



# Minutes of the Arlington City Council Zoom Workshop

June 14, 2021

**Councilmembers Present:** Mike Hopson, Marilyn Oertle, Debora Nelson, Don Vanney, Jan Schuette, Jessica Stickles and Michele Blythe.

**Council Members Absent:** None.

**Staff Present:** Mayor Barb Tolbert, Paul Ellis, Marc Hayes, James Kelly, Sarah Lopez, City Attorney Steve Peiffle, Bryan Terry, Tony Orr, and Ashleigh Scott.

**Also Known to be Present:** (21) Twenty-One YouTube viewers.

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 Jessica Stickles 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**

Juneteenth Proclamation was read by Mayor Barb Tolbert.

Pride Month Proclamation was read by Councilmember Debora Nelson.

## **WORKSHOP ITEMS – NO ACTION WAS TAKEN**

### **RFA Annexation Agreements**

City Administrator Paul Ellis and City Attorney Steve Peiffle reviewed the RFA Annexation agreements with District 19, District 21 (EMS), District 25, District 21 (Fire), East County Support Services, Snohomish County, Northwest Incident Support, Eric Cooper, Marysville and Sno911.

On February 9, 2021, voters approved the annexation of the City of Arlington Fire Department into North County Regional Fire Authority. Staff and legal counsel have been preparing the necessary documents to facilitate the annexation. This is the first group of documents requiring action for each of the governing boards. The annexation will take effect August 1, 2021.

The Arlington City Council and the North County Regional Fire Authority Board of Commissioners appointed a subcommittee to study the feasibility of the City of Arlington annexing into the fire district. After a 13-month study, the proposed annexation was approved by voters in February of 2021. Discussion followed with Mr. Peiffle answering Council questions.

**Concession Agreement with Arlington Community Food Bank**

Community Engagement Director Sarah Lopez reviewed the concession agreement with the Arlington Community Food Bank.

The Arlington Community Food Bank has requested use of the concession area at Haller Park as a fundraiser for the food bank. They have asked that a license fee be waived. In 2019, the awarded licensee paid ten percent of gross monthly sales to the City. Staff recommends awarding a license agreement to the Arlington Community Food Bank for a period of July 1, 2021-November 1, 2021, and to waive a license fee for the non-profit community food bank.

Haller Park has a concession area built into the restroom building. The public would benefit from having onsite refreshments at the park. Grocery Outlet had the Concession License in 2019, and paid the City \$4,163; and contributed an equivalent amount to the Arlington Community Food Bank. Grocery Outlet owner, Mike Simpson, has asked to consider the food bank request for the 2021 license. Discussion followed with Ms. Lopez and Mr. Peiffle answering Council questions.

**Public Right of Way Purchase for 40<sup>th</sup> Avenue Intersection Project**

Public Works Director James Kelly reviewed the purchase of Right of Way (ROW) and temporary construction easement (TCE) for the 40th Avenue/SE-531 Intersection project.

The City of Arlington has been engaged in the 40th Ave Intersection project (Project I-13) and is at the point where ROW needs to be purchased for the installation of signals and the installation of bus pullouts at the NW and SE corners. The City contracted with Universal Field Services for appraisal and procurement of the SE and SW ROW needs, the City contracted directly with property owners for the NW and NE corners. A summary of the ROW costs are below:

<b>Property</b>	<b>ROW/TCE</b>
NW Corner	\$ 41,800.00
SW Corner	\$ 20,800.00
SE Corner	\$ 44,300.00
NE Corner	\$ 4,427.00
Total Est ROW Acquisition Cost	<b>\$111,327.00</b>
Negotiation Expense to date	\$ 9,192.42
Project ROW Budget	<b>\$ 100,000.00</b>
Remaining ROW Budget	<b>\$ (20,519.42)</b>

Discussion followed with Mr. Kelly answering Council questions.

