



CITY OF SNOHOMISH

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NOTICE OF REGULAR MEETING

SNOHOMISH CITY COUNCIL

in the
George Gilbertson Boardroom
1601 Avenue D

TUESDAY
February 18, 2020
6:00 p.m.

AGENDA

*Estimated
time*

- 6:00 1. **CALL TO ORDER:**
- a. Pledge of Allegiance
 - b. Roll Call
2. **APPROVE AGENDA** contents and order
3. **APPROVE MINUTES** of the meetings of February 4, 2020
- a. Workshop (P.3)
 - b. Regular Meeting (P.5)
- 6:05 4. **CITIZEN COMMENTS** - *Three minutes allowed for citizen comments on subjects not on the agenda. Three minutes will be allowed for citizen comments during each Public Hearing, Action or Discussion Agenda Item immediately following council questions and before council deliberation. Citizen comments are not allowed under New Business or Consent items.*
5. **ACTION ITEMS:**
- 6:15 a. **AUTHORIZE** Contract Amendment for Republic Services Recycling Surcharge (P.9)
- 6:30 b. Midtown Planning District Task Force - **ADOPT** Ordinance 2403 (P.15)
- 6:45 6. **CONSENT ITEMS:**
- a. **CONFIRM** Mayor's Appointment to the Public Safety Commission (P.29)
 - b. **AUTHORIZE** payment of claim warrants # 72403 through # 72480 in the amount of \$685,347.68 issued since the last regular meeting. (P.33)

-- Continued Next Page --

- 6:50 7. OTHER BUSINESS/INFORMATION ITEMS
- 6:55 8. COUNCILMEMBER COMMENTS/LIAISON REPORTS
- 7:00 9. COUNCIL PRESIDENT'S ITEMS/REPORTS
- 7:05 10. CITY ADMINISTRATOR'S COMMENTS
- 7:10 11. MAYOR'S COMMENTS
- 7:15 12. ADJOURN

NEXT MEETING: The next meeting is Tuesday, March 3, 2020, workshop at 5 p.m., regular meeting at 6 p.m., in the George Gilbertson Boardroom, Snohomish School District Resource Center, 1601 Avenue D.

The City Council Chambers are ADA accessible. 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.

**Snohomish City Council Workshop Minutes
February 4, 2020**

1. **CALL TO ORDER:** Mayor Kartak called the Snohomish City Council Joint Workshop with the Park and Recreation Board to order at 5:00 p.m., Tuesday, February 4, 2020, in the Snohomish School District Resource Service Center, George Gilbertson Boardroom, 1601 Avenue D, Snohomish, Washington.

COUNCILMEMBERS/MAYOR PRESENT

Larry Countryman
Steve Dana
Judith Kuleta
Tom Merrill
Donna Ray
Linda Redmon
Jason Sanders
John Kartak, Mayor

STAFF PRESENT

Pat Adams, HR Manager and City Clerk
Debbie Burton (*late arrival 5:05 p.m.*)
Steve Schuller, City Administrator and
Utility General Manager
Brandi Whitson, Administrative Assistant

PARK AND RECREATION BOARD

Lya Badgley
John First
Rich Patton, Chair
Jesse Podoll

2. **DISCUSSION ITEM:** Park and Recreation Board Recommendations - 2021-2022 Budget

City Administrator and Utility General Manager Steve Schuller reviewed City park improvements and projects completed over the past ten years. He discussed possible funding available for park projects to include Real Estate Excise Tax (REET) and the General Fund.

Park and Recreation Board member Lya Badgley explained why parks are important and noted green spaces act as gathering places where neighbors form social ties which produce stronger, safer neighborhoods and builds a sense of stewardship. In addition, there are many City strategic plan initiatives related to establishing parks, trails and green space.

Park and Recreation Board Chair Rich Patton shared highlights of past projects, which included parks naming, and approval of the Pilchuck Julia Landing plantings and the Boys & Girls Club Teen Room addition.

The Park and Recreation Board discussed and presented their initial proposed list of priorities for discussion with the City Council as follows:

- **Tree City USA.** Board members Jesse Podoll and John First discussed obtaining *Tree City USA* designation and indicated the City is very close to obtaining this designation. There are four standards to be met: 1) Dedicated Tree Board or City Department; 2) Tree Care Ordinance; 3) Program with an annual budget of at least \$2 per capita, or \$20,000; and 4) Arbor Day observance with proclamation. Benefits include helping to gain financial support for tree projects, and, through signage, informing citizens and visitors that the community cares about its environment. Additional support related to marketing and tree tours could also be coordinated with Green Snohomish.
- **Facilities Reservation/Volunteer Coordinator.** Chair Patton explained the Board's proposal for the City to create a new staff position dedicated to reserving City facilities, such as ballfields, picnic shelters and the Carnegie Building. In addition, the position could coordinate volunteer programs and complete work in support of recreation activities in City parks.

