



Minutes of the Arlington City Council Workshop

Council Chambers
110 East Third Street
July 12, 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, Kristin Garcia, Jonathan Ventura, Sarah Lopez, City Attorney Steve Peiffle, Bryan Terry, Tony Orr and Ashleigh Scott.

Also Known to be Present: (13) YouTube viewers, Heather Logan, Steve Maisch, and Everett Lewis.

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 Jan Schuette seconded the motion, which passed with a unanimous vote.

INTRODUCTION OF SPECIAL GUESTS AND PRESENTATIONS

None.

WORKSHOP ITEMS – NO ACTION WAS TAKEN

Parks and Recreation Master Plan Update and Impact Fee Study

Community Engagement Director Sarah Lopez reviewed the Professional Services Agreement and Parks and Recreation Master Plan and Impact Fee Study.

The project will involve an update to the Park and Recreation Master Plan and a Park Impact Fee Study. Goals and strategies will be identified, with 6-year and 20-year projection and implementation plan. Includes public outreach, updating demographics and inventory, determining level of service ratios, projecting future facility needs, repair and replacement costs, ADA plan, and assessing impact fee revenue potential.

The need for an update to the Parks and Recreation Master Plan and a Park Impact Fee study was discussed at the 2021 City Council Retreat. The City released a call for proposals for both the Parks and Recreation Master Plan Update the Impact Fee Study. Six proposals were received for the Park Master Plan update, and five proposals were received for the Impact Fee study. Staff is recommending contracting with Beckwith Consulting Group for both the

Park Master Plan Update and Impact Fee study. Discussion followed with Ms. Lopez answering Council questions.

Resolution to Surplus Assets

Finance Director Kristin Garcia reviewed the Resolution of the City of Arlington declaring certain property as surplus and authorizing its transfer.

City policy requires assets that are no longer of use to the city to be declared as surplus by a council approved resolution prior to sale, transfer, or disposal. The items listed on Exhibit A of the resolution are assets that will transfer to North County Regional Fire Authority effective August 1, 2021.

The voters approved annexation of the City's fire department into North County Regional Fire Authority on February 9, 2021. On July 6, 2021, Council approved an interlocal agreement with North County Regional Fire Authority regarding transitional items which included the list of assets identified in Exhibit A of the resolution. Discussion followed with the Ms. Garcia answering Council questions.

Low Bid Award for the Smokey Point Blvd Pavement Preservation Project

City Administrator Paul Ellis reviewed the low bid for the Smokey Point Blvd Pavement Preservation Project.

City staff applied for and received a grant from the Puget Sound Regional Council (FHWA program) in 2018 for the pavement preservation of Smokey Point Blvd. Preservation extents are from the south Arlington City limits north to 174th Ave. Work will include replacement of non-compliant ADA ramps and upgrading ADA pedestrian crossing facilities at the 168th intersection. Grant funding was approved in the amount of \$726,000.00.

The project was publically bid in early June 2021, and bids were opened on July 6th. The apparent low bidder was Cadman Materials, Inc. in the amount of \$665,020.00. Bids will be certified before the next Council meeting. Discussion followed with Mr. Ellis answering Council questions.

Ordinance Repealing Arlington Municipal Code (AMC) Chapter 2.62

Administrative Services Director James Trefry reviewed the Ordinance repealing the Arlington Municipal Code (AMC) Chapter 2.62.

The City's Library Board was established by Chapter 2.62 of the Arlington Municipal Code with the adoption of Ordinance 1185 on January 1999, and its primary function was to supervise the City property used by the Library. On May 3, 2021, the City of Arlington approved the transfer of its Library Building and Property to Sno-Isle Intercounty Rural Library District. The Library Board is now no longer required because the Library and its operations have been completely assumed by Sno-Isle Regional Library District after City annexation to the District.

On June 7, 1999, the City approved by Ordinance No. 1194 of the City Council, its intent to annex to the Sno-Isle Library District, finding that the public's interest will be served thereby, pursuant to RCW 27.12.360 and RCW 27.12.370 and Sno-Isle's Board of Trustees did, on June

28, 1999, concur with the annexation subject to the terms and conditions in the Library Annexation Agreement entered into between the City and the District. On September 14, 1999, a special election was held by which voters of the City approved annexation to the Library District, effective January 1, 2001.

On May 3, 2021, the City Council authorized an agreement to transfer the Library Building and Property to Sno-Isle, modifying the annexation agreement granting control and responsibility for maintenance and operations of the Library to Sno-Isle. Discussion followed with Mr. Trefry answering Council questions.

Ordinance Amending Chapter 2.04 of the Arlington Municipal Code Regarding the Compensation and Expense Reimbursement for Elected Officials

Administrative Services Director James Trefry reviewed the ordinance amending Chapter 2.04 of the Arlington Municipal Code regarding the compensation and expense reimbursement of Elected Officials.

The Citizen Salary Review Commission has adopted changes to the form of compensation for all elected officials, changing to a fixed salary for the Mayor and Councilmembers, beginning July 1, 2021. Prior to this change in the form of compensation, elected officials were required to provide documentation of individual meetings and other activities to receive remuneration.

The City of Arlington's Citizen Salary Review Commission completed its work for 2021 and filed its compensation decision with the Arlington City Clerk. The notice specified changes to the Mayor and Council salaries on July 1, 2021, January 1, 2022, and January 1, 2023, and eliminates per meeting compensation as of July 1, 2021. Discussion followed with Mr. Trefry answering Council questions.

Ordinance Amending Chapter 2.48 of the Arlington Municipal Code Regarding the Civil Service Commission

Administrative Services Director James Trefry reviewed the ordinance amending Chapter 2.48 of the Arlington Municipal Code regarding the Civil Service Commission.

