



# Minutes of the Arlington City Council Workshop

Council Chambers  
110 East 3rd Street  
Monday, January 22, 2024

**Councilmembers Present:** Rob Toyer, Michele Blythe, Debora Nelson, Yvonne Gallardo-Van Ornam, and Heather Logan, who joined with Zoom.

**Council Members Absent:** Jan Schuette, excused.

**Staff Present:** Mayor Don Vanney, Paul Ellis, Jim Kelly, Amy Rusko, Jonathan Ventura, Seth Kinney, Bryan Terry, City Attorney Steve Peiffle, and Wendy Van Der Meersche.

**Also Known to be Present:** Kathy Vanney, Jerry Vanney, Kim Casteel, Nathan Senff, Tara McIntosh, Leisha Nobach, and Randy Nobach.

Mayor Don Vanney called the meeting to order at 6:00 pm, and the Pledge of Allegiance and roll call followed.

## **APPROVAL OF THE AGENDA**

Mayor Pro Tem Michele Blythe moved to approve the agenda, with item number 3 removed, per the City Administrator's request. 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**

### **Resolution Amending Fee Schedule**

Planning Manager Amy Rusko reviewed the red-lined version of the resolution to amend the City's fee schedule.

Staff is proposing changes to the fee resolution due to recent code updates, to provide clarification, update hourly wages, and provide general formatting corrections to the document. The proposed changes involve multiple departments and have been provided by the Community and Economic Development Department, Public Works Department, Police Department, and Arlington Municipal Airport.

The fee resolution sets the fees for city services and the proposed changes reflect updates to fees and services of multiple city departments. Discussion followed with Ms. Rusko answering Council questions.

**Acceptance of Right-of-Way (ROW) and Temporary Construction Easements (TCE) for the 74th Avenue Trail Project**

Public Works Director Jim Kelly reviewed right of way and temporary construction easement procurement and dedication for the 74th Ave Trail project.

The City of Arlington is working to provide the community with a comprehensive multiuse trail system. The 74th Ave Trail project completes a segment between 204th St and 191st St (approx. 4,000 ft). This trail alignment is also part of the City's Complete Streets program.

The City received a grant for the design and construction of this trail. During the design phase, areas where ROW and TCE were required for the trail construction were identified. The City and the ROW consultant met with the property owners and either purchased the needed ROW and TCE or had the property owner dedicate the ROW and TCE as part of property development requirements. Discussion followed with Mr. Kelly answering Council questions.

**Award of 640 Zone Booster Pump System Bid to Pump Tech**

Public Works Director Jim Kelly reviewed the award of 640 Zone Booster Pump System contract for the fabrication, testing, certification, and delivery of a skid-mounted booster pump system.

The City of Arlington has been under contract with RH2 Engineering for the design of a booster pump station. This BPS will pump water from the 520-pressure zone to the 640-pressure zone. Staff issued a Request for Proposals (RFP Project PO2-493.1) for the fabrication, testing, certification, and delivery of a skid-mounted booster pump system on December 14, 2023. Only one proposal was received by Pump Tech LLC.

Staff is recommending the city award this project to Pump Tech as the qualified bidder. Discussion followed with Mr. Kelly answering Council questions.

**ADMINISTRATOR AND STAFF REPORTS**

City Administrator Paul Ellis reminded Councilmembers that City Council's special meeting to interview council vacancy applicants is Wednesday, January 24. Mr. Ellis also stated that there will be no Council meeting on Monday, January 29 – it is the fifth Monday.

**MAYOR'S REPORT**

Mayor Vanney provided a legislative update.

**COMMENTS FROM COUNCILMEMBERS**

Councilmember Nelson thanked staff for the opportunity to connect to the council vacancy interviews with Zoom.

**COUNCILMEMBER REPORTS**

Councilmember Gallardo-Van Ornam thanked for the opportunity to attend City Action Days by AWC in Olympia.

**PUBLIC COMMENT**

None.

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

Councilmembers discussed and agreed to put Item #2 Acceptance of Right-of-Way (ROW) and Temporary Construction Easements (TCE) for the 74th Avenue Trail Project on the consent agenda for the February 5, 2024 Council meeting.

**EXECUTIVE SESSION**

None.

**ADJOURNMENT**

With no further business to come before the Council, the meeting was adjourned at 6:36 p.m.



Don E. Vanney, Mayor