



Minutes of the Arlington City Council Zoom Workshop and Special Meeting

Monday, January 10, 2022

Councilmembers Present: Mike Hopson, Marilyn Oertle, Debora Nelson, Don Vanney, Jan Schuette, Michele Blythe, and Heather Logan.

Council Members Absent: None.

Staff Present: Mayor Barb Tolbert, Paul Ellis, Sarah Lopez, Jim Kelly, City Attorney Steve Peiffle, Tony Orr, Julie Petersen, and Wendy Van Der Meersche.

Also Known to be Present: Six 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 Jan Schuette 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

Lateral Hiring Incentives Program for Police Department

City Administrator Paul Ellis reviewed the lateral hiring incentives program for the police department.

The City of Arlington did not offer a lateral police officer candidate incentive in 2021, and applications for lateral police officer positions were significantly down in 2021, reflecting the broader market conditions in Washington State regarding recruitment of qualified lateral police officer candidates. The proposed Lateral Police Officer Incentive program for 2022 would offer different maximum incentive payments based on Washington State or out-of-state certification. This reflects current incentives in the hiring market and provides additional incentive for qualified in-state certified candidates that will be able to be assigned shifts sooner than out-of-state candidates, defraying overtime that would otherwise be spent.

The City previously had a lateral hire incentive program in place between 2018 and 2020, which did not differentiate between Washington State certified lateral police officer candidates and out-of-state lateral police officer candidates. The prior program offered a maximum amount of up to \$10,000.00, prorated based on level of experience, distributed in two installments – one half at time of hire, and one half at the time of completion of probation. The program was successful in attracting qualified lateral candidates and was consistent

with market conditions at the time. Discussion followed with Mr. Ellis answering Council questions.

Request for Budget Amendment for Proposed 2022 Public Art Projects

Community Engagement Director Sarah Lopez reviewed a budget amendment request for proposed 2022 public art projects.

The City distributed the call for public art with an application process in October, 2021. The Public Art Committee reviewed 19 proposals totaling \$161,030 on November 19, 2021. The committee's recommendation to fund all the proposals was forwarded to the Parks, Arts and Recreation Commission (PARC) for review. PARC also reviewed all the proposals on November 23, 2021, and is recommending funding 15 of the 19 proposals, totaling \$143,030.

The 2022 public art budget was approved by Council at \$65,000. This amount was set at same level of 2021 public art expenditures. Approval by Council is required for a budget amendment in the amount of \$78,030. The total expenditure would be \$143,030.

There is a cap on the annual public art fund balance of \$200,000, implemented by Council in July, 2021. Public art is a vital part of the quality of life of for our citizens and plays a role in Arlington's economy. A funding mechanism for public art was established with Council's approval of 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 Ms. Lopez answering Council questions.

Request to Waive Building Permit Fees for Phase II of the Innovation Center Renovation

Community Engagement Director Sarah Lopez reviewed a request to waive building permit fees for Innovation Center Renovation Phase II.

The City has contracted with Trico Companies for Phase II renovation of the Innovation Center. The City applied for the building permit, with the fee totaling \$8,045.55.

Staff is requesting authorization from City Council to waive the building permit fee. City Council may waive any permit fee to government agencies. This is typically done for city projects. Discussion followed with Ms. Lopez answering Council questions.

Reduction of 2022 CPI Increase on Utility Rates

Public Works Director Jim Kelly reviewed a request to amend Arlington Municipal Code (AMC) Chapter 13.12 to reduce Utility Rate Consumer Price Index (CPI) Increase for 2022.

AMC chapter 13.12.040 provides for water, sewer, and stormwater utility rates to be increased annually by the October reported Consumer Price Index (CPI) for the Seattle-Tacoma-Bellevue area. This annual CPI increase allows the Water, Sewer, and Storm utilities to maintain operations with increasing costs of services and supplies. For many years, the City has been able to defer annual CPI increases to utility rates through operational efficiencies. The water utility rates have not had a CPI increase since 2011, and the sewer and stormwater utility rates have not had a CPI increase since 2013.