AGENDA ITEM 3a.

Councilmember Kuleta requested the Board provide additional information on how the position can be funded and supported through reservation fees and marketing.

- **Improved Safety and Security in Parks.** Mr. Podoll discussed recent security and safety concerns at City parks. The Board would like to identify improvements and upgrades, including improved lighting, locks and cameras.

Council President Sanders supported researching engineering controls and possible coordination with other jurisdictions facing similar challenges in prioritizing and addressing identified safety and security concerns within City parks.

- **Ban of Glyphosate in Parks.** Chair Patton proposed banning the use of this herbicide in City parks.

Councilmember Merrill noted Green Snohomish is preparing to discuss this issue with the City Council at an upcoming meeting.

The Park and Recreation Board presented their proposed park capital project recommendations in order of priority, to be funded by Park Impact Fees, as follows:

- 1) **Averill Field.** The Board recommended Averill Field amenity improvements, to include restrooms, a gazebo, walkways, expanded playground and additional playground equipment.
- 2) **Homestead Park - Phase I.** Ms. Badgley explained the west side of Snohomish is experiencing growth, and the Park Board supports the development of a final master plan, with phased approach to development beginning with passive uses, such as walking paths, and a possible off-leash dog park.
- 3) **Cady Landing Connector Bridge.** Mr. First stated this is a vital project to connect the Riverfront Trail to Pilchuck Julia Landing. The connecting bridge and trail would go beneath the existing railroad trestle and over the small stream.

The Board indicated total available Park Impacts Fees are approximately \$800,000, with \$280,000 mandated to be expended during the upcoming budget cycle (2021-2022).

The City Council asked questions and discussed the Board's proposed priorities and projects, affirming those priorities would be examined further by the Council during their upcoming budget discussions.

Mayor Kartak thanked the Park and Recreation Board for their presentation.

3. **ADJOURN** at 5:55 p.m.

APPROVED this 18th day of February 2020

CITY OF SNOHOMISH

ATTEST:

John Kartak, Mayor

Pat Adams, City Clerk

**Snohomish City Council Meeting Minutes
February 4, 2020**

1. **CALL TO ORDER:** Mayor Kartak called the Snohomish City Council regular meeting to order at 6:00 p.m., Tuesday, February 4, 2020, in the Snohomish School District Resource Service Center, George Gilbertson Boardroom, 1601 Avenue D, Snohomish, Washington.

COUNCILMEMBERS/MAYOR PRESENT

Larry Countryman
Steve Dana
Judith Kuleta
Tom Merrill
Donna Ray
Linda Redmon
Jason Sanders
John T. Kartak, Mayor

STAFF PRESENT

Pat Adams, HR Manager and City Clerk
Debbie Burton, Finance Director
Brooke Eidem, Planner
Emily Guildner, City Attorney's Office
Glen Pickus, Planning Director
Keith Rogers, Police Chief
Steve Schuller, City Administrator and Utility
General Manager

2. **APPROVE AGENDA** contents and order

MOTION by Sanders, second by Merrill to approve the agenda as presented. The motion passed unanimously (7-0).

3. **APPROVE MINUTES** of the January 21, 2020 workshop and regular meeting.

MOTION by Merrill, second by Countryman to approve the minutes of the workshop and regular meeting. The motion passed unanimously (7-0).

4. **CITIZEN COMMENTS** on items not on the Agenda

Mayor Kartak welcomed the citizens to the meeting and discussed the procedures for providing citizen comment.

Citizen Comments:

Simon Bidne, Snohomish Youth Council provided an update on their recent *Snohomish's Got Talent* event.

Citizen Comments: Closed

5. **ACTION ITEMS:**

- a. **APPROVE** Pilchuck Julia Landing Master Plan

City Administrator and Utility General Manager Steve Schuller reviewed the staff report, explaining the Pilchuck Julia Master Plan combined the work of the Park and Recreation Board, input from the community, and staff's work with the Snohomish Conservation District. He provided key features of the plan and introduced Snohomish Conservation District, Habitat Restoration Specialist, Carson Moscoso.

Mr. Moscoso provided a background of the Snohomish Conservation District and their work related to this project. The District will begin planting trees at this location in late April 2020, and will provide maintenance and assist City staff over the next three years. All funding has been provided through grants.

Council President Sanders inquired whether flooding was taken into account with regard

AGENDA ITEM 3b.

to establishing vegetation in the area. Mr. Moscoso responded the District uses native species adapted to surviving floods, and also plans for the loss of plants due to flooding and drought by planting more than is needed. The District will monitor plant survival over the three years of the project, with contingency funding sources available for additional plantings, if necessary.

Councilmember Ray questioned if fruit and nut trees were planted, and the use of chemicals to control noxious weeds. Mr. Moscoso replied, District staff knowledgeable in that area would be solicited for input; however, invasive species such as blackberries would initially be cut down, and the use of chemicals may be applied if needed. The District will work with City Park's staff on best practices to mitigate noxious weed infiltration.

