

Draft



Minutes of the Arlington City Council Retreat

Stillaguamish Conference Room
154 W Cox
October 1, 2016

Councilmembers Present: Mike Hopson, Jan Schuette, Debora Nelson, Chris Raezer, Sue Weiss, Jessica Stickles, and Marilyn Oertle

Council Members Absent: None

Staff Present: Mayor Barbara Tolbert, Paul Ellis, Kristin Banfield, Kristin Garcia, Sheri Amundson, Jonathan Ventura, Bruce Stedman, Chris Young, Jim Kelly, Kris Wallace, Kurt Patterson, Heather Logan, Dave Ryan and City Attorney Steve Peiffle.

Also Known to be Present: None

Mayor Tolbert called the meeting to order at 8:30 a.m. and the pledge of allegiance followed.

Retreat facilitator, Steve Peiffle, began the retreat requesting the expectations for the day from the attendees. The expectations of the attendees included a clear understanding of contents of budget and process; ensuring the budget addresses the community's needs not what Council wants; and ensuring that the individual department goals are aligning with the Council's direction.

2017-18 Preliminary Budget Review

Finance Director Kristin Garcia gave a presentation on the 2017-2018 preliminary budget and 2017 property tax levy. Discussion followed with Kristin and various staff answering council questions.

The Council Retreat was recessed at 1:00 p.m. and resumed at 1:02 p.m.

Council and the Mayor reviewed a few of the additional program requests that could be funded with the \$124,000 of discretionary spending available in the General Fund over the 2017-2018 Biennial budget cycle. General consensus was that Council would like to see staff return with proposals to assist the Snohomish Health District, to update the City's website, and expand the city's streetscape beautification to all corridors.

Council then briefly discussed a grant from the United Way for a health and human services project to begin to understand the network of community support and resources that currently exist, and the gaps in services for homes, addicted, or mentally ill individuals in Arlington. Additional information will be presented to the Council on the project at an upcoming workshop.

The Council Retreat was recessed at 1:32 p.m. and resumed at 1:52 p.m.

The Council reviewed any miscellaneous items that were raised throughout the day, including how our out of city business license program and costs compares to other cities, a request to discuss city-owned properties and the future use of them at the spring retreat, the renovation of Terrace Park, and the maintenance of the Merchant and City Hall parking lots.

With no further items to discuss, the retreat was adjourned at 2:01 p.m.

Barbara Tolbert, Mayor

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Minutes of the Arlington City Council Meeting

Council Chambers
110 East Third
November 7, 2016

Council Members Present: Mike Hopson, Jan Schuette, Debora Nelson, Chris Raezer, Jesica Stickles, and Marilyn Oertle.

Council Members Absent: Sue Weiss (excused).

City Staff Present: Mayor Barbara Tolbert, Paul Ellis, Kristin Banfield, Jim Kelly, Kris Wallace, Sheri Amundson, Jonathan Ventura, Heather Logan, and City Attorney Steve Peiffle.

Also Known to be Present: Douglas Buell.

Mayor Tolbert called the meeting to order at 7:00 p.m. and the pledge of allegiance followed.

APPROVAL OF THE AGENDA

Mayor Pro Tem Debora Nelson moved to approve the agenda. Chris Raezer seconded the motion which passed with a unanimous vote.

INTRODUCTIONS OF SPECIAL GUESTS AND PRESENTATIONS

PROCLAMATIONS

PUBLIC COMMENT

There was no one in the audience who wished to speak.

CONSENT AGENDA

Debora Nelson moved and Chris Raezer seconded the motion to approve the Consent Agenda which was unanimously carried to approve the following Consent Agenda items:

1. Accounts Payable
Claims Checks **#89201** through **#89334** in the amount of **\$1,444,904.13** and
Claims Checks **#29071** through **#29084** in the amount of **\$1,461,531.97**
2. Minutes of the September 29, 2016 Joint Meeting and October 18 and October 25, 2016 Council Meetings.
3. Environmental Review for South Airport Business Park

PUBLIC HEARING

With the use of a PowerPoint presentation, Assistant Finance Director Sheri Amundson and City Administrator Paul Ellis introduced the proposed regular property tax levy for 2017, the EMS Levy for 2017, and the 2017-2018 Biennial Budget.

Proposed 2017-2018 Budget

- 7:08:22** Public Hearing was opened.
7:08:27 No one wishing to speak, the Public Hearing portion was closed.
7:08:28 Council questions were opened.
7:13:18 Public Hearing was closed.

Proposed Property Tax Levy

- 7:13:20 Public Hearing was opened.
7:13:24 No one wishing to speak, the Public Hearing portion was closed.
7:13:25 Council questions were opened.
7:14:07 Public Hearing was closed.

Proposed EMS Tax Levy

- 7:14:08 Public Hearing was opened.
7:14:14 No one wishing to speak, the Public Hearing portion was closed.
7:14:15 Council questions were opened.
7:14:18 Public Hearing was closed.

NEW BUSINESS**Resolution Declaring Items as Surplus – Christmas Decorations**

City Administrator Paul Ellis spoke regarding a Maintenance and Operations department request adopt a resolution to surplus electrified holiday decorations (candles).