**Right of Way Dedication for 168<sup>th</sup> Street for the Outpost at Smokey Point**

Community and Economic Development Director Marc Hayes reviewed the dedication of real property for public Right of Way for the Outpost at Smokey Point.

Staff is requesting to accept dedication of three separate strips of real property for public Right of Way purposes, as described in Exhibit "A". For the construction of 168th St. NE., 1/2 street improvements for 47th Ave. NE, and frontage improvements on 51st Ave. NE.

Dedication of real property for Right of Way purposes related to new development is typically dedicated through the Land Use process pursuant to 20.56.170 AMC. These dedications are a requirement of the Outpost project. Discussion followed with Mr. Hayes answering Council questions.

**Right of Way Dedication for 168<sup>th</sup> Street for 5J William's Family, LLC**

Community and Economic Development Director Marc Hayes reviewed the Right of Way dedication for 168th Street for 5J William's Family, LLC.

Staff is requesting to accept a dedication of a strip of real property from 5J Williams Family LLC., tax Parcel No. 31052800100700, for public right of way purposes, as described in Exhibit "A". For the construction of 168th St. NE.

Dedication of real property for right of way purposes related to new development is typically dedicated through the land use process pursuant to 20.56.170 AMC. Discussion followed with Mr. Hayes answering Council questions.

**Appointment for Melissa Johnson to Planning Commission**

Community and Economic Development Director Marc Hayes reviewed the appointment for Melissa Johnson to the Planning Commission.

With the departure of Jan Berg in April 2021, there exists a vacant position in the Planning Commission. With no applicants available to interview for the Planning Commission vacancy, CED reached out to Ms. Johnson and asked if she would be interested in serving on Planning Commission again, and she responded that she would like to do so. Melissa served on the Planning Commission for a short period of time in 2019, and was quite involved during that time. She understands how the Planning Commission functions, and would like to resume her involvement in the Arlington community by serving as a Planning Commissioner.

Melissa has been involved in commercial real estate for over 15 years, with experience in market analysis, acquisitions and strategic planning, and we believe she will be a great contribution to both Planning Commission and the Arlington community. Discussion followed with Mr. Marc Hayes answering Council questions.

**ADMINISTRATOR AND STAFF REPORTS**

City Administrator Paul Ellis reminded Council that in-person Council meetings will resume Tuesday, July 6, 2021. The IT Department has been working hard to make sure the technology is in place to continue to broadcast via YouTube for our at-home viewers.

**MAYOR'S REPORT**

Mayor Tolbert attended a North County Service Providers network meeting last week where all social services providers get together to discuss programs available to the citizens. A new program for homeless youth is now available. Cocoon House is looking for volunteers to have homeless youth in their homes for 1-3 weeks, instead of youth being on the streets while completing or working through their programs. It allows the youth to remain in the community and not be placed in an institution.

**COMMENTS FROM COUNCILMEMBERS**

Councilmember Jan Schuette asked when City Hall and City facilities will be open to the public. City Administrator Paul Ellis stated that all City buildings will be open to the public beginning July 6, 2021. The City is looking for an alternative way to process passports. They were previously processed in the Finance Department, but there is a space issue. The City is looking for a bigger space to accommodate the public, with staff present for set hours.

**COUNCILMEMBER REPORTS**

Councilmembers had no reports this evening.

**PUBLIC COMMENT**

None.

**REVIEW OF CONSENT AGENDA ITEMS FOR NEXT MEETING**

Council discussed and agreed to place the following items on the consent agenda for the June 21, 2021 Council meeting:

1. RFA Annexation Agreements
4. Right of Way Dedication for 168<sup>th</sup> St. for the Outpost at Smokey Points
5. Right of Way Dedication for 168<sup>th</sup> St. for 5J Williams Family, LLC.

**EXECUTIVE SESSION**

None.

**ADJOURNMENT**

With no further business to come before the Council, the meeting was adjourned at 7:35 p.m.

  
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Barbara Tolbert, Mayor