



Minutes of the Arlington City Council Workshop

Council Chambers
110 East 3rd Street
Monday, October 23, 2023

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

Council Members Absent: None.

Staff Present: Mayor Barb Tolbert, Paul Ellis, Kristin Garcia, Sheri Amundson, Jim Kelly, Kris Wallace, Marc Hayes, Marty Wray, Jonathan Ventura, Tony Orr, City Attorney Steve Peiffle, and Wendy Van Der Meersche.

Also Known to be Present: Kathy Vanney, Bob Nelson, Ken Dilbeck, and Greg Miller.

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 Marilyn Oertle seconded the motion, which passed with a unanimous vote.

INTRODUCTION OF SPECIAL GUESTS AND PRESENTATIONS

None.

WORKSHOP ITEMS – NO ACTION WAS TAKEN

2024 Proposed Tax Levy Scenarios

Finance Director Kristin Garcia reviewed proposed tax levy scenarios for 2024.

Staff has prepared additional 2024 tax levy scenarios based on feedback from the budget retreat held on October 6. The scenarios were based on the following priorities: hiring additional police and maintenance staff, issuing debt to complete the maintenance & operation facility, taking banked capacity only as needed or over a period of time and maintaining the two-month reserve while minimizing excess fund balance. Four scenarios are presented; status quo – taking the 1% plus new construction, taking 90% of the banked capacity, taking 25% of the banked capacity and taking 20% of the banked capacity. The potential impact to taxpayers is nearly 0% under the status quo scenario, an estimated 4.5% increase under scenario 1, 1.2% increase under scenario 2 and less than 1% under scenario 3. Discussion followed with Ms. Garcia answering Council questions. After discussion, Ms. Garcia will prepare a resolution with Scenario #1.

Amendment to Contract with Airside Solutions, Inc.

Airport Operations Manager Marty Wray reviewed an amendment to the contract with Air Side Solutions, Inc.

Airport Staff went before City Council in September for approval of a sole source professional services agreement with Airside Solutions, Inc. to provide airport construction, procurement of materials, inventory of parts, and to train city staff in airfield lighting safety in the amount not to exceed \$8,000 annually. The contract not to exceed amount must include not only these services, but also the cost of materials. This contract will be for an “as used” basis. It is not anticipated that this contract will exceed more than \$50,000 annually. Discussion followed with Mr. Wray answering Council questions.

Contract with Process Solutions

Public Works Director Jim Kelly reviewed staff’s request to enter into a professional services contract with Process Solutions for engineering services to upgrade the System Platform Supervisory Control and Data Acquisition (SCADA) system.

The Water Treatment Plant and Water Reclamation Facility both use Wonderware SCADA program to control and operate the facilities’ processes. The SCADA system includes programming and system monitoring to control the many integrated functions at each facility. The Wonderware program was replaced in 2019 with System Platform and it is now no longer supported by the program provider. The System Platform program will provide greater system reliability and IT security.

The City has been working with Process Solutions for SCADA support for the past three years. Process Solutions is on the MRSC Consultant Roster, is a very good firm and they understand the City’s current SCADA system and what is needed to update and improve the existing system. Staff is recommending the City enter into a professional services agreement with Process Solutions. Discussion followed with Mr. Kelly answering Council questions.

Contract with SCJ for 211th Design

Public Works Director Jim Kelly reviewed staff’s request to amend the existing contract with SCJ Alliance for design of the 211th Place Corridor Restoration project.

The City of Arlington contracted with SCJ Alliance in April 2023 for design of the 211th Place Corridor. This is a grant funded project that will be upgrading 211th Place between 67th Avenue and SR 530. This amendment includes improvements to the 211th Water Main, additional geotechnical work, and preparation of an Archeological Discovery Plan needed for archeological items found at the project site. Discussion followed with Mr. Kelly answering Council questions.

September Financial Report

Finance Director Kristin Garcia reviewed the September 2023 financial report. Discussion followed with Ms. Garcia answering Council questions.

Request to Transfer American Rescue Plan Act (ARPA) Funds

Community and Economic Development Director Marc Hayes reviewed staff's request to transfer ARPA funds from the Food Truck Court project to the Smokey Point Community Park project. Discussion followed with Mr. Hayes answering Council questions.

ADMINISTRATOR AND STAFF REPORTS

None.

MAYOR'S REPORT

Snohomish County has partnered with the City to build pickleball courts at Haller Middle School.

Association of Washington Cities will be focusing on public safety sales tax on their legislative agenda.

COMMENTS FROM COUNCILMEMBERS

Councilmember Heather Logan thanked IT Specialist Tony Orr for assisting with her laptop so quickly.

Councilmember Yvonne Gallardo-Van Ornam thanked Finance Director Kristin Garcia for assisting her with information regarding the tax levy.

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 items 2, 3, and 4 on the consent agenda for the November 6 Council meeting.

EXECUTIVE SESSION

ADJOURNMENT

With no further business to come before the Council, the meeting was adjourned at 7:20 p.m.


Barbara Tolbert, Mayor

