



Minutes of the Arlington City Council Workshop

Council Chambers
110 East 3rd Street
April 25, 2022

Councilmembers Present: Marilyn Oertle, Michele Blythe, Debora Nelson, Jan Schuette, Heather Logan, and Don Vanney, who joined with Zoom.

Council Members Absent: None.

Staff Present: Mayor Barb Tolbert, Paul Ellis, Kristin Garcia, Jim Kelly, Kris Wallace, Jonathan Ventura, Amy Rusko, Tony Orr, and Wendy Van Der Meersche.

Also Known to be Present: Kaitlyn Goubeau, Bob Nelson, Steve Maisch, and Holly Sloan-Buchanan.

Mayor Barb Tolbert called the meeting to order at 7:00 pm, and the Pledge of Allegiance and roll call followed. Mayor Tolbert acknowledged the death of Councilmember Mike Hopson, and requested a moment of silence, and offered condolences to his wife and family.

APPROVAL OF THE AGENDA

Mayor Pro Tem Jan Schuette moved to approve the agenda as presented. Councilmember Marilyn Oertle seconded the motion, which passed with a unanimous vote.

INTRODUCTION OF SPECIAL GUESTS AND PRESENTATIONS

Mayor Tolbert introduced Kaitlyn Goubeau, CEO and Founder of the Center for Justice Social Work, who provided an update on the mobile integrated health social services program with the City of Arlington.

WORKSHOP ITEMS - NO ACTION WAS TAKEN

Ordinance Approving Old Town Residential Design Standards

Planning Manager Amy Rusko reviewed the ordinance to adopt the Old Town Residential Design Standards for development within the Old Town Residential zoning district.

The Old Town Residential Design Standards were developed to ensure the architectural design and development patterns of future residential developments within the Old Town Residential zoning district. The design standards were presented at four Planning Commission Workshops and one Public Hearing. The Public Hearing was held before the Planning Commission on April 19, 2022, where the final design document was presented. The Planning Commissioners voted to recommend approval to City Council for adoption. Discussion followed with Ms. Rusko answering Council questions.

Resolution Approving Stillaguamish Square Alley Vacation

Planning Manager Amy Rusko reviewed the resolution to set a public hearing for a proposed vacation of a portion of public right of way (alley).

Stillaguamish Square Alley Vacation is a privately initiated petition submitted by Stillaguamish Square LLP to vacate a portion of unopened right of way (alley) located between Fifth Street and Division Street, situated west of Block 3 of Wrage Addition to Arlington. This alley is surrounded by property owned by the Stillaguamish Square on three sides and abuts Fifth Street. The vacation process requires Council to refer the matter to Planning Commission, by resolution, for consideration and recommendation, after which the matter is returned to City Council and heard at a public hearing for final action to occur. Discussion followed with Ms. Rusko answering Council questions.

2021 Utility and Pavement Preservation Project Close-Out

Public Works Director Jim Kelly reviewed the project close out of the 2021 Utility and Pavement Preservation Project. Mr. Kelly requested Council approve final acceptance of the 2021 Utility and Pavement Preservation Project that was completed by Reece Construction Company.

Following a competitive bid, Reece Construction Company was awarded the 2021 Utility and Pavement Preservation Project. The City entered into contract with Reece in May of 2021 and the project was deemed fully complete to the satisfaction of the City and in accordance with the terms of the contract in March of 2022. Discussion followed with Mr. Kelly answering Council questions.

Low Bid and Award of Contract for Water Reclamation Facility (WRF) Membrane Installation Project

Public Works Director Jim Kelly reviewed the bids for the WRF Membrane Installation Project and the award of project to low bidder.

In January 2022, City Council authorized the purchase of Kubota Membranes for Water Reclamation Facility MBR Trains #1, #3, and #4; this purchase is needed to replace existing membranes that have reached their operational life. The Kubota MBR replacement membranes have been ordered and are in transit, anticipated arrival date is June 2022.

Installation of the membranes needs to be completed during low flow months as the project entails taking a MBR train off-line to replace the membranes (removing existing membrane cassettes, MBR tank cleaning, and installation of the new membrane cassettes). Installation work for these replacement membranes was publicly bid in March 2022. Two bids were received, with the low bid from McClure & Sons, Inc. Staff is recommending the bid be awarded to McClure & Sons Inc. Discussion followed with Mr. Kelly answering Council questions.

Contract Change Order No. 1 to Water Reclamation Facility Equalization Basin Project Contract

Public Works Director Jim Kelly reviewed Contract Change Order No. 1 to Water Reclamation Facility Equalization Basin Project Contract.

Construction Change Directives (CCDs) have been issued on the Water Reclamation Facility Equalization Basin project as issues come up during construction. This Change Order will add the combined value of the CCDs to the contract.

Public Works publicly bid the Water Reclamation Facility (WRF) Equalization Basin Project in 2021, and the contract was awarded to McClure and Sons. Due to nationwide supply chain issues, much of the project has been delayed to 2022. In addition to supply issues, there have been on site changes made via construction change directive (CCD#1, CCD#2A, and CCD#2B). This Contract Change Order No.1 amends the contract to include the authorized extra work. Discussion followed with Mr. Kelly answering Council questions.

Monthly Financial Report

Finance Director Kristin Garcia reviewed the March 2022 financial report. Discussion followed with Ms. Garcia answering Council questions.

ADMINISTRATOR AND STAFF REPORTS

None.

MAYOR'S REPORT

Mayor Tolbert stated that she and Mayor Pro Tem Jan Schuette attended a very nice ribbon cutting for Himalayan Dog Chew last week, and one of the members from the board of directors spoke very highly of Building Official Kevin Olander, and what an asset he was during the process. Mayor Tolbert also spoke of a phone call she received the next day from a resident, stating how thankful they are for Community and Economic Development Director Marc Hayes, and his depth of knowledge.

Mayor Tolbert stated that Himalayan Dog Chew and Eviation, both new to Arlington, celebrated Earth Day by serving in the community garden, and a local park, respectively.

COMMENTS FROM COUNCILMEMBERS

Councilmember Debora Nelson was at a local business, Sugar Pine Spa, and the owner spoke very highly of Community and Economic Development Permit Technician Raelynn Jones, and how helpful she was during a remodel.

COUNCILMEMBER REPORTS

Councilmembers had nothing to report this evening.

PUBLIC COMMENT

None.

REVIEW OF CONSENT AGENDA ITEMS FOR NEXT MEETING

Councilmembers discussed and agreed to place item #4 on the consent agenda for the April 18, 2022 Council meeting:

4. Low Bid and Award of Contract for Water Reclamation Facility (WRF) Membrane Installation Project

EXECUTIVE SESSION

None.

ADJOURNMENT

With no further business to come before the Council, the meeting was adjourned at 8:02 p.m.



Barbara Tolbert, Mayor