

**CITY COUNCIL
MEETING MINUTES
SEPTEMBER 21, 2022
7:00 PM**

1. CALL TO ORDER (Via In-Person & Zoom)

Mayor Hartman called the City Council Meeting to order at 7:00 PM.

2. FLAG SALUTE

Mayor Hartman led the Council, Staff and Audience in the Pledge of Allegiance to the Flag.

3. ROLL CALL

City Council

Mayor Matthew Hartman	Present
Steven Glenn	Present
Tom FitzGerald	Present
Erin Hogan	Present
David Griggs	Present

City Staff

Deputy City Clerk Becky Aiken
City Manager Brent Kirk
Community Dev. Director Eric Jensen

Consultants

Thom Graafstra – Thompson, Guildner & Assoc.
Police Chief Tom Dalton – S.C.S.O.

4. CONSENT AGENDA

- A. AB 112-2022 Approval of September 21, 2022 claims checks #412763 through #412789 and One EFT totaling \$99,053.44
- B. AB 113-2022 Approval of August 16, 2022 through August 31, 2022 payroll claims check #27455 through #27460 and Nineteen EFT's totaling \$106,642.47

Councilmember Hogan moved to approve the Consent Agenda. Councilmember Glenn seconded. Motion carried.

5. STAFF REPORTS

Police Chief Dalton gave an update on the following:

- Participated in fire drill/evacuation drill with School District
- Addressing security issues with the schools
- Calls for service with the schools
- Traffic stops

- Crime trends down

City Manager Kirk gave the following Public Works updates:

- Working on leak detection this week
- Council visit to Wastewater Treatment Plant on Saturday – Lyle will be working
- Plans for the WWTP upgrade
- Utility rate increase = sewer rate
 - FCS Group Studies
 - Will draft a newsletter for citizens to know in advance of rate increase
- Prepping for Railroad Days within the next couple of weeks

6. PUBLIC COMMENTS/RECOGNITION OF VISITORS-NON-ACTION ITEMS

There were no public comments submitted for the record. No one online opted to speak during this portion of the meeting.

7. NEW BUSINESS

A. AB 114-2022 Introduction – Working Families Tax Credit Perla Gamboa, Outreach and Community Partnerships Manager Washington

Aminta Spencer with the Department of Revenue, spoke about the brand-new Working Families Tax Credit. Discussion highlights included:

- Starts on February 1, 2023
- Credit Qualification
- How to apply
- Website
- Updates
- Media and Marketing Campaign
- Partnering with Communities and Nonprofit Organizations
- Currently Forming an Advisory Committee
- State of Washington Division (Liaisons)
- General Email Address
- Language Lines

B. AB 115-2022 Discussion of Short- and Long-Term Planning Goals

City Manager Kirk and Community Development Director Jensen reviewed the list of short- and long-term Planning goals.

- Permitting software
- Municipal Code (referencing roles and responsibilities)
- Update permit numbering system – have a certain acronym relating to the type of permit
- Provide a new land use matrix table (table that list zones and land uses allowed/not allowed/conditional within the zone)
- Updating the Sewer Moratorium on October 5th (Wastewater Treatment Plant trying to keep up) potential of adding commercial, ADU's, basically everything to the moratorium
- Look at adding design standards
- Sign code – update per two recent court cases
- Updating landscaping standards
 - Architectural design review board reference
- Wet weather season controls/clarity
- Formalize administrative functions
 - Application processes
 - Interpretation process
- Building or Land Use Application Tip sheets available online on how to apply
- Planning Commission recognizes 6 seats but there are 5 – clear up
- Notice of completeness for submittals
- Process in place that recognizes timeline for review
- Approved list of critical areas consultants proposed for the City
- Summary of the Comprehensive Plan Periodic Update
- Update the Six Year Capital Facilities Capital Improvement Plan
- Considering using University Planning Students (Western Washington or University of Washington) for special project work, analysis, data gathering
- Growth Management Act (Every 10 years)
 - Update the Land Use Code
 - Update the Comprehensive Plan
 - Update the Critical Areas Ordinance
 - Legislation has provided monies “Implementation Funds” for any post Comprehensive Plan adoption (Parks Recreation Open Space Plan “PROS Plan” or a full Economic Development Analysis with Central Business District) = 10 million dollars set aside for this
- Form Based design for zoning vs. Traditional Zoning
- Economic Development Study = looking at economic drivers for the City
- Department of Natural Resources (DNR) grant to do a tree inventory, canopy assessment for the public trees (not private trees)
 - Get money to develop an Urban Forestry Plan (protect trees in the park, street, public facilities, etc.)
 - Put back together a Parks Committee to look at these items?
 - Go after parks development monies?
- Seek grants for planning, capital infrastructure, and parks capital improvements