Citizen Comments: None
Citizen Comments: Closed

MOTION by Sanders, second by Redmon that the City Council **APPROVE** the Pilchuck Julia Landing Master Plan.

Councilmember Ray asked how the invasive species will be maintained after grant funding expires. Mr. Schuller replied City staff will minimally maintain the area, and volunteers may be called on for future activities.

VOTE ON THE MOTION: The motion passed unanimously (7-0).

b. **ADOPT** Binding Site Plan Procedures - Ordinance 2385

Planning Director Glen Pickus presented the staff report and explained binding site plans are an alternative method of land division authorized in RCW 58.17.035. The proposed code amendment would add binding site plans to SMC 14.215 as another acceptable, but simpler, method of subdividing land for commercial and industrial sites.

Citizen Comments: None
Citizen Comments: Closed

MOTION by Sanders, second by Countryman that the City Council **ADOPT** Ordinance 2385, establishing a new Snohomish Municipal Code section 14.215.140, entitled "Binding Site Plans," to create a process for reviewing and approving binding site plans. The motion passed unanimously (7-0).

c. **AMEND** Title 14 - Parks, Open Space and Public Land Use Designation - **ADOPT** Ordinance 2379

Planner Brooke Eidem introduced Ordinance 2379 as a means to implement the new "Parks, Open Space & Public" land use designation created when the Council amended the Comprehensive Plan in December 2018, effectively consolidating the Public Park and Open Space land use designations into a new Parks, Open Space & Public designation.

Ms. Eidem noted the draft code language is almost entirely derived from existing language, with the bulk of the proposed changes primarily non-substantive in that they simply change the references to the two designations into a single reference to the new designation.

Citizen Comments: None
Citizen Comments: Closed

AGENDA ITEM 3b.

MOTION by Merrill, second by Sanders that the City Council **ADOPT** Ordinance 2379, implementing the 2018 Comprehensive Plan amendment, consolidating the Public Parks and Open Space land use designations into a single Parks, Open Space & Public designation. The motion passed unanimously (7-0).

6. DISCUSSION ITEM: REVIEW Outline of Midtown Planning District - Resolution 1408

Mr. Pickus presented a proposed outline detailing the make-up and responsibilities of the ad hoc committee regarding the Midtown Planning District, and requested Council discussion and direction as to how to proceed. The Council discussed various aspects of the Task Force, and asked questions of staff.

Citizen Comments:

Rich Patton, 1202 Smithson Place, expressed the need to communicate clear expectations for the ad hoc committee.

Gordon Cole, 1910 Bickford Avenue, would like the meeting dates included as part of the application process.

Terry Lippincott, 605 Avenue A, asked about residency requirements for Task Force members.

Citizen Comments: Closed

The Council directed staff to include the following:

- III. Purpose of Task Force, add *Preserving and Creating Affordable Housing*
- IV. Membership of Task Force, remove(d) *At Least 18 Years of Age*, and add under Knowledge - *Environmental Sustainability*

The Council requested to be more involved in the appointment process. Staff will contact Council President Sanders with additional information, and present a revised Resolution for adoption at the next Council meeting. Applications for Task Force membership will be made available once the Resolution is adopted.

7. CONSENT ITEMS:

a. **ESTABLISH** Procedures for the Conduct of Business at Council Meetings - **PASS**
Resolution 1407

b. **AUTHORIZE** payment of claim warrants # 72331 through # 72391 in the amount of \$182,891.77, and payroll warrants # 70106 through # 72402 in the amount of \$468,891.79, issued since the last regular meeting.

MOTION by Countryman, second by Sanders to pass the Consent Items. The motion passed unanimously (7-0).

8. OTHER BUSINESS/INFORMATION ITEMS: None

9. COUNCILMEMBER COMMENTS/LIAISON REPORTS:

Councilmember Redmon attended the Housing and Homelessness Advocacy Day in Olympia to request additional funding for affordable housing development in the community. She will travel to Olympia tomorrow with other members of the Snohomish Health District to promote funding for state public health services.

AGENDA ITEM 3b.

Councilmembers Merrill, Kuleta and Sanders attended AWC City Action Days in Olympia. Councilmember Merrill will be meeting with staff regarding Council Goals.

Councilmember Kuleta attended a workshop at the AWC Action Days in Olympia on Parliamentary Procedures, and a meeting for newly elected officials, hosted by the Puget Sound Regional Council.

Councilmember Ray, as a new liaison to the Park and Recreation Board, thanked the Board for all their valuable work.

10. **COUNCIL PRESIDENT'S ITEMS/REPORTS:** Council President Sanders stated the City Clerk forwarded the February regional calendar to the Council. He attended the AWC Action Days in Olympia, Snohomish School District's Student of the Quarter presentation, and the Youth Council's *Snohomish's Got Talent* event.
11. **CITY ADMINISTRATOR'S COMMENTS:** Mr. Schuller stated the new Snohomish Quarterly Magazine has been published, and distributed an updated agenda planner.
12. **MAYOR COMMENTS:** Mayor Kartak thanked Economic Development and Communications Manager Wendy Poischbeg for development of the Quarterly Magazine.

