



Minutes of the Arlington City Council Zoom Workshop

Monday, October 25, 2021

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

Council Members Absent: Debora Nelson, excused.

Staff Present: Mayor Barb Tolbert, Paul Ellis, Kristin Garcia, Marc Hayes, Tony Orr, City Attorney Steve Peiffle, and Wendy Van Der Meersche.

Also Known to be Present: 30 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 Marilyn Oertle seconded the motion, which passed with a unanimous vote.

INTRODUCTION OF SPECIAL GUESTS AND PRESENTATIONS

None.

WORKSHOP ITEMS – NO ACTION WAS TAKEN

Station 48 Change Order No. 4

City Administrator Paul Ellis reviewed Change Order No. 4 for Station 48.

Change Order No. 4 addresses unforeseen items that were encountered during construction, as highlighted on the Change Order Proposal log. The total of all changes in Change Order No. 4 is \$17,422.23. These funds will be taken from the project contingency at 10% of the construction cost. The total of all Change Orders for this project is \$206,471.54. The contingency budget of 10% is \$369,000. This is the final change order for the project.

The City of Arlington began construction of Fire Station 48 in September of 2020, and it is now completed. Discussion followed with Mr. Ellis answering Council questions.

Resolution Amending the Customer Support Program

Finance Director Kristin Director reviewed a resolution amending the utility customer support program and authorizing a utility credit program.

On July 2, 2021, the Governor issued Proclamation 20-23.6 extending the prohibition of residential disconnects and late fees until September 30, 2021.

That proclamation has now expired, so disconnects may now be applied to delinquent accounts within parameters of state law. RCW 35.21.290 has been amended to allow for liens and disconnects to be applied to accounts that are more than four months past due (within certain specified timeframes). Based on suggested guidance from the State, and amended RCW 35.21.290, staff is proposing a long term repayment plan of 12 months to assist customers facing financial hardship because of COVID-19 impacts. Additionally, to further assist customers with economic recovery, staff is requesting authorization of a utility credit program which will be implemented in two phases. Phase 1 will address those accounts that are currently delinquent. Phase 2 will address all other accounts that may also be facing financial hardship resulting from the pandemic. Discussion followed with Ms. Garcia answering Council questions.

Review of 2022 Budget Modifications

Finance Director Kristin Garcia reviewed the 2022 Budget Modifications.

Ms. Garcia reviewed a worksheet detailing the proposed 2022 budget modifications. The total amount of proposed modifications is a net increase to the city's budget of \$6,652,111. The general fund will reduce by (\$1,827,508) and all other funds combined will increase by \$8,479,619. The modifications fall into three major categories, capital projects (primarily transportation), transfers to reserves or transfer between funds and a budget reduction for both the general fund and EMS fund due to the RFA annexation of the Fire/EMS departments. A final review of the 2021 amendments and 2022 modifications will be presented to council in November, with a public hearing and final action on the budget ordinance taking place December 6. Discussion followed with Ms. Garcia answering Council questions.

Resolution for Proposed 2022 Regular Property Tax Levy

Finance Director Kristin Garcia reviewed the proposed 2022 regular property tax levy.

The levy resolution and levy certification are the formal documents used to set the city's levy each year. The state requires the levy resolution only reflect the dollar and percentage increase of the levy amount from the previous year. If the city is reducing the levy or taking no increase from last year, the resolution must only show that it is a zero dollar and zero percent increase. The levy certification is the document that shows what amount of levy the city is requesting to be collected. As part of the RFA annexation process, the Council suggested that the levy rate for 2022 be set at \$.75 to mitigate any potential tax increases resulting from the RFA annexation. The city cannot set a levy rate but can request a levy amount at a level to achieve a targeted levy rate. The levy rate is determined based on a variety of factors including the final certified assessed valuation and the levy amount requested. The preliminary assessed valuation to be used for 2022 taxes is \$3,672,174,251. Setting a levy amount of \$2,750,000 is expected to result in a levy rate of approximately \$.75. Calculated as follows; $(\$2,750,000 / \$3,672,174,251) * 1000 = \0.7489 . A public hearing on the property levy for 2022 will be presented on November 1, 2021, and Council will be asked to take action on the levy resolution immediately following the public hearing. Discussion followed with Ms. Garcia answering Council questions.

September Financial Report

Finance Director Kristin Garcia reviewed the financial report for September 2021. Discussion followed with Ms. Garcia answering Council questions.

September Community and Economic Development (CED) Monthly Report

Community and Economic Development Director Marc Hayes reviewed the CED report for September 2021. Discussion followed with Mr. Hayes answering Council questions.

ADMINISTRATOR AND STAFF REPORTS

None.

MAYOR'S REPORT

Mayor Tolbert provided an overview of discussion items at the upcoming Snohomish County Tomorrow meeting.

COMMENTS FROM COUNCILMEMBERS

Council Member Don Vanney inquired about vehicle parking at Affinity at Arlington senior housing, in Smokey Point. Discussion followed.

Council Member Hopson stated his support of affordable housing, and mentioned that this subject was discussed at last week's Council meeting. Discussion followed, with Council Members Schuette, Vanney, Blythe, Oertle, and Logan stating they are not opposed to affordable housing.

COUNCILMEMBER REPORTS

Councilmember Jan Schuette provided a review of discussion items at the Community Transit upcoming board meeting. Council Members Vanney, Oertle, Logan, Hopson, and Blythe had nothing to report this evening.

PUBLIC COMMENT

None.

REVIEW OF CONSENT AGENDA ITEMS FOR NEXT MEETING

Council Members discussed and agreed to put all of the agenda items on New Business for the November 1, 2021 Council meeting.

EXECUTIVE SESSION

None.

ADJOURNMENT

With no further business to come before the Council, the meeting was adjourned at 7:45 p.m.


Barbara Tolbert, Mayor

