



Minutes of the Arlington City Council Zoom Workshop

Monday, June 28, 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, James Trefry, Bryan Terry, Kristin Garcia, Dave Ryan, Marty Wray, Lorene Robinson, Jim Kelly, Marc Hayes, Tony Orr, City Attorney Steve Peiffle, and Wendy Van Der Meersche.

Also Known to be Present: Jonathan Reichert and nine YouTube viewers.

In Mayor Barb Tolbert's temporary absence, Mayor Pro Tem Jessica Stickles called the meeting to order at 7:00 pm, and the Pledge of Allegiance and roll call followed.

APPROVAL OF THE AGENDA

Councilmember 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.

WORKSHOP ITEMS – NO ACTION WAS TAKEN

Airport Land Use Waiver for Fly-In Event

Airport Operations Manager Marty Wray reviewed the land use waiver for the Fly-In.

Each year the airport is required to bring to the City Council a resolution to waive land use fees for the annual Fly-In. Part of the resolution details the findings of fact supporting the decision to waive fees for this event. The Airport Commission approved the findings of this resolution at their June 8th, 2021 regular commission meeting. Discussion followed with Mr. Wray answering Council questions.

RFA Annexation Documents

City Attorney Steve Peiffle reviewed the second and last group of Regional Fire Authority (RFA) Annexation documents.

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 second 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.

At 7:11 p.m., Mayor Barb Tolbert joined the meeting, and Mayor Pro Tem Jesica Stickle turned the remaining portion of the workshop over to her.

Budget Amendment for York House Demolition

City Administrator Paul Ellis reviewed the proposed budget amendment for the York House and garage removal.

The proposed budget amendment with a not to exceed amount of \$55,000, is for the removal of the dwelling unit and garage located on the surplus portion of the York Property. If the budget amendment is approved by City Council, staff will solicit bids and select the lowest responsive bidder for the project. The specifications will include restoring the site to accommodate a grass field that can be maintained.

This parcel was part of four parcels purchased in 2000 from Doris York. The westerly three parcels were developed as a neighborhood park. The owner's residence and pole building existed upon the subject parcel, and remained as such with hopes to repurpose the structure for some type of community use, but the economics of bringing the structure up to building code and ADA accessibility were not feasible. Over the next 17 years the buildings fell into greater disrepair and in 2017, with the recommendation of the PARC Commission, the City Council voted to surplus the property and apply the proceeds from the sale to purchase property in Smokey Point, in order to construct a community park. The property is currently surplus but has not been sold. Discussion followed with Mr. Ellis answering Council questions.

Sole Source Resolution for Procurement of Membranes for Water Reclamation Facility

Public Works Director Jim Kelly reviewed a sole resolution for procurement of membranes for the water reclamation facility.

The sole source resolution recognizes Kubota Membrane USA as the preferred supplier for replacement membranes and would authorize the purchase of membranes for replacement in MBR Tank No. 2.

The City of Arlington's membrane bioreactor (MBR) process was placed into operation in 2010. Per the manufacturer, Kubota Membranes US, flat plate membranes were expected to have a service life of approximately 10 years, the City's membranes are currently two years past this estimated service life.

The City and BHC conducted an analysis of membrane replacement technologies and have concluded that the most cost effective alternative for membrane replacement is to replace the existing membranes with the same type originally designed for the Water Reclamation Facility – Kubota flat plate membranes. Discussion followed with Mr. Kelly answering Council questions.

Budget Amendment for Network Assessment

IT Director Bryan Terry reviewed a proposed budget amendment for network equipment from the outcome of a network assessment.

City Council approved a formal network assessment earlier this year. The outcome of that assessment was to replace some existing switching to avoid a bottleneck situation when deploying redundant server/storage at the Public Works building. Discussion followed with Mr. Terry answering Council questions.

Budget Amendment for Access Control System

IT Director Bryan Terry reviewed a proposed budget amendment for the replacement of the access control system at Public Works and City Hall.

As IT is standardizing all access control and camera systems with Verkada, the Public Works plant and City Hall are the two remaining sites to be completed. Once these are completed, all staff can access all city doors by using a proximity card that can be issued to employees through a central management console. In addition the Police department will have access to all cameras through their smartphones for investigation purposes. The system also has a lockdown function in the event of an active shooter situation.

