



# Minutes of the Arlington City Council Meeting

Council Chambers  
110 East Third Street  
October 21, 2019

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

**Council Members Absent:** None.

**Staff Present:** Mayor Barb Tolbert, Paul Ellis, Kristin Banfield, Sheri Amundson, Marc Hayes, Raelynn Jones, Jonathan Ventura, City Attorney Steve Peiffle, and Wendy Van Der Meersche.

**Also Known to be Present:** Don Vanney, Kathy Vanney, Holly Sloan-Buchanan, Michele Blythe, Christa Dietz and her family and friends, Mariah Anders, Kathy Bullene and Friends of the Library, Bob Nelson, Susan Pontius, Paul Nyenhuis, Shirley Nyenhuis, Kim Chrisman, Steve Glaze, Tom Dietz, and Kim Dietz.

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 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**

### **Mayor's Good Neighbor Award – Christa Dietz**

Mayor Tolbert introduced Christa Dietz. Christa moved to the U.S. from Germany in 1966, and has lived in Arlington for approximately 10 years. She and her husband raised three children and adopted two brothers. They were foster parents for 15 years after she retired from an accounting position in 2000. In addition to helping her neighbors, her hobbies include gardening, cooking, baking, knitting, crocheting, and reading.

Her friends in the community say Christa is a joyful and kind woman with such a giving heart. She helps so many, and is well known for preparing and delivering delicious meals, taking people to the doctor and ER, and being available for whatever is needed for her neighbors.

## **PROCLAMATIONS**

Mayor Pro Tem Marilyn Oertle read the Friends of the Library proclamation.

## **PUBLIC COMMENT**

None.

**CONSENT AGENDA**

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

1. Minutes of the September 30, 2019 joint meeting, October 5, 2019 council retreat, and October 7 and October 15, 2019 council meetings
2. Accounts Payable: Approval of EFT Payments and Claims Checks #97996 through #98123 dated October 8, 2019 through October 21, 2019 for \$1,725,861.66, and Approval of Payroll EFT Payments and Checks #29468 through #29476 dated September 1, 2019 through September 30, 2019 for \$1,476,423.66.
3. Application for Washington Complete Streets Leadership Academy
4. Application for Department of Commerce Grant – E2SHB 1923
5. Close-out for 2018 Utility Pavement Preservation Project
6. Recycling Grant Agreement with Department of Ecology for 2019-2021
7. Close-out for Arlington Valley Road Project
8. On-call Service Contract with Metron and Associates, Inc.
9. Stormwater Grant Agreement with Department of Ecology

**PUBLIC HEARING**

None.

**NEW BUSINESS**

**Interlocal Agreement with Arlington School District No. 16 for Summer Internship Program**

City Administrator Paul Ellis requested council approve an interlocal agreement with Arlington School District No. 16 for a summer internship program.

The School District is seeking summer internships for students to provide connections to future career opportunities. The City is seeking to support the development of summer internship opportunities which will address local workforce needs for local and nearby industries and businesses. This item was brought forward for council discussion at the October 5, 2019 budget retreat.

Mayor Pro Tem Marilyn Oertle moved and Councilmember Mike Hopson seconded the motion to approve the interlocal agreement with Arlington School District No. 16 for the summer internship program, and authorized the Mayor to sign the agreement. The motion passed unanimously.

**Request to Purchase Training Equipment for Police Department**

Police Chief Jonathan Ventura requested council authorize an amendment to the 2019-2020 budget to accommodate the purchase of an interactive virtual training simulator for the police department. This purchase qualifies as a ‘Special Market Conditions’ exception to the competitive bid process requiring additional resolution. The estimated budget impact in 2019 is \$25,000.

Councilmember Jesica Stickles moved and Councilmember Sue Weiss seconded the motion to approve the resolution affirming an exception to the competitive bid process for purchase of an interactive virtual training simulator, and authorized the Mayor to sign the resolution, pending legal review by the City Attorney. The motion passed unanimously.

**Presentation on Retail Marketing with Buxton**

Community and Economic Development Director Marc Hayes introduced Permit Technician Raelynn Jones, who provided a PowerPoint presentation outlining the resources Buxton can provide in retail recruitment, market area analysis, current demographics and contact cadence.

The City entered into contract with Buxton in December 2018 for a three-year contract. Each year is individually renewable providing the City the option to continue their services, so as to not obligate the City for all three years unless desired. Discussion followed with Mr. Hayes and Ms. Jones answering council questions. This presentation was for information only, and no council action was taken.

**DISCUSSION ITEMS**

None.

**INFORMATION**

None.

**ADMINISTRATOR & STAFF REPORTS**


None.

**EXECUTIVE SESSION**

None.

**ADJOURNMENT**

With no further business to come before the Council, the meeting was adjourned at 7:48 p.m.

  
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Barbara Tolbert, Mayor

