



**CITY COUNCIL MEETING**

**FEBRUARY 7, 2024**

**7:00 PM**

**AGENDA**

1. **CALL TO ORDER**
2. **FLAG SALUTE**
3. **ROLL CALL**
4. **CONSENT AGENDA**
  - A. **AB 016-2024 Approval of January 17, 2024 Minutes**
  - B. **AB 017-2024 Approval of February 7, 2024 claims check #414017 through 414070 totaling \$172,025.00**
  - C. **AB 018-2024 Approval of January 1, 2024 through January 15, 2024 payroll claims consisting of Nineteen EFT's totaling \$77,765.28**
5. **STAFF REPORTS**
6. **PUBLIC COMMENTS/RECOGNITION OF VISITORS-NON ACTION ITEMS**  
(Speakers must sign up prior to the meeting. Individual comments will be limited to three minutes. Group comments shall be limited to five minutes.)
7. **NEW BUSINESS**
8. **CURRENT BUSINESS**
9. **MAYOR'S COMMENTS (5 minutes)**
10. **COUNCIL COMMENTS (15 minutes)**
11. **CITY MANAGER (5 minutes)**
12. **ADJOURNMENT**

**The City of Granite Falls strives to provide access and services to all members of the public.**

**Notice - All proceedings of this meeting are sound recorded  
Except Executive Sessions.**



## CITY COUNCIL AGENDA BILL

**Subject:**  
AB 016-2024 Approval of January 17, 2024 Minutes

**Meeting Date:** Wednesday, February 7, 2024  
**Date Submitted:** January 17, 2024

**Originating Department:** City Clerk

**Action Required:**  
Approval of Consent Agenda

**Clearances:**  
 Mayor  Police  
 Public Works  Attorney

**Exhibits:**  
[01/17/2024 Minutes](#)

Engineering  Planning  
 Other: \_\_\_\_\_

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**Budgeted Amount:**

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**Summary Statement:**

The city council minutes are the official action taken and direction given at the meetings of the city council. Any councilmember may remove items from the consent agenda for discussion and the items would be voted on separately from the other consent agenda items.

**Background:**

**Recommended Motion:**

- 1) Motion to approve the minutes as shown. This can be accomplished as part of the motion to approve the consent agenda.
- 2) Motion to amend the [state date] minutes and approve the minutes as amended.



**CITY COUNCIL  
MEETING MINUTES  
JANUARY 17, 2024  
7:00 PM**

**1. CALL TO ORDER**

**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
David Griggs	Present
Bruce Straughn	Present

City Staff

City Clerk Darla Reese
City Manager Brent Kirk
Deputy City Manager Jeff Balentine
Community Dev. Director Eric Jensen

Consultants

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

**4. CONSENT AGENDA**

- A. AB 010-2024 Approval of December 20, 2023 Minutes**
- B. AB 011-2024 Approval of January 3, 2024 Minutes**
- C. AB 012-2024 Approval of January 10, 2024 Minutes**
- D. AB 013-2024 Approval of January 20, 2024 claims checks #413964 through #414014 and Two EFT's totaling \$1,018,775.75**
- E. AB 014-2023 Approval of December 16, 2023 through December 31, 2023 payroll claims checks #27546 through #27550 and Twenty-Six EFT's totaling \$127,797.36**

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

**5. STAFF REPORTS**

**Consultant Chief Dalton** discussed the following items:

- Year end 2023

- Flock Safety Quote

**Deputy City Manager Balentine** updated the Council on the following items:

- Wastewater Treatment Plant project updates
- Galena Street Extension project
- Passports

**Community Dev. Director Jensen** mentioned his memorandum included in tonight's packet and discussed Mayor Hartman's requests which lead to ADU information passed out to the Council tonight.