The Water, Sewer and Storm utilities do have to allow the annual CPI increase to move forward in 2022 in order to keep the departments financially self-sufficient. However, the October reported CPI is 6.5% and would be a steep increase in current times to utility rates. Staff has reviewed operating and capital expenditures for the upcoming years, and a 3.25% CPI will provide financial self-sufficiency for the Water and Sewer utilities. The Storm utility will require the full 6.5% CPI increase (this equates to 45¢ per month for a single family home). Discussion followed with Mr. Kelly answering Council questions.

Contract with Parametrix for Design Services for the 2022 Utility and Pavement Preservation Program

Public Works Director Jim Kelly reviewed a Scope of Work (SOW) and fee estimate from Parametrix to provide engineering services for the 2022 Utility and Pavement Preservation (UPP) Project.

The City is continuing with the annual Utility and Pavement Preservation (UPP) capital improvement project for the years 2022-2023. The annual UPP project addresses the replacement of aged and failing water-sewer-storm infrastructure and resurfacing of roads in the same streets where utility improvements occur. The City began this multi-year project in 2018 and has to date completed \$8,682,470 worth of utility and pavement preservation. The attached Scope of Work and fee estimate is the result of the negotiations with Parametrix, Inc. and will produce the documents needed for the 2022 construction project. Funding for this work will be split between the water the CIP Fund and the TBD fund with small portions being charged to sewer or storm capital funds where necessary. Discussion followed with Mr. Kelly answering Council questions.

Mayor Tolbert closed the workshop, and called the special meeting to order, with the attendance of all councilmembers previously recognized by roll call.

SPECIAL MEETING

Mayor's Appointment of Heather Logan to Serve as Snohomish Health District Board of Health Representative for all Small Cities in County Council District #1

City Administrator Paul Ellis reviewed the Mayor's appointment of Heather Logan to serve as the Snohomish Health District Board of Health Representative for all small cities in County Council District #1.

The cities of Arlington, Darrington, Granite Falls, and Stanwood are required to designate a representative from amongst the city councils to the Snohomish Health District Board of Health on an annual basis. There are a total of 15 representatives on the Board of Health: the County Council, each representing their Council district, and two city representatives from each County Council district. One city representative must be from the largest city within each County Council district, and the other city representative must be selected from the remaining incorporated cities within that Council district. Arlington City Councilmember Heather Logan has agreed to be appointed.

The cities within County Council District #1 are Arlington, Darrington, Granite Falls, and Stanwood. Mayor Dan Rankin served as the City's representative to the Snohomish Health District Board of Health for 2021. Discussion followed with Mr. Ellis answering Council questions.

Councilmember Marilyn Oertle moved and Councilmember Debora Nelson seconded the motion to approve the appointment of Heather Logan as Snohomish Health District Board of Health Representative for all Small Cities in County Council District #1. The motion passed unanimously.

Mayor Tolbert closed the special meeting, and the workshop resumed.

ADMINISTRATOR AND STAFF REPORTS

None.

MAYOR'S REPORT

Mayor Tolbert spoke regarding the legislative session that opened today.

COMMENTS FROM COUNCILMEMBERS

Councilmember Don Vanney thanked Public Works Director Jim Kelly for assisting a citizen with matters at the cemetery. Mr. Kelly appreciated the thank you, and said thanks goes to employee Tawnya Post.

Councilmember Michele Blythe thanked City Administrator Paul Ellis for his professional and courteous email communications. She appreciates that all citizens are listened to and important, and also for his email communications with Councilmembers. Mayor Tolbert acknowledged Mr. Ellis and concurred.

COUNCILMEMBER REPORTS

Councilmembers had no reports 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 January 18, 2022 Council meeting:

3. Request to Waive Building Permit Fees for Phase II of the Innovation Center Renovation

EXECUTIVE SESSION

None.

ADJOURNMENT

With no further business to come before the Council, the meeting was adjourned at 7:48 p.m.


Barbara Tolbert, Mayor