Mayor Kartak attended/will attend the following meetings and events:

- January 22 - Snohomish County Tomorrow
- January 23 - Met with John Harlow, CEO/General Manager, Snohomish County PUD
- January 24 - Lunch with Snohomish County Superior Court Judge Edirin Okoloko
- January 27 - 2020 Census Complete Count Committee
- January 28-29 - AWC Action Days/Parliamentary Procedures Workshop, Olympia
- January 30 - Community Presentation at SnoTown Brewery
- February 1 - Highway 2 Safety Coalition, Sultan City Hall
- February 1 - Groundfrog Day Event
- February 5 - Highway 2 Safety Coalition meeting in Olympia
- February 13 - AWC Mayor's Exchange, Olympia
- February 14 - "Coffee with the Mayor" at Snohomish Station Starbucks
- February 14 - Economic Alliance's 2020 Snohomish County Advocacy Day, Olympia

13. ADJOURNMENT:

MOTION by Sanders, second by Countryman, to **ADJOURN** the regular City Council Meeting at 7:48p.m. The motion passed unanimously (7-0).

APPROVED this 18th day of February 2020.

CITY OF SNOHOMISH

ATTEST:

John T. Kartak, Mayor

Pat Adams, City Clerk

ACTION ITEM 5a.

Date: February 18, 2020

To: City Council

From: Debbie Burton, Finance Director

Subject: Republic Services Recycling Processing Surcharges

SUMMARY: The purpose of this agenda item is for the City Council to take action related to Republic Services' surcharge for paper/plastic and yard waste/organics recycling.

BACKGROUND: On November 19, 2019, Republic Services provided the City Council with a presentation detailing changes which have impacted recycling and yard waste/organics processing since the City implemented the current contract in April 2017. The major change to processing costs for recycling was China Sword in 2018, in which China drastically reduced acceptable imported recyclables. Other trends affecting the marketplace are changes in the recycling stream, commodity markets declines, and lighter materials used in plastic packaging. The primary changes related to yard waste/organics recycling are rule modifications enacted by the Department of Ecology, and the processing of increased contamination.

The City Council requested Republic Services provide additional information concerning the calculation of the proposed surcharges.

ANALYSIS: Republic has provided the following data related to the revenue shortfall, and the volume data used in calculating the proposed surcharge.

Decrease in sale of recycled material revenue impacts:

2017 value/ton - \$63.56

2019 value/ton - \$16.77

Decrease in revenue of \$46.79/ton

Processing cost increase:

2017 fee/ton - \$70.62

2019 fee/ton - \$114.45

Increase in costs of \$43.83/ton

Total impact for paper and plastic recycling is a reduction of \$90.62/ton (\$46.79+\$43.83).

Snohomish average volumes:

Residential - 1,008.2 tons per year

Multi-Family - 126.2 tons per year

Total average volume - 1,134.4 tons per years

The monthly revenue shortfall is \$8,567 ($(\$90.62 \times 1,134.4 \text{ tons}) / 12 \text{ months}$)

Monthly Residential Impact - \$7,613.59

Monthly Multi-Family Impact - \$953.02

Number of Residential Customers - 2,665

Number of Multi-Family Dwelling Units - 1,176

ACTION ITEM 5a.

Republic Services has submitted rate alternatives for the proposed surcharge as follows:

Option 1 - Based on Customers Served and Tonnage Cost

Surcharge calculation for paper and plastic recycling:

	Monthly Impact	Number of Customers	Surcharge Per Customer
Residential	\$7,613.59	2665	\$2.86
Multi-Family	\$953.02	1176	\$0.81

Option 2 - Per Unit Cost across all Customers per month

Note: This includes commercial customer accounts; however, these customers already pay a market rate for paper, plastic and organics recycling. As this is not a required service, the rate is not set per our contract. Commercial pricing is based on yards, which is 42,300 annually or 3,525 monthly.

	Surcharge Per Customer	Number of Customers/Yards	Total
Residential	\$1.50	2665	\$3,997.50
Multi-Family	\$1.50	1176	\$1,764.00
Commercial	\$0.80*	3525	\$2,805.69
			\$8,567.19

*Figure rounded to nearest cent

Option 3 - Per Unit Cost across all Customers per month

Note: This includes commercial customer accounts; however, these customers already pay a market rate for paper, plastic and organics recycling. As this is not a required service, the rate is not set per our contract.