The City of Arlington voters approved the merger of the City's fire department with the North County Regional Fire Authority on February 9, 2021. The merger of the two agencies becomes effective on August 1, 2021. It is proposed to modify the existing provisions to AMC Chapter 2.48 to remove reference to RCW 41.08 covered employees of the Fire Department effective August 1, 2021, the date of the merger into the North County Regional Fire Authority.

The City of Arlington's Civil Service Commission has statutory authority under RCW 41.08 for certain career fire service employees and under RCW 41.12 for certain career police department employees. Discussion followed with Mr. Trefry answering Council questions.

Resolution Adopting Benefit Plans and Rates for the Mayor and City Council

Administrative Services Director James Trefry reviewed the resolution establishing group benefits participation by Elected Officials.

The Citizen Salary Review Commission has recommended that Council adopt a resolution providing for group medical, dental, vision and employee assistance plan (EAP) benefits participation eligibility for the positions of Mayor and Councilmember. Benefit offerings are proposed to be the same medical, dental, vision and EAP benefits as those offered to the Non-Represented employee group through the Association of Washington Cities Benefit Trust. Benefit rates would be the same as the Non-Represented employee group, with two different employee contribution schedules for the position of Mayor and Councilmember. Benefit eligibility would be available during a special open enrollment window in the month of July 2021 to be established by the Human Resources Department, with benefits effective August 1, 2021. Thereafter, existing elected officials could make changes to their enrollment status during the normal open enrollment period in November of each year for benefit changes to take effect January 1st of the following year, consistent with existing City policy.

The City of Arlington's Citizen Salary Review Commission completed its work for 2021 and filed its compensation decision with the Arlington City Clerk. The notice specified changes to the Mayor and Council salaries on July 1, 2021, January 1, 2022, and January 1, 2023, and eliminated per meeting compensation as of July 1, 2021. Recommendations were also made encouraging Council to take action through resolution to offer group benefit access at different premium contribution levels for the positions of Mayor and Councilmember. Discussion followed with Mr. Trefry answering Council questions.

Changes to Compensation for Elected Officials with New Monthly Report

Administrative Services Director James Trefry reviewed the Council monthly report template.

The Citizen Salary Review Commission has adopted changes to the form of compensation for all elected officials, changing to a fixed salary for the Mayor and Councilmembers, beginning July 1, 2021. Prior to this change in the form of compensation, elected officials were required to provide documentation of meetings and other activities to receive remuneration. The Citizen Salary Review Commission recommended that Council adopt a standard monthly activity reporting template to accommodate the communication of activities and provide a record to be reviewed the next time the Citizen Salary Review Commission convenes to review compensation before making recommendations for any changes to take effect July 1, 2023 or later.

The City of Arlington's Citizen Salary Review Commission completed its work for 2021 and filed its compensation decision with the Arlington City Clerk. The notice specified changes to the Mayor and Council salaries on July 1, 2021, January 1, 2022, and January 1, 2023, and eliminates per meeting compensation as of July 1, 2021. Recommendations were also made to encourage Council to take action through resolution to offer benefit access at different premium contribution levels for the Mayor and Council positions. Finally, there is also a recommendation for the Council to adopt a uniform method to easily account for work they perform and meetings they attend on behalf of the City on a monthly basis. The Arlington Citizens' Salary Review Commission will meet again in 2023. Discussion followed with Mr. Trefry answering Council questions.

ADMINISTRATOR AND STAFF REPORTS

City Administrator Paul Ellis reminded City Council to submit their expense reports by the end of the week through June 2021.

MAYOR'S REPORT

Mayor Tolbert thanked staff and Councilmembers who volunteered at the City's street fair booth over the weekend.

COMMENTS FROM COUNCILMEMBERS

Councilmember Jan Schuette thanked Community Engagement Director Sarah Lopez for her hard work with City activities and the level of commitment in seeing it through. She also mentioned that the Arlington Street Fair brought in good crowds of visitors and residents, and local business noticed an increase in sales.

Councilmember Don Vanney wanted to discuss the handicap parking issues around the City, and options to increase the amount of spots along Main Street to accommodate visitors and residents. Administrative Services Director James Trefry stated that City staff added extra temporary ADA parking spots for last weekend's event.

Councilmember Mike Hopson asked if there were any State regulations or County regulations regarding ADA parking spots. Administrative Services Director James Trefry stated that there are requirements, and the City of Arlington is in compliance. Moving forward, the City hopes to add additional ADA parking spots to be more inclusive and welcoming as a community.

COUNCILMEMBER REPORTS

Councilmembers had nothing to report this evening.

PUBLIC COMMENT

Everett Lewis, 521 N Dunham Ave, Arlington, voiced concerns regarding speeding issues in and around his neighborhood. He continued with questions regarding the timeframe and plans regarding construction on Smokey Point Blvd/SR530 and 49th/SR530 and 211th PL/SR530. Mr. Lewis also wanted to discuss the Country Charm development and the plan to handle the additional vehicles and congestion around Division St. Mayor Tolbert and City Administrator Paul Ellis stated they would gather and email information to him. There were no public comments requested via ZOOM.

REVIEW OF CONSENT AGENDA ITEMS FOR NEXT MEETING

Councilmembers discussed and agreed to put the following items on the Consent Agenda for the July 19, 2021 Council meeting:

- 2. Resolution to Surplus Assets
- 4. Ordinance Repealing Arlington Municipal Code Chapter 2.62 Regarding the Library Board
- 6. Ordinance Amending Chapter 2.48 of the Arlington Municipal Code Regarding the Civil Service Commission

EXECUTIVE SESSION

None.

ADJOURNMENT

With no further business to come before the Council, the meeting was adjourned at 7:44 p.m.



Barbara Tolbert, Mayor