Mayor Pro Tem Debora Nelson moved and Jesica Stickles seconded the motion to approve the resolution declaring certain equipment surplus and authorizing the sale or disposal of the items. The motion was approved by a unanimous vote.

United Way Health and Human Services Grant and Approval of Professional Services Agreement

Assistant City Administrator Heather Logan spoke of a proposed United Way Health and Human Services Grant to utilize United Way funds to contract for services to develop a list of aid-ready resources in the community, and a Professional Services Agreement with Julie A. Frauenholtz.

Mayor Pro Tem Debora Nelson moved and Chris Raezer seconded the motion to approve the acceptance of the United Way Health and Human Services Grant and approve the Professional Services Agreement with Julie A. Frauenholtz, and authorize the Mayor to sign the agreement. The motion was approved by a unanimous vote.

The Council meeting was recessed at 7:21 p.m. and resumed at 7:32 p.m.

ADMINISTRATOR & STAFF REPORTS

City Administrator Paul Ellis did not have a report this evening.

COUNCIL MEMBER REPORTS and MAYOR'S REPORT

Mike Hopson, Debora Nelson, Chris Raezer, Jesica Stickles, and Marilyn Oertle gave brief reports, while Jan Schuette had nothing to report at this time. Mayor Barb Tolbert provided a brief update on the Puget Sound Regional Council (PSRC) process for identifying Manufacturing Industrial Centers.

EXECUTIVE SESSION

City Attorney indicated need for an Executive Session regarding discussion of pending or potential litigation [RCW 42.30.110(1)(i)] and to review collective bargaining negotiations, grievances, or discussions regarding the interpretation or application of a labor agreement [RCW 42.30.140(4)], estimating to take 25 minutes, and that there would be no action following the Executive Session.

- 7:43 Council in recess.
8:08 Council reconvened.

ADJOURNMENT

With no further business to come before the Council, the meeting was adjourned at 8:09 p.m.

Barbara Tolbert, Mayor

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Minutes of the Arlington City Council Workshop

Council Chambers
110 East Third Street
November 14, 2016

Councilmembers Present: Mike Hopson, Jan Schuette, Debora Nelson, Chris Raezer, Jesica Stickles, and Marilyn Oertle.

Staff Present: Mayor Barbara Tolbert, Paul Ellis, Heather Logan, Kristin Garcia, Jim Kelly, Marc Hayes, Jonathan Ventura, Kris Wallace, Deana Dean, and City Attorney Steve Peiffle.

Council Members Absent: Sue Weiss (excused)

Also Known to be Present: Daniel Blue, Christine Frausto, Holly Sloan-Buchanan, James Feldman, David Lee, Doug Buell, and Sarah Arney

Mayor Barbara Tolbert called the meeting to order at 7:00 p.m. and the pledge of allegiance followed.

Councilmember Nelson moved to approve the agenda. Councilmember Raezer seconded the motion, which passed with a unanimous vote.

WORKSHOP ITEMS ~ NO ACTION WAS TAKEN

Community Court Presentation

Police Chief Jonathan Ventura introduced guests Christine Frausto and Daniel Blue from Feldman & Lee and reviewed by PowerPoint the concept of Community Court and criminal justice alternatives. Daniel Blue, investigator, and Christine Frausto, attorney, discussed community court and its benefits, and the vision for Arlington. Discussion followed.

Community Crime Mapping Demonstration

Chief Ventura reviewed the web based Lexis Nexis Community Crime Map.

Resolution Updating Right of Way Acquisition Procedures

Public Works Director Jim Kelly discussed right of way acquisitions and the recommendation to update or re-adopt right of way procedures. Brief discussion followed with Jim answering council questions. Kris Wallace clarified that there is no resolution, only adoption of the procedures. This matter is authorized for next week's consent agenda.

Resolution to Surplus Utilities Equipment

Jim Kelly discussed the utility equipment needing to be surplus and indicated a public meeting scheduled for November 21, 2016 with December 5, 2016 council meeting to request authorization to surplus the same.

Resolution to Reject All Bids for the Haller Park Restroom Facility

Permit Center Manager Marc Hayes discussed the recent bids received from the Haller Park Restroom Facility project and indicated this matter will be on the November 21, 2016 for resolution to reject those bids.

Request for Authorization to Purchase CXT Building for Haller Park

Marc Hayes discussed the option to purchase a concrete pre-fabricated building with the grant funds that would have been used for the previous agenda item - Haller Park Restroom Facility. Brief discussion regarding design and features of the restrooms.

Miscellaneous Council Items

None.

Public Comment

Sarah Arney requested a copy of the picture of the CXT building.

Executive Session

City Attorney Steve Peiffle indicated a need for an executive session to last approximately 10-15 minutes to discuss one matter to review the performance of a public employee [RCW 42.30.110(1)(g)]. Council adjourned at 8:31:51 and reconvened at 8:47:21.

Adjournment

The meeting was adjourned at 8:48 p.m.

Barbara Tolbert, Mayor