	Surcharge Per Customer	Number of Customers/Yards	Total
Residential	\$1.00	2665	\$2,665.00
Multi-Family	\$1.00	1176	\$1,176.00
Commercial	\$1.34*	3525	\$4,726.19
			\$8,567.19

*Figure rounded to nearest cent

Option 4 - Increase of 7.5% to the service portion of garbage and recycle rates. See Attachment B for the rates effective April 1, 2020 for the service portion rate costs (Column D) by service level. If this selection is chosen, the overall customer rate percentage increase will vary across sectors and service levels. Overall, the average increase on total rates will increase by 5.1%.

Yard Waste/Organics Recycling Surcharge.

In addition to the above surcharge options for paper and plastic recycling, an additional \$0.49/month per customer is being requested for yard waste/organics recycling. The annual

ACTION ITEM 5a.

shortfall in revenue for yard waste/organics is \$14,505.96. The City has 2,467 yard/organic customers. (\$14,505.96/12 months divided by 2,467 customers = \$0.49/month)

The surcharges would be implemented effective April 1, 2020, along with the annual rate increase of 2.88%, as per contract, based on the increase in the CPI-U for garbage and trash collection in US city average as of October 2019.

BUDGETARY IMPACTS: The surcharge would not have an impact to the City budget.

STRATEGIC PLAN REFERENCE: Not applicable.

RECOMMENDATION: That the City Council REVIEW the requested surcharge options and AUTHORIZE the Mayor to implement the selected surcharge option for paper and plastic recycling, and AUTHORIZE the Mayor to implement a \$0.49/month per customer surcharge for yard waste/organics recycling.

ATTACHMENTS:

- A. Minutes from November 19, 2019 City Council Meeting
- B. April 1, 2020 Service Rates Chart

REFERENCE:

November 19, 2019 Council Agenda Packet (Republic Services Discussion Item and Presentation starts on page 35)

<https://www.snohomishwa.gov/AgendaCenter/ViewFile/Agenda/11192019-933>

ATTACHMENT A

Minutes from November 19, 2019 Council Meeting

9. **DISCUSSION ITEM:** Republic Services Processing Charge for Recycling (*moved to follow Presentation 5. at beginning of the meeting*)

Mr. Kent Kronenberg, General Manager of Republic Services, together with Ms. Karen Dawson, Director of Public Affairs with Cedar Grove, provided a presentation to the Council detailing the issues facing recycling services.

Ms. Dawson explained Cedar Grove sub-contracts with Republic Services for recycling food scraps and yard waste. Their rate increase request was prompted due to rule changes by the Department of Ecology, and processing of increased contamination. The proposed surcharge for composting services would add \$0.49 per customer per month.

Councilmember Guzak confirmed every household in Snohomish would be subject to the \$0.49 surcharge, since all residents receive composting services.

Councilmember Dana questioned if the value of recycled materials covers the cost of the recycling. Ms. Dawson replied in terms of compost, keeping compostable items out of landfills is beneficial to the environment by reducing methane and sequestering carbon.

Mr. Kronenberg explained impacts on recycling nationwide, in particular, China Sword where China drastically reduced acceptable imported recyclables. Other trends affecting the marketplace are changes in the recycling stream, commodity market declines, and changes in the materials themselves. Recycling companies are looking for innovative ways to handle these issues, including domestic processing facilities, and education and outreach to communities.

The proposed surcharges for paper/plastic recycling in Snohomish are:

- Single Family- \$2.58/month (\$7.74/quarter)
- Commercial per Municipal Solid Waste (MSW) yard - \$.77/month
- Multifamily per Municipal Solid Waste (MSW) yard - \$0.58/month

Councilmember Dana asked how the recycling portion of the garbage rates was factored. Mr. Kronenberg replied the rate structure is based on tonnage and cost to recycle.

Councilmember Dana exclaimed if you can't sell the recycled product, and if there is no market for recyclables, why is the City participating in a recycling program? Mr. Kronenberg stated there is still a market, it's just currently severely depressed; however, it is the responsible thing to do and to use resources efficiently. Ms. Dawson stated landfill rates are high, so recycling and composting, rather than sending everything to a landfill, help keep rates lower for customers.

Councilmember Guzak acknowledged the dilemma, and commented there is a lot of confusion about differences between recyclable, compostable and garbage placement. She would like increased education.

ACTION ITEM 5a.

Councilmember Redmon inquired about the initiatives to convert recyclable materials into alternative fuels. Mr. Kronenberg indicated methane recapture is occurring in the landfill industry, and research continues.

Councilmember Merrill thanked Republic for providing recycling bins at the Snohomish Farmers Market. He questioned if recycling companies are lobbying legislation to push the cost back on the producers of the materials, rather than the recyclers and customers. Mr. Kortenberg stated he was unfamiliar with any specific measures, but agrees all should be accountable, including the producers.

Councilmember Kaftanski asked about the next steps in moving forward with a contract amendment. Ms. Burton exclaimed, based on Council direction tonight, she will work with Republic on next steps. Councilmember Kaftanski remarked economic factors can influence consumer behavior. Ms. Dawson agreed, and commented, they as the service provider, can look at ways to change their practice to help consumers see the true cost of recycling.