**City Manager Kirk** gave the Public Works update and discussed the following items:

- Accident claim check received
- New backhoe being used at the Wastewater Treatment Plant
- New flagpole installed at round-a-bout
- New section of Christmas tree ordered (2 feet)
- Meter reading completed for month
- DOC crew
- Snow plowing today
- Wastewater Treatment Plant

**Deputy City Manager Balentine** also discussed the following items:

- Old City Hall (School District possibly going to lease building)

## 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 015-2024 Public Hearing – 7:10 PM, or soon thereafter for consideration of Title 19 Granite Falls Municipal Code (GFMC) code amendments

**Councilmember Glenn** moved to open the Public Hearing. Councilmember Griggs seconded. Motion carried.

**City Clerk Reese** entered the following exhibits into the record:

Exhibit 1 – Public Hearing Notice dated January 6, 2024

Exhibit 2 – Verification of Public Hearing Posting dated January 5, 2024

Exhibit 3 – Staff Report dated January 11, 2024, Community Development Memorandum

**Community Dev. Director Jensen** presented a Title 19 Update via PowerPoint and discussed the following slides:

- Purpose of Code Update
- GFMC 19.01 General Provisions
- GFMC 19.02 Definitions Update
- GFMC 19.06 Development Standards

**Mayor Hartman** opened the public testimony portion of the Public Hearing.

There were no public comments submitted for the hearing record, and no one online opted to speak.

**Mayor Hartman** closed the public testimony portion of the Public Hearing.

**Councilmember Glenn** moved to close the Public Hearing. Councilmember Griggs seconded. Motion carried.

**Councilmember Glenn** moved to accept the proposed code amendments, following successful Commerce review of all Title 19 proposed amendments, take action to approve Ordinance which will be brought before Council following the Commerce review. Councilmember FitzGerald seconded. Motion carried.

## 8. CURRENT BUSINESS

There were no Current Business items for the Agenda.

## 9. MAYOR'S COMMENTS

**Mayor Hartman** mentioned the new Snohomish County PUD (2023 Integrated Resource Plan IRP) is available to review. He also shared what happened at a high school basketball game with a special boy and how the opposing team showed him love, compassion and sportsmanship.

## 10. COUNCIL COMMENTS

**Councilmember FitzGerald** gave more insight on the special boy and making more points in the game.

**Councilmember Glenn** discussed the following items:

- Please be careful
- Fire system broke in daughter's class (teacher lost his personal collection of books)

- Black ice – hard to stop, kids were falling

**Councilmember Griggs** gave a shout out to Chief Dalton for the ride-along they did last weekend.

**Councilmember Straughn** had no comments.

## 11. CITY MANAGER

**City Manager Kirk** discussed the following items:

- City Action Days
- Legislative standpoint = not much going on this year
- Boys & Girls Club Ask (Teen Center and alley improvements)
- Cameron Bailey Contract (1 month)
- Chamber email about placing banners in round-a-bouts
- PUD EV breakfast (charging stations/fleet vehicles)
- Snohomish County Cities Dinner tomorrow night (attending with Mayor Hartman)

## 13. ADJOURNMENT

**Mayor Hartman** adjourned the meeting.

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City Clerk Darla Reese, MMC

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Mayor Matthew Hartman



## CITY COUNCIL AGENDA BILL

**Subject:**

AB 017-2024 Approval of February 7, 2024 claims check #414017 through 414070 totaling \$172,025.00

**Meeting Date:** Wednesday, February 7, 2024

**Date Submitted:** February 2, 2024

**Originating Department:** City Treasurer

**Action Required:**

Approval of consent agenda

**Clearances:**

Mayor

Police

Public Works

Attorney

**Exhibits:**

Engineering

Planning

Other: City Manager & Deputy City Manager

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**Budgeted Amount:**

001 Current Expense = \$35,084.44

101 Streets = \$9,880.28

303 Cif/Streets = \$2,896.82

401 Water = \$4,554.59

403 Sewer = \$34,715.49

404 Cif/Sewer = \$81,289.60

405 Storm Drainage = \$2,442.24

630 Trust Agency = \$1,161.54

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**Summary Statement:**

Claims are for January 18, 2024 through February 7, 2024.