Breakdown of expenditures requested:

Public Works – \$87,006.64

City Hall – \$35,233.71

Card Readers (both sites) – \$4,414.97

Discussion followed with Mr. Terry answering Council questions.

Budget Amendment for new Community and Economic Development (CED)

Employee

Community and Economic Development Director Marc Hayes reviewed a proposed budget amendment request to fund a Full Time Employee (FTE) as a Planner I position in the CED Department.

This position supports the organizational changes being made in the department to address the immediate staffing needs of the department, but more importantly, staff retention, departmental growth structure and the overall, long term, health of the work environment in the CED Department. Discussion followed with Mr. Hayes answering Council questions.

Appointment of new Airport Commissioner Eric Hansen

Airport Director Dave Ryan reviewed the appointment of new Airport Commissioner Eric Hansen.

On Wednesday, May 19, 2021, the Airport Commission Selection Committee reviewed previous commission candidates' applications and discussed those previous interviews. The panel agreed unanimously that applicant Eric Hansen should be appointed to the Airport Commission. Mr. Hansen's resume and experience as an airport commissioner in California clearly elevated him to the top. The Committee recommends that City Council appoint Mr. Hansen as the next Airport Commissioner. Discussion followed with Mr. Ryan answering Council questions.

Appointment of new Civil Service Commissioner Jonathan Reichert

Administrative Services Director James Trefry reviewed the appointment of new Civil Service Commissioner Jonathan Reichert.

The Civil Service Commissioner Selection Committee interviewed one candidate for the open position on the Civil Service Commission on May 12, 2021. After discussion of the candidate's experience and qualifications, it was determined that Jonathan Reichart is qualified for the position and is recommended for appointment by the Mayor.

A position on the Civil Service Commission became vacant in April 2021 when Commissioner Thad Hovis resigned after moving out of the city. The vacant term expires on April 1, 2022. Discussion followed with Mr. Trefry answering Council questions.

May 2021 Financial Report

Finance Director Kristin Garcia reviewed the May 2021 Financial Report. Discussion followed with Ms. Garcia answering Council questions.

Discussion regarding Arlington Art Fund

City Administrator Paul Ellis reviewed existing Ordinance 2019-003 regarding contributions to the Arlington Art Fund at 10% of amounts collected by the City for construction related sales tax revenues, and whether the dollar amount in the fund should have a cap.

Mr. Ellis spoke about a memo he previously emailed Council regarding four different options. A funding mechanism for public art was established with Council's approval with Ordinance No. 2019-003 on March 18, 2019, with 10 percent of the amounts collected by the City for construction sales tax revenues transferred to the City of Arlington Art Fund. Discussion followed with Mr. Ellis answering Council questions.

ADMINISTRATOR AND STAFF REPORTS

None.

MAYOR'S REPORT

None.

COMMENTS FROM COUNCILMEMBERS

Mayor Pro Tem Jessica Stickles asked if the HVAC in Council Chambers was in the capital budget for this year. City Administrator Paul Ellis stated that the air conditioner in Council Chambers' building and City Hall are not in need of repair, they just cannot keep up with the unprecedented high temperatures the last few days.

Councilmember Mike Hopson spoke of his support of an email sent to Councilmembers by Mayor Tolbert, regarding Council meetings following a more parliamentary approach. He wants there to be conversation with opportunity for debate. The Mayor stated she wants all voices to be heard equally, with everyone having a chance to speak.

COUNCILMEMBER REPORTS

Councilmember Don Vanney provided a brief update, while Councilmembers Schuette, Oertle, Blythe, Hopson, Nelson, and Stickles had nothing to report this evening.

PUBLIC COMMENT

None.

REVIEW OF CONSENT AGENDA ITEMS FOR NEXT MEETING

Councilmembers discussed and agreed to put the following items on the Consent Agenda for the July 6, 2021 Council meeting:

2. RFA Annexation Documents
4. Sole Source Resolution for Procurement of Membranes for Water Reclamation Facility
5. Budget Amendment for Network Assessment
6. Budget Amendment for Access Control System

EXECUTIVE SESSION

None.

ADJOURNMENT

With no further business to come before the Council, the meeting was adjourned at 8:27 p.m.



Barbara Tolbert, Mayor

