



## **PUBLIC SAFETY COMMISSION**

### **SPECIAL and REGULAR MEETINGS**

**Tuesday, January 10, 2023**  
**Special Workshop Meeting at 4 p.m.**  
**Regular Meeting at 5 p.m.**

In person at the Snohomish Carnegie, 105 Cedar Avenue (lower level) with remote access via *Zoom*:

*ONLINE Zoom remote meeting access: <https://us02web.zoom.us/j/88242438260>  
or call in at (253) 215-8782 and use Meeting ID# 882 4243 8260*

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### **WORKSHOP AGENDA**

1. **CALL TO ORDER**
2. **DISCUSSION:**
  - a. Review Council Goals (*P. 3*)
  - b. Content for Annual Report to Council (tentatively scheduled for March 21, 2023)
3. **ADJOURN**

### **REGULAR MEETING AGENDA**

1. **CALL TO ORDER:**
  - a. Roll Call
  - b. Flag Salute
2. **APPROVAL OF AGENDA** contents and order
3. **APPROVAL** of the minutes of the November 8, 2022 regular meeting (*P. 9*)
4. **GENERAL PUBLIC COMMENTS** on items not on the agenda
5. **DISCUSSION ITEMS:**
  - a. Introduction of New Commissioners
  - b. Suggested Changes to the Commissioner Orientation Packet
  - c. Public Safety Town Hall Recap
6. **PUBLIC SAFETY AGENCY UPDATES:**
  - a. Snohomish Police Department
  - b. Fire District #4
  - c. Other
7. **STAFF MANAGER UPDATES**

8. **COUNCIL LIAISON UPDATES**
9. **COMMISSION MEMBER UPDATES**
10. **OTHER BUSINESS/INFORMATION ITEMS**
11. **ADJOURN**

**NEXT MEETING:** The next regular meeting is scheduled for Tuesday, February 14, 2023 at 5 p.m. at the Snohomish Carnegie, 105 Cedar Avenue, Snohomish, and online via Zoom.

*Specialized accommodations will be provided with 5 days advanced notice. Contact the City Clerk's office at 360-568-3115. This organization is an Equal Opportunity Provider.*


## Council Goals

Every two years, the City Council adopts goals and potential objectives to guide the City organization. This goal setting process assists in discussion of issues and opportunities facing the community, sets strategic direction, and provides a clear message to City staff as to what the Council aims to accomplish in the upcoming planning period.

The City Council went through a goal setting process over the course of several meetings in 2022. The goals for 2023-2024 center around the nine topic areas shown at right.




The table below lists each goal, as well as potential action steps suggested by the City Council. These will be reflected in department work plans, the City's budget, the capital improvement plan, and through special initiatives. This table also highlights those that are currently included within the 2023-2024 budget, either as a part of planned staff assignments or anticipated projects.


 <b>Ensure and Provide for Public Safety</b>	FY23	FY24	Not Yet Budgeted
Take proactive measures to protect and preserve wetland, lake, and stream water quality within the city. Create a map of these bodies for reference.	◐	◐	
Develop a plan for creating neighborhoods and/or districts as a tool to help organization efforts related to neighborhood watch, disaster preparedness, CERT teams, and community outreach.	●	●	
Develop a network of resources, partnerships, and providers to support those in crisis and assist first responders.	◐	◐	
Increase inner-city transit, bike, and walkability access.	◐	◐	

### Budget Key:

- Anticipated Completion
- ◐ Partial Completion or Ongoing Work
- To Be Determined



 <b>Maintain and Proactively Improve City Infrastructure</b>	FY23	FY24	Not Yet Budgeted
Establish a capital equipment policy, with funding, to address renewal and replacement targets for all city infrastructure, with condition assessment, prioritization criteria, and ensuring alignment between plans.	●	●	
Proceed with design and construction of 1st and 2nd Street improvements.	●	●	
Continue efforts to extend sewer lines north of Blackman’s Lake.	●	●	
Evaluate the feasibility of a new civic campus.	●	●	
Continue work for the ADA transition plan, with baseline and targets identified to be used in budgeting and planning.	●	●	
Develop a Complete Streets ordinance to be adopted by summer 2023, and explore funding opportunities for associated projects.	●	●	
Create a sidewalk improvement program and evaluate the use of bonds, latecomer’s agreement, local improvement districts and similar mechanisms for funding improvements.	●	●	
Update and utilize Parks PROS plan and impact fees available to determine prioritization and next steps on parks planning, making Homestead Park and Cady Landing connector a priority.	●	●	
Review Planning code and guidelines for consideration of development impact on pedestrian and traffic infrastructure.		○	