Mayor Kartak asked about the single-family proposed monthly increase of \$2.58 per month, which seems high compared to multi-family rates. Mr. Kronenberg replied adjustments will be made to the rates if commodities shift favorably. Mayor Kartak requested additional information on the single family proposed charge.

Councilmember Merrill clarified the single family charge is actually a total of \$3.07, which is the \$2.58 plus the composting surcharge of \$0.49. Mr. Kronenberg explained they are separate requests.

Councilmember Redmon questioned the impact of allowing customers to opt in or out of recycling. Ms. Dawson replied companies prefer when customers opt in, as that means those customers want to be in the program and educate themselves on best practices. They tend to see the most contamination from customers participating in mandatory programs.

Council President Sanders asked about capturing renewable natural gas from waste. Ms. Dawson stated there is no gas to capture from composting. Waste energy is related to solid waste and landfills, which is sold back to Puget Sound Energy.

Citizen Comments:

Donna Ray, 728 Mill Avenue, may be supportive of a rate increase if an opt-out option is also included with the contract amendment. Ms. Ray requested a breakdown to see how much was for services and how much was bottom line.

A member of the public commented on the community benefits of recycling.

Citizen Comments: Closed

After further brief discussion, the Council directed staff to return with additional information concerning the recycling processing fee rate structure.

2020 Rates
City of Snohomish Rate Schedule

	A	B	C	D	E	F	G
	Actual	Pounds	Disposal	Service	CPI	Final	
	Rates	per	portion at	Portion	Increase	Rate	% of
	Effective	Month	\$105.00	of Rate	2.88%	Effective	Increase
	4/1/2019		per Ton			4/1/2020	
<u>Residential Service</u>							
1 can once a month	10.56	23.48	1.23	9.32	0.27	10.82	2.54%
1 20 gal cart	11.52	48.84	2.56	8.96	0.26	11.78	2.24%
1 32 gal cart	15.00	78.15	4.10	10.90	0.31	15.32	2.09%
1 64 gal cart	22.33	156.30	8.21	14.13	0.41	22.74	1.82%
1 96 gal cart	29.65	234.45	12.31	17.34	0.50	30.15	1.68%
<u>Recycling & Yard Waste:</u>							
<u>Both weekly and mandatory</u>							
Recycling and YW Combined	17.47	0.00	0.00	17.47	0.50	17.97	2.88%
Extras (32 gal equivalent)	7.44	3.83	0.20	7.24	0.21	7.65	2.80%
Organics Extra	6.39	0.00	0.00	6.39	0.18	6.57	2.88%
Return trip (each)	15.56	0.00	0.00	15.56	0.45	16.01	2.88%
Re-deliver Fee	26.83	0.00	0.00	26.83	0.77	27.60	2.88%
Walk in / Carry out (per 25' per month)	5.10	0.00	0.00	5.10	0.15	5.24	2.88%
Drive in (per month)	7.24	0.00	0.00	7.24	0.21	7.45	2.88%
<u>Residential Service - Senior Rates</u>							
1 20 gal cart	5.66	48.84	2.56	3.10	0.09	5.75	1.57%
1 32 gal cart	7.35	78.15	4.10	3.25	0.09	7.45	1.27%
2 cans	10.87	156.30	8.21	2.67	0.08	10.95	0.71%
1 can once a month	5.23	23.48	1.23	4.00	0.12	5.35	2.20%
<u>Commercial Service</u>							
32 gal cart	19.95	101.76	5.34	14.60	0.42	20.37	2.11%
64 gal cart	37.87	156.30	8.21	29.67	0.85	38.73	2.25%
96 gal cart	62.46	265.70	13.95	48.51	1.40	63.85	2.23%
1.00 Yard (1 pickup per week)	95.64	642.01	33.71	61.94	1.78	97.43	1.86%
1.25 Yard (1 pickup per week)	108.01	802.51	42.13	65.88	1.90	109.91	1.76%
1.50 Yard (1 pickup per week)	130.57	963.01	50.56	80.01	2.30	132.87	1.76%
2 Yard (1 pickup per week)	159.31	1,284.02	67.41	91.90	2.64	161.95	1.66%
3 Yard (1 pickup per week)	212.22	1,926.03	101.12	111.10	3.20	215.41	1.51%
4 Yard (1 pickup per week)	254.44	2,568.04	134.82	119.62	3.44	257.88	1.35%
6 Yard (1 pickup per week)	333.02	3,587.06	188.32	144.70	4.16	337.18	1.25%
8 Yard (1 pickup per week)	411.61	4,606.08	241.82	169.79	4.89	416.50	1.19%
4 Yd Comp (1 pickup per week)	795.44	8,988.14	471.88	323.56	9.31	804.75	1.17%
Extra refuse (per yard)	17.25	120.00	6.30	10.95	0.32	17.56	1.83%
Drive in (per month)	7.24	0.00	0.00	7.24	0.21	7.45	2.88%
Return trip	24.15	0.00	0.00	24.15	0.69	24.84	2.88%
Roll out (per 25' per month)	6.28	0.00	0.00	6.28	0.18	6.46	2.88%
Unlock Container	2.41	0.00	0.00	2.41	0.07	2.48	2.88%
Gate Opening	2.15	0.00	0.00	2.15	0.06	2.21	2.88%
<u>All Services</u>							
Late Fee			1% past due, \$1 min.				
Returned Item Fee			40.00				
Suspend Fee			10.00				

ACTION ITEM 5b.

