

DRAFT



## Minutes of the Arlington City Council Workshop

Council Chambers  
110 East Third Street  
February 26, 2018

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

**Council Members Absent:**

**Staff Present:** Mayor Barbara Tolbert, Paul Ellis, James Trefry, Jonathan Ventura, Dave Ryan, Marc Hayes, Kristin Garcia, Kristin Banfield, Kurt Patterson, Sheri Amundson, Sarah Lopez and City Attorney Steve Peiffle.

**Also Known to be Present:** Dan Burwell, Bob Nelson, Tom Teigen, Amy Lucas, Kevin Teague, Sharon Swan, Curt Hecla, Kevin Duncan, 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**

**SR 530 Mudslide Memorial Project by Snohomish County**

With use of a PowerPoint presentation, Snohomish County Senior Park Planner reviewed the conceptual SR530 Mudslide Memorial Project. Snohomish County Parks Director Tom Teigen, Snohomish County Senior Planner Amy Lucas, and Snohomish County Principal Park Planner Sharon Swan assisted with the presentation and answered council questions. Discussion followed. More information on the project can be found on the County's [website](https://snohomishcountywa.gov/3965/SR-530-Mudslide-Memorial). Link: <https://snohomishcountywa.gov/3965/SR-530-Mudslide-Memorial>

**WORKSHOP ITEMS - NO ACTION WAS TAKEN**

**Accept Airport Commission's recommendation on the sale of Hangar 57B**

City Attorney Steve Peiffle reviewed the process followed for the sale of Hangar 57B, along with the submittals received and the Airport Commission's actions. Discussion followed. This item will be placed on the March 5, 2018 Council Agenda for action.

**Interlocal Agreement with Region VIII Education Service Center TIPS (The Interlocal Purchasing System)**

Central Purchasing Coordinator Kurt Patterson reviewed the proposed Interlocal Agreement with Region VIII Education Service Center to provide access to collaborative purchasing

opportunities. Discussion followed. This item will be placed on the March 5, 2018 Council Agenda for action.

**Accept Dedication of Real Property for Right of Way Purposes (the Village at Edgecomb Station)**

Community and Economic Development Director Marc Hayes reviewed the proposed dedication of real properties for right of way purposes from the Village at Edgecomb Station. The properties to be dedicated to the City are adjacent to 67<sup>th</sup> Avenue NE and 172<sup>nd</sup> Street NE. Property for right of way purposes related to new development is typically dedicated through the land use process, pursuant to Arlington Municipal Code Section 20.56.170. Discussion followed. This item will be placed on the March 5, 2018 Council Agenda for action.

**Accept Dedication of Real Property for Right of Way Purposes (Pilot Travel Center)**

Community and Economic Development Director Marc Hayes reviewed the proposed dedication of real properties for right of way purposes from the Pilot Travel Center. The property to be dedicated to the City is adjacent to Smokey Point Boulevard. Property for right of way purposes related to new development is typically dedicated through the land use process, pursuant to Arlington Municipal Code Section 20.56.170. Discussion followed. This item will be placed on the March 5, 2018 Council Agenda for action.

**January 2018 Financial Report**

Finance Director Kristin Garcia reviewed the January 2018 Financial Report and answered Council questions. She made a brief presentation on the information from the recent Economic Alliance Snohomish County (EASC) Economic Forecast.

**PUBLIC COMMENT**

None.

**MAYOR REPORT**

None.

**COUNCILMEMBER REPORTS**

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

**EXECUTIVE SESSION**

None.

**ADJOURNMENT**

With no further business to come before the Council, the meeting was adjourned at 8:01 p.m.

---

Barbara Tolbert, Mayor

DRAFT



## Minutes of the Arlington City Council Meeting

Council Chambers  
110 East Third St  
March 5, 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:** Paul Ellis, Jonathan Ventura, Dave Ryan, Kristin Garcia, Kristin Banfield, and City Attorney Steve Peiffle.

**Also Known to be Present:** Kevin Duncan, Curt Hecla

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**

None.

### **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 12 and February 20, 2018 Council meeting.
2. Accounts Payable: Approval of EFT Payments and Claims Checks #93059 through #93193 dated February 21, 2018 through March 5, 2018 for **\$1,217,530.44**.
3. Interlocal Agreement with Region VIII Education Service Center TIPS (The Interlocal Purchasing System)

4. Accept dedication of real property for right of way purposes (Village at Edgecomb Station)
5. Accept dedication of real property for right of way purposes (Pilot Travel Center)

**PUBLIC HEARING**

None.

**NEW BUSINESS**

**Accept Airport Commission's recommendation on the Sale of Hangar 57B**

City Attorney Steve Peiffle reviewed the process followed for the sale of Hangar 57B, along with the submittals received and the Airport Commission's actions. Councilmember Jan Schuette moved and Councilmember Jesica Stickles seconded the motion to accept the proposal of KVA Electric, Inc. as the most responsive proposal, and authorize staff to negotiate a purchase and sale agreement and long-term lease with KVA Electric, Inc. based upon the terms of the KVA proposal. The motion passed unanimously.

**ADMINISTRATOR & STAFF REPORTS**

City Administrator Paul Ellis distributed a memo for the 2018 Spring Retreat.

City Attorney Steve Peiffle announced that he would be distributing a small homework assignment to Council and staff in advance of the retreat.

**MAYOR'S REPORT**

None.

**COUNCIL COMMENTS**

Councilmember Joshua Roundy announced he would not be in attendance at the March 12, 2018 Council Workshop.

**EXECUTIVE SESSION**

None.

**ADJOURNMENT**

With no further business to come before the Council, the meeting was adjourned at 7:06 p.m.

---

Barbara Tolbert, Mayor

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. 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 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 9<sup>th</sup> 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