 <b>Promote and Expand Economic Adaptability, Vitality and Diversity</b>	FY23	FY24	Not Yet Budgeted
Anticipate, prepare for, and respond to changing economic conditions.	●	●	
Implement a redundant broadband entry point within the city.		●	
Expand business outreach to home businesses, gig workers, and no-English speaking business owners.	●	●	
Encourage childcare and mental health services for workers and employers.	●	●	
Ensure economic development and tourism materials are updated and available in print, digital and web forms.	●	●	
Enhance business retention and expansion efforts.	●	●	
Explore and propose parking and alternative downtown transportation options.		●	

**Budget Key:**

- Anticipated Completion
- Partial Completion or Ongoing Work
- To Be Determined




## Introduction & Overview


 <b>Provide, Expand, and Support a Range of Housing Options</b>	FY23	FY24	Not Yet Budgeted
Review and revise City policies that address housing to identify opportunities for streamlining, and reducing cost and overhead to developing housing.	●	●	
Evaluate the impact Single Family Residential zoning has on the availability of buildable land.			○
Complete the North area UGAs subarea planning study (Planning Commission).	●		
Explore new housing policy options created by the state legislature that provide funding to increase affordable housing stock and access.	●		
Continue to develop programming and funding opportunities associated with the 1/10 of 1% sales tax dollars.	●		
Create "Housing" web page to include all information related to housing, including affordable housing, and renter's rights.	●	●	
Update Chapter 14.285 SMC – "Low-income Housing" to be more encompassing, including amendments to provide affordable housing incentive tools.	●		
Finalize a public/private low-income housing opportunity.	●	●	
Develop community education and outreach plans to gather feedback on housing and zoning related issues.	●	●	

### Budget Key:

● Anticipated Completion   ● Partial Completion or Ongoing Work   ○ To Be Determined



 <b>Foster Environmental Resiliency and Sustainability</b>	FY23	FY24	Not Yet Budgeted
Continue work towards tree inventory, tree code update, and becoming a “Tree City USA.”	●		
Develop a noxious weed control plan for parks, open space, and all City properties.		◐	
Work with Republic Services to provide a recycling refresher for our residents.		◐	
Partner with Snohomish PUD and other entities to educate and promote solar and alternative energy systems and incentives, energy efficiency and water use reduction including “low flow” plumbing options and conservation of water.	◐	◐	
Encourage the use of rain gardens and drought tolerant landscaping in our parks.	◐	◐	
Evaluate whether to restrict permits for additional natural gas lines to service new construction.			○
Review building codes with an environmental lens.			○
Consider environmentally responsible purchasing and O&M policies for the City.		◐	
Resource City staff to provide education on water resource conservation, what not to flush, pesticides, etc.	◐	◐	
Identify and prioritize areas for climate action planning including disaster preparedness.	◐	◐	


 <b>Evaluate and Optimize City Services</b>	FY23	FY24	Not Yet Budgeted
Determine service goals and gaps – propose and/or provide resources required to achieve them (i.e., staffing, programming, equipment, etc.).	◐	◐	
Evaluate policy and activities associated with code enforcement, animal control and parking enforcement. Identify appropriate enforcement roles and responsibilities.	◐	◐	


**Budget Key:**


● Anticipated Completion   ◐ Partial Completion or Ongoing Work   ○ To Be Determined



## Introduction & Overview

 <b>Cultivate an Equitable and Inclusive Community</b>	FY23	FY24	Not Yet Budgeted
Review existing City Council Resolution 1389 on equity and inclusion, and rewrite and reaffirm, as appropriate.	●	●	
Assess current operations, codes and policies with an equity and inclusion lens.	●	●	
Seek opportunities to increase understanding, strengthen relationships, and intentionally center the needs of the community including promoting cultural days of importance.	●	●	
Evaluate benefits of becoming a member of the Government Alliance on Race & Equity (GARE).		●	
Offer cultural competency training opportunities for council, staff, first responders and community members.			○
Ensure all residents have access to broadband.		●	