- Need for growth within the Community Planning Department
 - Bring in another Planner
 - Bring in an intern
 - Utilize consultants
 - The post-moratorium workload is going to end up being significant once the moratorium is lifted and all of the Comprehensive Plan work is completed.
- Look at rolling in the Public Works, utilities, capital facilities by reference into the Comprehensive Plan

8. CURRENT BUSINESS

There were no Current Business items for the Agenda.

9. MAYOR'S COMMENTS

Mayor Hartman commented on the following items:

- He will be gone the entire month of October
- Railroad Days is 10 days away
 - More vendors than ever before
 - Less parade applicants
 - Catherine Anderson = amazing job pulling this event together – thank her!
 - 9AM on Saturday – Meeting at City Hall for Council retreat
 - News = Seattle Public Schools have settled their strike

10. COUNCIL COMMENTS

Councilmember Glenn mentioned he is looking forward to Railroad Days. He is grateful for the local law enforcement and first responders being here. Plan for growth in all of the other areas and departments.

Councilmember Hogan had no comments.

Councilmember Griggs reminded everyone he is on an Executive Board for Snohomish County = Veterans Assistance Fund Executive Board (volunteers) – highlights over the last couple of months include:

- Expended a total of \$41,300.00 from July to August for housing programs
- \$88,900.00 spent on rapid rehousing – provided to 5 unduplicated households
- \$21,800.00 spent on prevention – provided to 11 unduplicated households
- Allocated \$7,000.00 for low barrier shelter (originated from ending homelessness program dollars)

- Allocated \$3,500.00 for severe cost burdened seniors with use of Veteran’s Assistance Funds
- Outreach activities in July & August:
 - Staff attended two separate meetings – Hero’s Café in Lynnwood = monthly meeting of county veterans with the intent of providing service
 - Snohomish County Veterans Services Department is supporting two veterans stand down events on September 15, 2022 and September 29, 2022 (co-ed)
 - This event provides services and medical, dental, haircuts, access to services to homeless veterans
- Veterans Assistance Actions total of 1,616 assistance actions conducted from July to August. Of these, 268 were conducted in person, 1200 were conducted over the telephone, 22 were claims, additional contact was made with 37 incarcerated veterans with the intent of assisting upon release. 12 veterans were screened for employment support services to the homeless veteran’s integration program.
- Most common VA related actions were dependency, compensation applications, and unemployability due to PTSD and COVID 19 claims.
- They have re-started the dental van services (goes around the county).
- Veterans Reintegration Program is a partnership of the homeless veteran’s reintegration program which emphasizes training and services for veterans’ populations that are homeless or at risk of becoming homeless.

Councilmember FitzGerald discussed the following items:

- Will be at Railroad Days. He will be a volunteer helping Catherine out (on call).
- School Board meeting tonight
 - Field turf representative from Target Sports was there
 - Will be placing a new turf field on top of the old field as additional padding instead of removing the old one.


11. CITY MANAGER

City Manager Kirk had the following comments:


- Attended the School Board meeting and spoke about getting active in the service clubs and Chamber of Commerce
- Railroad Days volunteers
- Snohomish County Cities Dinner is integrated with Cities on Tap on September 29th, asked Council to contact him or Darla in order to get signed up to attend.
- City Council Tour – meet at City Hall at 9AM. His intent is to drive the Council around town and show them all of the properties the City has acquired over the last decade. Plan on returning to the City at noon where we can have lunch if Council choses, and have a quick discussion.

ADJOURNMENT

Mayor Hartman adjourned the meeting.



City Clerk Darla Reese, MMC



Mayor Matthew Hartman