



Minutes of the Arlington City Council Zoom Meeting

Monday, March 7, 2022

Councilmembers Present: Michele Blythe, Jan Schuette, Debora Nelson, Marilyn Oertle, Heather Logan, Don Vanney and Mike Hopson.

Council Members Absent: None.

Staff Present: Mayor Barb Tolbert, Paul Ellis, Kristin Garcia, Dave Ryan, Marty Wray, Amy Rusko, Tony Orr, City Attorney Steve Peiffle, and Wendy Van Der Meersche.

Also Known to be Present: Ten YouTube viewers.

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

APPROVAL OF THE AGENDA

Mayor Pro Tem Jan Schuette 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.

PROCLAMATIONS

None.

PUBLIC COMMENT

None.

CONSENT AGENDA

Mayor Pro Tem Jan Schuette moved and Councilmember Marilyn Oertle seconded the motion to approve the Consent Agenda that was unanimously carried:

1. Minutes of the February 22 and February 28, 2022 Council meetings
2. Accounts Payable:
Approval of EFT Payments and Claims Checks: #104872 – #104957
February 23rd, 2022 through March 7, 2022, for \$1,041,972.24.

PUBLIC HEARING

None.

NEW BUSINESS**Fee Resolution Clarification**

City Administrator Paul Ellis requested Council approve a Resolution Adopting an Updated Fee Schedule. Resolution No. 2022-002 was approved at the February 22, 2022 Council meeting, but due to a formatting error, staff has highlighted three items that dropped off the copies provided to City Council.

Mayor Pro Tem Jan Schuette moved and Councilmember Heather Logan seconded the motion to approve replacing Resolution No. 2022-002 with Resolution No. 2022-003, and adopting a revised fee schedule, and authorized the Mayor to sign the resolution. The motion passed unanimously.

Contract renewal with Digital Face Media

City Administrator Paul Ellis reviewed a contract with Digital Face Media, (previously Southam Creative.)

The City of Arlington is increasing the contract amount of Digital Face Media in 2022 for two marketing campaigns, Arlington Awaits and CIC. The City ended a contract with Retail Strategies and is using the budgeted funds for the contract with Digital Face Media for the Arlington Awaits and CIC Marketing Plan.

The 2022 budget has \$50,000 for Retail Strategies and \$20,000 for Southam Creative (Digital Face Media) and other related expenses. Digital Face Media contract is \$68,400.

The City has contracted with Southam Creative since 2015 for the Arlington Awaits economic development marketing campaign, which focuses on attracting retail business to Arlington and attracting businesses to the industrial center.

Councilmember Debora Nelson moved and Councilmember Heather Logan seconded the motion to accept the contract, with the Mayor's approval. The motion passed unanimously.

Airport Intern Position Request

Airport Operations Manager Marty Wray requested Council approve an Airport Intern position.

Increased demands and responsibilities, with changing challenges over the last several months, in particular, have created a demand for additional entry level/intern level work at the Airport. Traditionally, the airport has had an airport intern position, and has filled full-time vacancies through this process. New airport revenues can easily support this position.

Councilmember Michele Blythe moved and Councilmember Marilyn Oertle seconded the motion to approve a temporary airport intern position, as proposed. The motion passed unanimously.

Ordinance correcting a Technical Error in Ordinance 2020-019

Planning Manager Amy Rusko requested Council approve a new ordinance correcting a technical error in Ordinance No. 2020-019.

City Council adopted Ordinance 2020-019 on September 21, 2020. City Staff recently discovered an error in the maps that were attached to the ordinance. The maps incorrectly depicted a zoning change to four parcels along Highland Drive which the Council previously denied. This ordinance corrects the comprehensive plan map and zoning map for these parcels to match the previous decision by the Council. Brief discussion followed with Ms. Rusko answering Council questions.

Mayor Pro Tem Jan Schuette moved and Councilmember Debora Nelson seconded the motion to approve the proposed ordinance adopting the correction to the maps attached to Ordinance No. 2020-019, and authorized the Mayor to sign the ordinance and corrected maps. The motion passed unanimously.

COMMENTS FROM COUNCILMEMBERS

Councilmember Jan Schuette stated that next Monday Stilly Valley Youth Dynamics will be receiving a donated van from Community Transit. Councilmember Schuette will be onsite when Youth Dynamics is presented with the keys.

ADMINISTRATOR & STAFF REPORTS

None.

MAYOR'S REPORT

None.

EXECUTIVE SESSION

None.

ADJOURNMENT

With no further business to come before the Council, the meeting was adjourned at 7:15 p.m.


Barbara Tolbert, Mayor

