle (aid car) to replace a 2008 back up unit that continues to exceed budgeted amounts for repairs and maintenance. This will be purchased with unrestricted ending fund balance from the General Fund. Discussion followed.

Resolution to declare equipment (Ford Expedition) surplus and transfer to Oso Fire Department pursuant to RCW 39.33.010

Central Purchasing Coordinator Kurt Patterson reviewed the proposed resolution to declare the Arlington Fire Department 2002 Ford Expedition as surplus and dispose of the surplus equipment by transfer to Snohomish County Fire District 25 (Oso) via an intergovernmental transfer pursuant to RCW 39.33.010. Discussion followed.

Resolution to declare equipment (Chevrolet Impala) surplus and auction off

Central Purchasing Coordinator Kurt Patterson reviewed the proposed resolution to declare the Arlington Fire Department 2001 Chevrolet Impala as surplus and dispose of the surplus equipment by the best available method. Discussion followed.

February 2018 Financial Report

Finance Director Kristin Garcia reviewed the February 2018 Financial Report and answered Council questions.

PUBLIC COMMENT

None.

COUNCILMEMBER REPORTS

Councilmember Nelson requested that staff look at canceling the Council meeting on the Monday immediately following the spring council retreat. Councilmembers Schuette, Hopson, Oertle, Nelson, Roundy, Weiss and Stickles had nothing further to report this evening.

MAYOR REPORT

None.

REVIEW OF AGENDA ITEM PLACEMENT

Council discussed and agreed to place the grant acceptance, vehicle surplus, and Arlington Valley Road contracts on the April 2, 2018 Consent Agenda. Council requested that the Interlocal Agreement with Marysville for the MIC application to PSRC and the unscheduled ambulance purchase be placed on New Business for action on the April 2, 2018 meeting.

EXECUTIVE SESSION

None.

ADJOURNMENT

With no further business to come before the Council, the meeting was adjourned at 7:51 p.m.

Barbara Tolbert, Mayor

DRAFT



Minutes of the Arlington City Council Special Meeting

Council Chambers
110 East Third St
March 26, 2018

Councilmembers Present: Mike Hopson, Marilyn Oertle, Debora Nelson, Joshua Roundy, Jessica Stickles, Sue Weiss and Jan Schuette.

Council Members Absent: None.

Staff Present: Mayor Barbara Tolbert, Paul Ellis, Jonathan Ventura, Marc Hayes, Kristin Garcia, Jim Kelly, Dave Ryan, Dave Kraski, James Trefry, Kristin Banfield, Kurt Patterson, and City Attorney Steve Peiffle.

Also Known to be Present: Doug Buell and Sarah Arney.

Mayor Tolbert called the special meeting to order at 7:51 p.m.

APPROVAL OF THE AGENDA

Mayor Pro Tem Marilyn Oertle moved and Councilmember Sue Weiss seconded the motion to approve the agenda. The motion passed unanimously.

NEW BUSINESS

Termination of Police Impound Lot Lease

City Attorney Steve Peiffle reviewed the proposed lease termination agreement between the Airport and Police Department for Lot 77, currently used as a Police Impound facility. The building is being sold to 2BRND, and the owners want to ensure the property is not encumbered by a lease with 11 more years on it. 2BRND is willing to let the police department continue to use the property on the same terms on a month to month basis until they are ready to build. Discussion followed. Mayor Pro Tem Marilyn Oertle moved and Councilmember Debora Nelson seconded the motion to authorize the Mayor and Police Chief to sign the lease termination agreement between the Airport and the Police Department for the police impound lot, and to authorize the mayor to sign a new month to month lease for the police impound lot. The motion passed unanimously.

ADJOURNMENT

With no further business to come before the Council, the meeting was adjourned at 7:58 p.m.

Barbara Tolbert, Mayor