



Minutes of the Arlington City Council Workshop

Council Chambers
110 East Third Street
May 13, 2019

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

Council Members Absent: None.

Staff Present: Mayor Barb Tolbert, Paul Ellis, City Attorney Steve Peiffle, Dave Kraski, Jonathan Ventura, Jim Kelly, Kristin Garcia, James Trefry, and Erin Keator.

Also Known to be Present: Don Vanney and Family, Michele Blythe, Doug Buell, Lindsay Dunn.

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 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

None.

PROCLAMATIONS

None.

WORKSHOP ITEMS - NO ACTION WAS TAKEN

Concession License for Haller Park

City Administrator Paul Ellis explained the City received two proposals for a concession license for Haller Park:

1. Arlington Grocery Outlet, owner Mike Simpson
2. Blues Brew, Owner Stacy Bautista

Staff recommends awarding license agreement to Arlington Grocery Outlet for the period of May 21, 2019 through January 1, 2020. The license fee shall be 10 percent of gross monthly sales. In addition, Grocery Outlet will donate 10% to the Arlington Food Bank. Mr. Ellis went on to explain having a concession stand in the park is a real benefit to the City. Councilmember Sue Weiss requested Mr. Ellis double check that nothing sold at the concession stand will contain glass. Discussion followed with Mr. Ellis answering questions.

Resolution Adopting Revised Financial Policies

Finance Director Kristin Garcia explained staff is proposing to update the City's financial policies to keep in line with federal and state regulations and industry standards. She provided a brief overview of the updates as she has already provided Council with detailed information at the Council's spring retreat. A full description of the updates is attached in the Financial Policies – Executive Summary Document. Discussion followed with Ms. Garcia answering questions.

Ordinance Amending Arlington Municipal Code Section 3.90.010 Pertaining to Interfund Loans.

Finance Director Kristin Garcia explained that based on guidance from the State Auditor, staff is proposing an update to the interfund loan ordinance. The language change states that all interfund loans must be authorized by city council through adopting of a resolution and removal of language that a resolution is required for loans exceeding six months. Current language only requires adoption of a resolution for loans more than six months. The new language will require a resolution no matter the length of the loan. Discussion followed with Ms. Garcia answering questions.

Approve Loan Payoff for Fire Apparatus

Finance Director Ms. Garcia stated that during the April 13, 2019 council retreat, staff presented a 10 year financial plan as part of the decision for financing a new fire station, M&O facility and police impound facility. The financial plan included an assumption to pay off the loan for the city's two fire apparatus purchased in 2015. Paying off the loan will free up debt capacity to use toward financing the new facilities and will save the city interest. The total loan payoff as of June 1, 2019 will be \$1,129,780.90. The payment will be made to Cashmere Bank as they issued the general obligation bonds to finance the purchase. The payment will be made from available funds in the capital facilities building fund which has a current balance of \$1,873,881. Paying off the loan early will save the city approximately \$90,000. The early payoff will trigger a budget amendment for 2019 as the 2019 budget only included the annual principal and interest payment of \$187,600. Discussion followed with Ms. Garcia answering questions.

Contract with Fire District #24 (Darrington) for EMS Services

Fire Chief Dave Kraski explained that for two decades, the City of Arlington has provided the Town of Darrington and Snohomish County Fire District 24 with Advanced Life Support Emergency Medical Services. This contract is a one-year renewal of those services while they work towards their own service in 2020 and beyond. After months of discussions and opportunities explored, it is recommended that Council approve this one year contract. If their own system is not in place in 2020, we will move towards significant changes in their EMS agreement. Chief Kraski explained that if we cancelled our license with Darrington, the Arlington Fire Department would still have to respond to calls due to how the calls are dispatched. Councilmember Nelson stated that we do not want to enable Darrington. Mr. Ellis stated that it is in everybody's best interest to help Darrington establish their own system. Mayor Tolbert stated that a progress report would need to be made within 60 days to the Council. Discussion followed with Chief Kraski answering questions.

Contract with Fire District #21 (Arlington Rural) for Fire Services

Fire Chief Dave Kraski discussed the contract to provide fire protection services to the southern half of Fire District #21 (AQ-W grids). Since the conception of Snohomish County Fire District #21 (Arlington Heights) in the early 1970's the City of Arlington has provided fire protection services to the south half of the district through contract. By 2021 Fire District #21 will have their own station open to services the southern half of their district. Discussion followed with Chief Kraski answering questions.

Design Contract for 204th / 77th Roundabout

Public Works Director Jim Kelly explained that the City applied for, and received, a grant from the Transportation Improvement Board (TIB) to fund design, ROW procurement and construction of a roundabout at the intersection of 204th St NE and 77th Ave NE. Staff issued a request for Proposal (RFP) in March 2019 to five qualified firms on the MRSC Consultant Roster. Two RFPs were received in response and staff has reviewed the qualification of both firms. Staff is recommending that council authorize contracting with Perteet, Inc. for the design. Discussion followed with Mr. Kelly answering questions.

Miscellaneous Council Items**ADMINISTRATOR & STAFF REPORTS**

None.

PUBLIC COMMENT

None.

COUNCILMEMBER REPORTS

Councilmember Oertle, Hopson, and Schuette provided brief updates, while Councilmembers Roundy, Nelson, Stickles and Weiss had nothing to report this evening.

EXECUTIVE SESSION


City Attorney Peiffle announced that there would be a need for an Executive Session for discussion of pending negotiations and bargaining agreements under RCW 42.30.140(4)(a). Mayor Tolbert recessed the meeting at 7:54 p.m. stating the meeting would reconvene at 8:20 p.m.. At 8:19 p.m. City Attorney Peiffle announced that the Executive Session would be extended until 8:30 p.m. The meeting reconvened at 8:30 p.m.

REVIEW OF CONSENT AGENDA ITEMS FOR NEXT MEETING

Council discussed and agreed to place the Resolution Adopting Revised Financial Policies, Ordinance Amending Arlington Municipal Code Section 3.90.010 Pertaining to Interfund Loans and the Design Contract for 204th/77th Roundabout on the May 20, 2019 consent agenda.

ADJOURNMENT

With no further business to come before the Council, the meeting was adjourned at 8:30 p.m.

A handwritten signature in blue ink that reads "Barbara Tolbert". The signature is written in a cursive style and is positioned above a horizontal line.

Barbara Tolbert, Mayor