**Background:**

**Recommended Motion:**

- 1) Motion to accept the claims as presented. This can be accomplished as part of the motion to approve the consent agenda.
- 2) Motion to amend the claims [state change] and approve the claims as amended.





## CITY COUNCIL AGENDA BILL

**Subject:**

AB 018-2024 Approval of January 1, 2024 through January 15, 2024 payroll claims consisting of Nineteen EFT's totaling \$77,765.28

**Meeting Date:** Wednesday, February 7, 2024

**Date Submitted:** January 16, 2024

**Originating Department:** City Treasurer

**Action Required:**

Approval of consent agenda

**Clearances:**

Mayor

Police

Public Works

Attorney

**Exhibits:**

Engineering

Planning

Other: City Manager & Deputy City Manager

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**Budgeted Amount:**

001 Current Expense = \$27,704.37

101 Streets = \$6,096.67

401 Water = \$15,480.72

403 Sewer = \$24,697.48

405 Storm Drainage = \$3,786.04

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**Summary Statement:**

Payroll claims are for January 1, 2024 through January 15, 2024.

**Background:**

**Recommended Motion:**

1) Motion to accept the payroll claims as presented. This can be accomplished as part of the motion to approve the consent agenda.

2) Motion to amend the payroll [state change] and approve the payroll as amended.



Agenda Bill # \_\_\_\_\_

## CITY COUNCIL AGENDA BILL

**Subject:**  
CD Staff Report

**Meeting Date:** Wednesday, February 7, 2024  
**Date Submitted:**

**Originating Department:** City Clerk

**Action Required:**

**Clearances:**

Mayor

Police

Public Works

Attorney

**Exhibits:**  
[CD Staff Report](#)

Engineering

Planning

Other: \_\_\_\_\_

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**Budgeted Amount:**  
\$0

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**Summary Statement:**

**Background:**

**Recommended Motion:**



# Memo

To: City Council  
From: Eric Jensen, Community Development Director  
CC: City Manager Brent Kirk  
Date: February 1, 2024  
Re: **Community Development Report to City Council**

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Here is a summary of some recent activity in Community Development:

- Work continues on preparing draft chapter updates for all Comp Plan elements.
- At the next Planning Commission meeting I will be presenting the draft Housing Element chapter as well as discussing with the Commissioners the preferred community engagement approach for the mandated Racial Disparity Impact Assessment in support of the Housing Element.
- The Planning Commission did provide input into the staff proposed preliminary draft 6-year Capital Improvement Plan. This feedback will be incorporated into the draft plan and will be presented to the Council at a future meeting.
- The Planning Commission also heard the proposed Community Center layout and scope of facility features at their last meeting. I will be forwarding their feedback to the Council at a future meeting.
- The completed City staff review of the Miller Properties Comprehensive Plan Amendment and Zoning Map Amendment was forwarded to the proponents for revisions and resubmittal. A Public Hearing will be scheduled before the Planning Commission on March 7<sup>th</sup>.



Agenda Bill # N/A

## CITY COUNCIL AGENDA BILL

**Subject:**

Staff Reports

**Meeting Date:** Wednesday, February 7, 2024

**Date Submitted:** February 2, 2024

**Originating Department:** City Clerk

**Action Required:**

For your review and information

**Clearances:**

Mayor

Police

Public Works

Attorney

**Exhibits:**

[2/7/2024 Police Report](#)

[02/07/2024 City Clerk Report](#)

Engineering

Planning

Other: City Clerk

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**Budgeted Amount:**

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**Summary Statement:**

Attached, please find the city clerk & police chief's staff reports for your review and information.

