



# Minutes of the Arlington City Council Workshop

Council Chambers  
110 East 3rd Street  
Monday, July 24, 2023

**Councilmembers Present:** Don Vanney, Debora Nelson, Jan Schuette, Michele Blythe, Yvonne Gallardo-Van Ornam, and Heather Logan via Zoom.

**Council Members Absent:** Marilyn Oertle, excused.

**Staff Present:** Mayor Barb Tolbert, Paul Ellis, Jim Kelly, Kris Wallace, Kristin Garcia, Mike Gilbert, Tony Orr, City Attorney Steve Peiffle, and Julie Petersen.

**Also Known to be Present:** Kathy Vanney, Steve Maisch, and Holly Sloan-Buchanan.

Mayor Barb Tolbert 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 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**

**Amendment #1 to the RH2 Contract for the 520 Booster Pump Station Install Project**  
Public Works Director Jim Kelly reviewed the Amendment.

In 2021 the city entered into a contract with RH2 for Hydraulic Analysis and preparation of a DOH. Engineering Report for a proposed booster pump station at the 520 Reservoir site (520 Booster Pump Station) and a new potable water reservoir serving the 640-pressure zone. The Engineering Report was approved by DOH and we are ready to begin designing the 520 Booster Pump Station project. Amendment 1 will include funds to cover the scope of work for the design phase. Discussion followed with Mr. Kelly answering Council questions.

## **Interlocal Agreement with Snohomish County for Solid Waste Services**

Public Works Director Jim Kelly reviewed the terms of the Interlocal Agreement for Snohomish County Solid Waste Services.

RCW 70A.205.010 establishes a comprehensive statewide program for solid waste handling, recovery, and/or recycling to prevent pollution and conserve the resources of this state. Local governments are assigned the primary responsibility for implementing this

program, local governments can partner with Counties on the preparation of a Solid Waste Management Plan and for planned consistent solid waste operations. The City of Arlington has previously partnered with Snohomish County to meet the state's solid waste requirement, the previous ILA with Snohomish County for Solid Waste Management was executed in 2008. The City has a very well-operating solid waste handling process (solid waste, recycling, and compostables) and it is recommended that we continue to partner with Snohomish County for Solid Waste Management.

### **Sole Source Resolution for Wastewater Treatment Plant Pump**

Public Works Director Jim Kelly reviewed the Wastewater Treatment Plant Pump Sole Source Resolution.

Based on engineering analysis and experience, the City of Arlington has elected to use Flygt Pumps and products in its wastewater system operations. Flygt Pumps and products are only sold and serviced by an authorized Flygt Products distribution and service facility. Whitney Equipment Company, Inc. in Woodinville, WA is the sole authorized Flygt Products distribution and service facility for Washington state. Staff is requesting Council authorize a sole source resolution for Whitney Equipment Company, Inc for procurement and servicing of Flygt Pumps and products. Discussion followed with Mr. Kelly answering Council questions.

### **Resolution Adopting Revised Financial Policies**

Finance Director Kristin Garcia reviewed the changes that staff are proposing to update the city's financial policies to keep in line with federal and state regulations and industry standards. Discussion followed with Ms. Garcia answering Council questions.

### **June 2023 Financial Report**

Finance Director Kristin Garcia reviewed the June 2023 Financial Report. Discussion followed with Ms. Garcia answering Council questions.

### **ADMINISTRATOR AND STAFF REPORTS**

City Administrator Paul Ellis reported that he attended the 211<sup>th</sup> Roundabout onsite meeting with the neighborhood and stakeholders that was held by Public Works and the SCJ consultant.

### **MAYOR'S REPORT**

Mayor Tolbert thanked City Attorney Steve Peiffle, City Administrator Paul Ellis, and Lieutenant Mike Gilbert for their support over the last few months in preparation for Saturday's events.

### **COMMENTS FROM COUNCILMEMBERS**

Councilmembers Debora Nelson, Jan Schuette, and Michele Blythe shared their appreciation for the City staff's leadership and professionalism during Saturday's event.

Councilmember Debora Nelson announced that she met with Finance Director Kristin Garcia to update the Lodging Tax Grant application. She suggested adding shade sails at the new Smokey Point Park. City Administrator Paul Ellis commented that the shade sails were included in the park plan.

Councilmember Michele Blythe shared she went on a ride-along with Police Officer Megan Kidd and acknowledged her professionalism in working with the community members.

**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 put the following items on the consent agenda:

1. Interlocal Agreement with Snohomish County for Solid Waste Services
2. Sole Source Resolution for Wastewater Treatment Plant Pump
3. Resolution Adopting Revised Financial Policies

**EXECUTIVE SESSION**

None.

**ADJOURNMENT**

With no further business to come before the Council, the meeting was adjourned at 6:35 p.m.

  
Barbara Tolbert, Mayor