Date: February 18, 2020

To: City Council

From: Glen Pickus, AICP, Planning Director

Subject: Midtown Planning District Task Force – Ordinance 2403

SUMMARY: The City Council will consider and vote on Ordinance 2403 to create a Midtown Planning District Task Force, and establish the parameters for the Midtown Planning District project.

BACKGROUND: The Midtown Planning District project will examine the portion of the Commercial Land Use Designation area on Avenue D from Sixth Street north to SR9, together with development regulations for that area to determine how to amend those regulations in order to facilitate redevelopment that will be beneficial to the community.

At the February 4, 2020, meeting, the City Council discussed and provided direction to staff to create a Midtown Planning District Task Force by Resolution. The City Attorney has recommended the Task Force be created by Ordinance in order to be consistent with Snohomish Municipal Code 2.06.010(A).

ANALYSIS: Fortunately, the discussion related to the Resolution amendments can be directly transferred to the Ordinance. Attached is Ordinance 2403, establishing the Midtown Planning District Task Force, incorporating Council input from February 4.

The same recitations (the “whereas” statements) from the draft resolution are being referenced within the ordinance. The recitations explain how the Midtown Planning District project and the creation of the Task Force are being achieved consistent with the existing City Council goals and Comprehensive Plan goals and policies.

Section 2 of Ordinance 2493, clearly states the purpose of the project is to:

- Generate economic development.
- Increase housing options in the City.
- Create new and preserve existing affordable housing units (“and preserve” was added after the Council discussion).
- Promote job growth.

Section 3 describes the composition of the Task Force and desired areas of expertise, with “environmental sustainability” added following Council direction.

Section 4 is written to provide clear guidance concerning expectations of the Task Force and what they are empowered to do, clearly describing its powers and duties. While the Task Force will not have any formal decision-making authority, it will have the power to offer ideas and bring new information into the planning process. This section also briefly outlines the tasks the Task Force will be asked to undertake (detailed further in Attachment B).

Task Force members will be expected to commit to attend all meetings. The Supplemental Application (Attachment D) provides meeting dates and times so applicants are aware ahead of

ACTION ITEM 5b.

time what the scheduling commitment will entail. The meetings will be open to the public and allow for citizen comments, as explained in Section 8.

Section 9 assigns the Task Force with the responsibility to select a Chairperson and a Vice-chairperson, and to run their meetings appropriately, following *Robert's Rules of Order*. Task Force members will serve without compensation (Section 6) through December 31, 2020, at the pleasure of the City Council, but can be removed at any time with or without cause (Section 12). The City Council is authorized to take action to extend the Task Force beyond December 31, 2020 if necessary (Section 14).

The 2-week application period will begin February 19, 2020. Applicants will be asked to submit the standard Boards and Commission application, as well as the Supplemental Application (Attachment D). The Mayor will review the applications, then select Task Force members to be confirmed by the City Council at its March 17, 2020 meeting.

The first Task Force meeting is scheduled for Tuesday, March 31, 2020, from 6 p.m. to 8 p.m., at a location to be determined.

BUDGETARY IMPACTS: The Midtown Planning District project will require professional services assistance from a planning consultant and a design consultant. The costs for those services is currently estimated to be approximately \$65,000. A more detailed discussion of the budgetary impacts of this project will be provided when the City Council is asked to approve the professional services agreements for the consultants.

RELEVANT CITY COUNCIL GOALS:

- Partner with public agencies and non-profit organizations and explore incentives and regulatory tools the City can use to facilitate the development of additional affordable housing units.
- Complete a land use feasibility study of the areas around SR9, Bickford Avenue, and Avenue D that are north of Sixth Street, both within the City and in the urban growth area, which includes the County-owned vacant 9.5-acre property by Avenue D and 13th Street, to understand which land use designations would best spur economic development.
- Explore opportunities to diversify the City's economy and revenues that provide basic services like law enforcement and transportation.

STRATEGIC PLAN REFERENCE: Not applicable

RELEVANT COMPREHENSIVE PLAN REFERENCES:

GOAL LU 1: Designate adequate lands for existing and future land use needs of Snohomish.

LU 1.1: Capacity. Maintain capacity to accommodate the City's residential and employment growth targets as adopted in the Countywide Planning Policies.