**Background:**

**Recommended Motion:**



# CITY OF GRANITE FALLS IN PARTNERSHIP WITH SNOHOMISH COUNTY SHERIFF'S OFFICE



**Sheriff Susanna Johnson**

**City Manager Brent Kirk**

Councilmembers,

We had the opportunity to host the monthly Snohomish County Sheriff and Police Chiefs Association (SCSPCA) meeting at our city hall complex. We had the Granite Falls HS culinary arts students cater the breakfast meeting for us. We had several command people advise us that it was one of the best breakfast meetings they have ever attended. All in all, we had about 40 people in attendance.

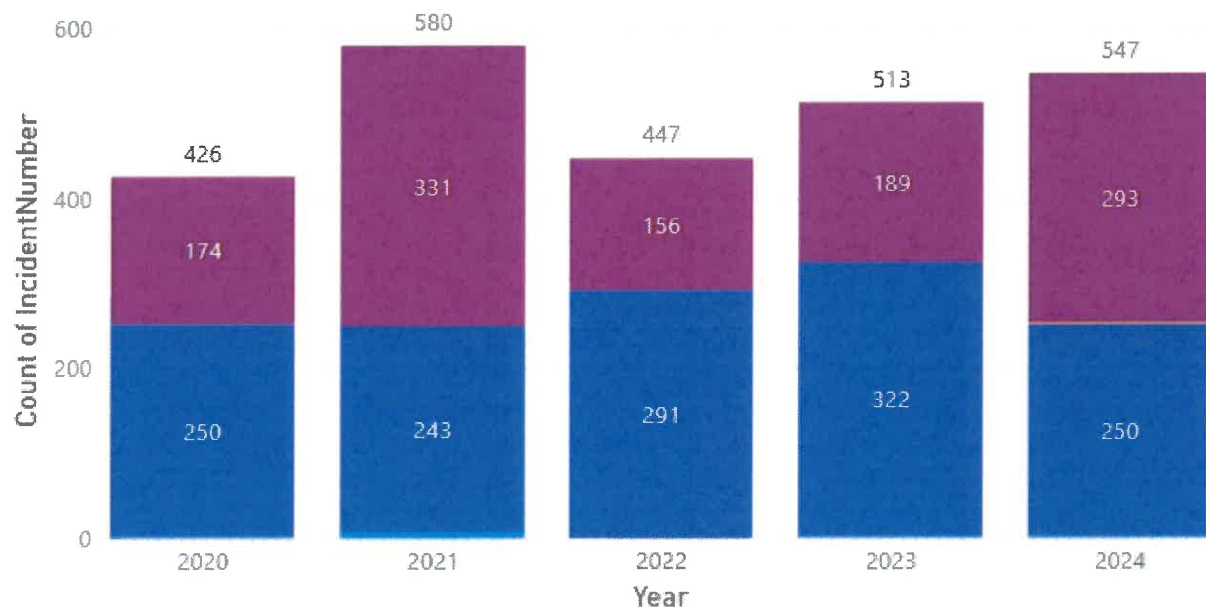
Mayor Hartman and City Manager Kirk attended and were able to listen to the presentation from Flock Safety concerning their system that is being utilized throughout the state by other law enforcement and city entities with license plate reading technology.

I greatly appreciate the support from city staff regarding this event and the DOC workers who set up the facility for us. It is so nice to have the support and I am proud to show off our city, the facilities we have and the people we employ! Thank you!

January was a busy month for Deputies in the region. We again saw a rise in calls for service (CFS) from previous years. With Deputy initiated CFS up considerably and 911 CFS down, which shows that we are out being more proactive. Collisions were down and traffic stops were up.

