

DRAFT



Minutes of the Arlington City Council Meeting

Council Chambers
110 East 3rd Street
Monday, December 18, 2023

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

Council Members Absent: None.

Staff Present: Mayor Barb Tolbert, Paul Ellis, Shawn Friang, Kristin Garcia, Jim Kelly, Kris Wallace, Jonathan Ventura, City Attorney Steve Peiffle, Tony Orr, and Wendy Van Der Meersche.

Also Known to be Present: Kathy Vanney, Nathan Senff, Julie Good, Kim Casteel, Holly Sloan-Buchanan, Steve Maisch, Sid Logan, Jay Lindberg.

Mayor Barb Tolbert called the meeting to order at 6:00 p.m., 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

Mayor Pro Tem Jan Schuette read a statement of thanks to Mayor Tolbert at her last Council meeting, from Council and Staff for her 12 years of service to the community of Arlington as Mayor.

PROCLAMATIONS

None.

PUBLIC COMMENT

Jay Lindberg, Arlington, provided public comment.

CONSENT AGENDA

Mayor Pro Tem Jan Schuette moved, and Councilmember Marilyn Oertle seconded the motion to approve the Consent Agenda that was unanimously carried:

1. Minutes of the December 4 and December 11, 2023 Council meetings
2. Accounts Payable: Approval of EFT Payments and Claims Checks: #109557 through #109656 dated November 21, 2023 through December 4, 2023 for a total of \$838,570.22; Approval of Payroll EFT Payments and Checks #30320 through #30326 dated November 1, 2023 through November 30, 2023 in the amount of \$1,396,970.23.

PUBLIC HEARING

Ordinance Amending the 2023 Budget and Modifying the 2024 Budget

Finance Director Kristin Garcia requested City Council approve the ordinance amending the 2023 Budget and Modifying the 2024 Budget. With the use of a PowerPoint presentation, Ms. Garcia provided an overview.

The public hearing was opened at 6:10 p.m.

With no one wishing to provide public comments, the public hearing portion was closed at 6:10 p.m., and Council questions were opened. Councilmembers provided no comments.

The public hearing was closed at 6:10 p.m.

Mayor Pro Tem Jan Schuette moved, and Councilmember Marilyn Oertle seconded the motion to approve the ordinance amending the budget section of the 2023/2024 biennial budget for the City of Arlington and authorized the Mayor to sign the ordinance. The motion passed unanimously.

NEW BUSINESS

Request for Approval of Council Vacancy Timeline

City Administrator Paul Ellis requested City Council approve a timeline outlining the process for appointing a Councilmember to fill Don Vanney's position on Council.

Mayor Pro Tem Jan Schuette moved, and Councilmember Debora Nelson seconded the motion to approve the Council vacancy timeline as presented and authorize staff to proceed. The motion passed unanimously.

Interlocal Agreements with Snohomish County and Arlington School District No. 16 for Pickleball Courts

City Administrator Paul Ellis requested City Council approve interlocal agreements with Snohomish County and Arlington School District No. 16 for Pickleball Courts.

Councilmember Marilyn Oertle moved, and Councilmember Yvonne Gallardo-Van Ornam seconded the motion to approve the interlocal agreement with Snohomish County and the interlocal agreement with Arlington Public Schools for future pickleball courts and authorized the Mayor to sign the agreements, subject to final review by the City Attorney. The motion passed unanimously.

Interlocal Agreement with Snohomish County for Funding Jensen Park Restroom Project

City Administrator Paul Ellis requested City Council approve an interlocal agreement with Snohomish County for Jensen Park Restroom Funding.

Councilmember Debora Nelson moved, and Councilmember Heather Logan seconded the motion to approve the interlocal agreement with Snohomish County for funding for Jensen Park restrooms and authorize the Mayor to sign the agreement. The motion passed unanimously.

Permit Fee Waiver Request for Jensen Park Restroom Project

City Administrator Paul Ellis requested Council approve a permit fee waiver for the Jensen Park restroom project.

Councilmember Debora Nelson moved, and Councilmember Heather Logan seconded the motion to approve the interlocal agreement with Snohomish County for funding for Jensen Park restrooms and authorize the Mayor to sign the agreement. The motion passed unanimously.