 <b>Support and Encourage Meaningful Community Involvement</b>	FY23	FY24	Not Yet Budgeted
Encourage a vibrant arts and cultural scene.	●	●	
Continue to offer hybrid meeting options.	●	●	
Improve the City's website, providing convenient access to public records, reporting concerns, asking questions, and awareness of community events.	●	●	
Bi-annually evaluate existing boards and commissions to determine if they still align with City and Council needs.	●		
Annually solicit reports from all boards and commissions and meet with them to discuss progress, challenges, and any changes to priorities.	●	●	
Investigate opportunities for improving interaction with community through Coffee with Council, Snohomish Quarterly, online town halls, social media, in-person town halls, surveys, outreach to neighborhoods, etc.	●	●	
Conduct ongoing community surveys to inform citywide goals and priorities.	●	●	
Encourage collaboration among the various boards and commissions on overlapping issues.	●	●	
Encourage active liaison participation in board and commission meetings to ensure council goals are getting addressed.	●	●	

 <b>Incorporate Strategic Elements into the Comprehensive Plan</b>	FY23	FY24	Not Yet Budgeted
Identify and include long term strategies in each of the 9 Elements of the Comprehensive Plan.	●	●	
Discuss if more Elements are appropriate to include in the Comprehensive Plan.	●	●	

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# CITY OF SNOHOMISH

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## Public Safety Commission Meeting Minutes November 8, 2022

1. **CALL TO ORDER:** The meeting was called to order at 5:05 p.m., held in person at the Snohomish Carnegie, 105 Cedar Avenue, Snohomish, with a remote attendance option available via Zoom.

**Commission Members Present:**

Brian Mills, Chair  
Stephanie Strom  
Peter Messinger  
Debby Lippincott  
Jill Clark Fulmer

**Staff:**

Shari Ireton, Community  
Engagement & Strategic  
Initiatives Director  
Ann Ray, Community  
Outreach Specialist

**Other:**

Councilmember Donna Ray  
Chris Veentjer, Admin. Sgt.  
Deputy Chief Jason Hodkinson

2. **APPROVAL OF AGENDA**

**MOTION** by Lippincott, second by Clark Fulmer to approve the agenda. Motion passed (5-0).

3. **APPROVAL** of the minutes from the October 11, 2022, meeting with the following corrections:

- Add the nomination for Commissioner Mills to be Chair
- Correct Commissioner Clark Fulmer's name
- Correct Deputy Chief Hodkinson's name

**MOTION** by Strom, second by Lippincott to approve the minutes as corrected. Motion passed (5-0).

4. **PUBLIC COMMENTS** on items not on the agenda

**Holly** was interested in the City's plans for emergency preparedness. She also congratulated the Commission on its good work.

5. **DISCUSSION ITEMS:**

- a. Meeting Minutes and Agenda Format

Director Ireton shared that, per the City Clerk, the Commission could be less formal in its meeting procedure and format. Motions and voting were to be used for action items, or items that required a task to be done, otherwise general consensus was sufficient. Most items for the Commission fall under either "information" or "discussion." Discussion items are a chance for the Commission to discuss and debate any matter related to the business of the Senate, often leading to action at a future meeting. Also going forward, per the advice of the City Clerk, staff will provide summary minutes rather than detailed

minutes. Summary minutes should include a record of what was done at a meeting, not necessarily what was said, and include the following:

- i. Date, time, and location of meeting
  - ii. Who was present
  - iii. When meeting was called to order
  - iv. Any action items taken, such as motions and votes
  - v. When meeting was adjourned
- b. Public Safety Town Hall -- Run of Show Review

Laptops and staff will be present to help attendees sign up for Neighborhood Watch and other notifications. The Town Hall will not be recorded, though minutes will be taken. Since it is a public meeting, staff will need all materials in advance.

- c. December Meeting Schedule

Since the December meeting conflicts with the Boards and Commissions Reception, the Commission elected to cancel its December meeting.

- d. Commissioner Orientation Packet

The Commission asked staff for the packet of materials to review.

- e. Commission's Annual Report for the City Council

Per City Administrator, the annual report will not be due until late winter/early spring. The Commission decided to wait to prepare this report until fully staffed. To achieve this goal, a workshop was proposed with a start time one hour before the next regular meeting in January 2023.

- f. Review of 2023 Priorities/Work Plan

6. **COMMISSION MEMBER UPDATES:** None

7. **PUBLIC SAFETY AGENCY UPDATES:** None

8. **STAFF REPORT:** The application for the Public Safety Commission vacancies will be posted on November 15, 2022 and remain open through November 30, 2022. Once received, the applications will be reviewed by the Mayor in order to make her recommendations to Council.

In light of the recent winter storm and resulting power outage, Director Ireton recommended the Commission make community preparedness a future priority.

9. **ADJOURN:** The meeting adjourned at 5:51 p.m.

Approved this 10<sup>th</sup> day of January, 2023

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Chair