## Total Incidents

Call Origination ● (Blank) ● 911 call ● ASAP ● Officer-Initiated





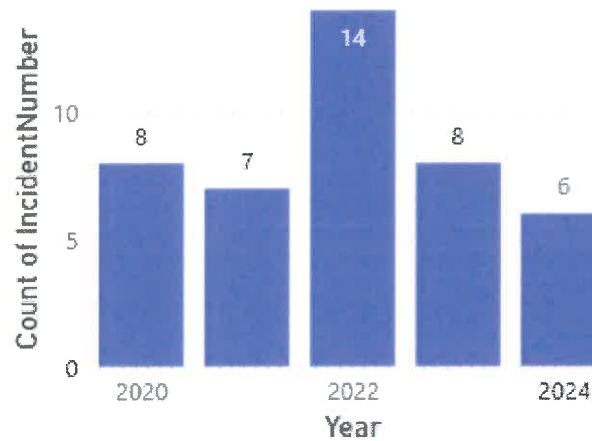
# CITY OF GRANITE FALLS IN PARTNERSHIP WITH SNOHOMISH COUNTY SHERIFF'S OFFICE



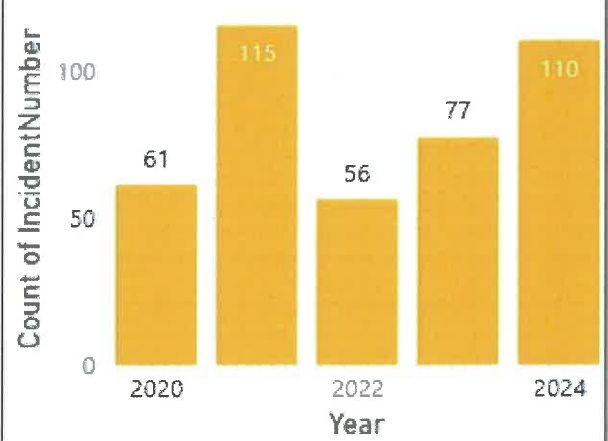
## Sheriff Susanna Johnson

## City Manager Brent Kirk

Incident... Collision



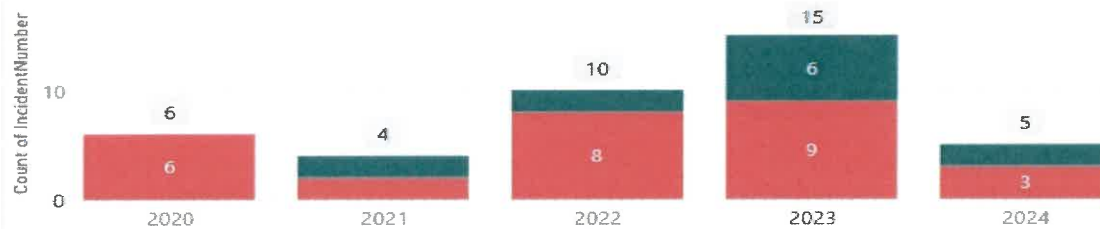
Incident... Traffic



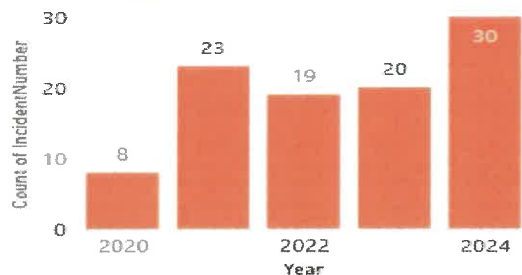
I have asked the Deputies to try and be more visible and spend more time out and about our community. We are seeing great gains at the schools with Deputy Nunemaker walking the schools and attending some classes with kids, as time allows. I have encouraged Deputy Sicilia to do the same but there are two different personalities between Deputy Sicilia and Deputy Nunemaker.

Our mental health type calls were way down for January and public assists were up. Suspicious calls were up, but keep in mind, the Deputies were out being more proactive, so suspicious type calls will rise due to their observations.