Memorandum of Understanding (MOU) with Rotary Club of Arlington for Jensen Park Bicycle Pump Track

City Administrator Paul Ellis requested City Council approve a Memorandum of Understanding with Arlington Rotary for Design and Construction of Bike Pump Track at Jensen Park.

Councilmember Debora Nelson moved, and Councilmember Heather Logan seconded the motion to approve the MOU and a lease agreement with Arlington Rotary for construction of a bike pump track and authorize the Mayor to sign, subject to final review by the City Attorney. The motion passed unanimously.

Process Solutions Contract for Engineering Services and SCADA Support

Public Works Director Jim Kelly requested City Council approve the Process Solutions contract for engineering services and SCADA support.

Councilmember Heather Logan moved, and Councilmember Debora Nelson seconded the motion to approve the professional services agreement with Process Solutions for the SCADA System support and authorize the Mayor to sign the agreement, subject to final review by the City Attorney. The motion passed unanimously.

Parametrix Contract for 2024-2025 Utility and Pavement Preservation Project Design

Public Works Director Jim Kelly requested City Council approve a contract with Parametrix for design services for the 2024 Utility & Pavement Preservation Program.

Mayor Tolbert requested that “not to exceed \$198,645” be added to the motion. Councilmember Yvonne Gallardo-Van Ornam moved, and Councilmember Don Vanney seconded the motion to accept the Parametrix proposal for design of the water main replacement and pavement preservation work planned for 2024 and authorize the Mayor to sign a professional services agreement, not to exceed \$198,645, subject to final review by the City Attorney. The motion passed unanimously.

Stormwater Capacity Grant Agreement for Fiscal Years 2023-2025

Public Works Director Jim Kelly requested City Council approve the Stormwater Capacity Grant Agreement for Fiscal Years 2023-2025.

Councilmember Yvonne Gallardo-Van Ornam moved, and Councilmember Debora Nelson seconded the motion to accept the Municipal Stormwater Capacity Grant in the amount of \$130,000 and authorize the Mayor to sign the agreement. The motion passed unanimously.

Contract with BHC for Water Treatment Plant Design

Public Works Director Jim Kelly requested City Council approve the Scope of Work (SOW) and Fee Estimate from BHC for design services for the Water Treatment Plant (WTP) Expansion Design – Phase 2 (30%-100%).

Councilmember Heather Logan moved, and Councilmember Don Vanney seconded the motion to approve the BHC scope of work and fee for the Water Treatment Plant Expansion Design and authorize the Mayor to sign a professional services agreement, subject to final review by the City Attorney. The motion passed unanimously.

Permit Fee Waiver Request for Installation of Police Cameras

Police Chief Jonathan Ventura requested City Council approve a permit fee waiver request for the installation of city police cameras.

Councilmember Don Vanney moved, and Councilmember Heather Logan seconded the motion to approve waiving of permitting fees for the installation of Flock traffic cameras for the City of Arlington. The motion passed unanimously.

Resolution to Waive Bidding Requirements for Traffic Cameras and Subscriptions

Police Chief Jonathan Ventura requested City Council approve a resolution to waive bidding requirements for traffic cameras and subscriptions.

Councilmember Don Vanney moved, and Councilmember Debora Nelson seconded the motion to approve the resolution waiving competitive bidding requirements and authorize the Mayor to sign a contract with Flock Group Inc., subject to final review by the City Attorney. The motion passed unanimously.

COMMENTS FROM COUNCILMEMBERS

Councilmembers Debora Nelson, Yvonne Gallardo-Van Ornam, and Don Vanney thanked Mayor Tolbert for her service. Councilmember Van Ornam asked for any interest in supporting Arlington Public Schools. Mayor Tolbert directed her to work with staff.

ADMINISTRATOR & STAFF REPORTS

City Administrator Paul Ellis stated it was the last Council meeting of the year, and Council will reconvene January 2, 2024. Mr. Ellis thanked Mayor Tolbert for her service.

MAYOR'S REPORT

Mayor Tolbert provided closing comments as outgoing Mayor.

EXECUTIVE SESSION

None.

ADJOURNMENT

With no further business to come before the Council, the meeting was adjourned at 6:38 p.m.

Don E. Vanney, Mayor