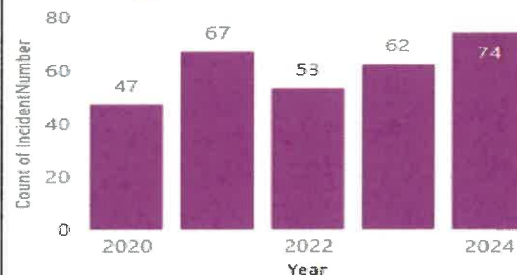
IncidentType BHC Suicide



Incident... Public Assist



Incident... Suspicious





**CITY OF GRANITE FALLS  
IN PARTNERSHIP WITH  
SNOHOMISH COUNTY SHERIFF'S OFFICE**



**Sheriff Susanna Johnson**

**City Manager Brent Kirk**

Overall, January was good for us. We received word that Deputy Thorne should return to work from an injury on February 20<sup>th</sup>. My scheduled surgery has been set for February 26<sup>th</sup>. From this, I will be out for about a month and then back to light duty after that.

I again want to thank city staff for making the SCSPCA breakfast meeting a success! We could not have hosted such a good event at a great facility without everyone's efforts.

Respectfully submitted,

*Tom Dalton #1508*

Chief Tom Dalton

# City Clerk Staff Report

## February 7, 2024

### **Business Licenses (inside City):**

*Mountain Mama Blanket Co. LLC*  
404 Raybird Ave.  
Granite Falls, WA 98252  
Quilting, baby accessories and services, artwork & handicraft

*Divinity Skin and Beauty LLC*  
101 E Stanley St.  
Granite Falls, WA 98252  
Esthetician

*Katelyn Taylor LLC*  
508 Manor Way  
Granite Falls, WA 98252  
Author

### **Business Licenses (outside City):**

*Countryside Transport Group LLC*  
3625-230<sup>th</sup> Dr. NE OFC  
Granite Falls, WA 98252  
Transportation, freight

*Marysville Tree Removal LLC*  
5208-61<sup>st</sup> Dr. NE  
Marysville, WA 98270  
Tree removal service

*AXIOM-Division 7, Inc.*  
1841 Front St. Ste. A  
Lynden, WA 98264  
Construction-roofing

*MEECE Construction LLC*  
5207-6<sup>th</sup> Ave. NW  
Tulalip, WA 98271-6514  
Excavating (land clearing, underground utilities), demolition (buildings and various structures), misc. services (remodels)

*Westcoast Tree Care, Inc.*  
250 S 5<sup>th</sup> St. Ste. 150  
Boise, ID 83702  
Residential tree care, prunin, trimming and removals

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*True Windows & Doors (True Windows and Doors LLC)*

1915 Park Ave.

Snohomish, WA 98290

Removal of old windows, doors and glass. Installation of new windows, doors and glass

*Hoover Commercial Refrigeration, Inc.*

3302 Cedardale Rd. Ste. C300

Mount Vernon, WA 98274

Refrigeration equipment installation and service

*Marco's Taqueria LLC*

108 W Stanley St.

Granite Falls, WA 98252

Fast food restaurant

*Siren Sets LLC*

17716-115<sup>th</sup> St. NE

Granite Falls, WA 98252

Nails, manicurist, fingernails salon

*Cozy Breeze LLP*

1106 Borseth St.

Sedro Woolley, WA 98284

Insulation install

*Burns Fire Protection Systems, Inc.*

15214-116<sup>th</sup> St. NE

Arlington, WA 98223

Fire sprinkler fitters for commercial and residential

*Arcon (Arcon GC LLC)*

2100-124<sup>th</sup> Ave. NE, Ste 120

Bellevue, WA 98005

Contractor, construction

**Building Permits Issued:**

*Tyler Trask – Granite Falls IGA*

115 N. Granite Ave.

Relocating refrigerated service cases

*Building Permit #2024-002*

*Cindy Croft*

112 Paradise Parkway

Residential Forced Air Furnace

*Building Permit #2024-003*

-CONTINUED-

*Jorgen Dahl*  
501 Dogwood Ct.  
Residential Gas Hot Water Heater Replacement

*Building Permit #2024-004*

AMA Ventures LLC  
610 S. Granite PL.  
New Single-Family Residence

*Building Permit #2024-005*