GOAL LU 2: Manage growth and community change in accordance with the values and vision of the Snohomish community of residents, landowners, and business people, and consistent with the Growth Management Act.

LU 2.1: Innovative zoning. Utilize innovative zoning models to increase density and achieve other policy goals where it will not adversely affect the character of existing neighborhoods.

LU 2.3: Residential densities. Evaluate options for increasing district-wide residential densities where it will not have a detrimental effect on

ACTION ITEM 5b.

infrastructure and existing neighborhoods and where adequate accommodations are made for public spaces and pedestrian facilities.

LU 2.4: Innovative design. Consider innovative design concepts for public and private sites, buildings, and infrastructure to distinguish districts and to continue, improve, and promote the livability of the City and its districts.

LU 2.5: Design standards. Continue to improve and apply the adopted design standards to preserve the character of the City and its districts.

GOAL LU 5: Accommodate a range of housing types and residential densities to provide living options for the spectrum of ages, lifestyles, and economic segments of the City's population.

MF 5.1: Density range. Provide a range of density options for multi-family development types.

MF 5.2: Multi-family location. Medium and high density development should be located near public amenities in order to provide easy access.

GOAL LU 6: Develop thriving commercial areas that are safe, attractive, and convenient.

CO 6.1: Commercial capacity. Designate adequate mixed-use areas to provide for a variety of commercial activities with differing characteristics and emphases as described below:

a. **Commercial.** Concentrations of retail and service uses in neighborhood and community shopping centers or commercial corridors along arterials. Such commercial areas should provide a wide range of convenience, general merchandise, and specialty goods and services and may incorporate multi-family development to create vibrant centers.

CO 6.2: Traffic. All commercial development should be carefully located and designed to eliminate or minimize adverse impact of heavy traffic volumes, and to separate automobiles from pedestrian traffic.

CO 6.3: Commercial centers. Commercial centers should be developed so as to encourage aesthetic site arrangements of buildings with landscaping and adequate off-street parking areas and contain pedestrian friendly orientation.

CO 6.7 Commercial design. All new commercial development should be designed to be compatible with the character of the neighborhood and immediate context of the site and consistent with applicable design standards.

RECOMMENDATION: That the City Council ADOPT Ordinance 2403, creating the Midtown Planning District Task Force.

ATTACHMENTS:

- A. Ordinance 2403
- B. Midtown Planning District Planning Process Outline
- C. Midtown Planning District Project Timeline
- D. Midtown Task Force Supplemental Application

ATTACHMENT A

CITY OF SNOHOMISH Snohomish, Washington

ORDINANCE 2403

AN ORDINANCE OF THE CITY OF SNOHOMISH, WASHINGTON CREATING A MIDTOWN PLANNING DISTRICT TASK FORCE

WHEREAS, Snohomish Municipal Code 2.06.010(A) provides for the creation of committees by Ordinance of the City Council, and SMC 2.06.010(B) provides for Special Committees to investigate a special subject; and

WHEREAS, the City Council desires to create a Special Committee to be called the Midtown Planning District Task Force to investigate how regulations for the Commercial Land Use Designation Area on Avenue D from Sixth Street north to SR9 can be amended to facilitate development and redevelopment; and

WHEREAS, the Midtown Planning District Task Force will be directed by these 2019-2020 City Council goals:

- Explore incentives and regulatory tools the City can use to facilitate the development of additional affordable housing units;
- Complete a land use feasibility study of the areas around SR9, Bickford Avenue, and Avenue D that are north of Sixth Street, which includes the County-owned vacant 9.5 acre property by Avenue D and 13th Street, to understand which land use designations would best spur economic development;
- Explore opportunities to diversify the City's economy and revenues that provide basic services like law enforcement and transportation; and

WHEREAS, the Midtown Planning District Task Force will make recommendations and provide input on how to implement these five Comprehensive Plan goals and their associated policies:

GOAL LU 1: Designate adequate lands for existing and future land use needs of Snohomish.

LU 1.1: Capacity. Maintain capacity to accommodate the City's residential and employment growth targets as adopted in the Countywide Planning Policies.

GOAL LU 2: Manage growth and community change in accordance with the values and vision of the Snohomish community of residents, land owners, and business people, and consistent with the Growth Management Act.

LU 2.1: Innovative zoning. Utilize innovative zoning models to increase density and achieve other policy goals where it will not adversely affect the character of existing neighborhoods.

ACTION ITEM 5b.

- LU 2.3: Residential densities. Evaluate options for increasing district-wide residential densities where it will not have a detrimental effect on infrastructure and existing neighborhoods and where adequate accommodations are made for public spaces and pedestrian facilities.
- LU 2.4: Innovative design. Consider innovative design concepts for public and private sites, buildings, and infrastructure to distinguish districts and to continue, improve, and promote the livability of the City and its districts.
- LU 2.5: Design standards. Continue to improve and apply the adopted design standards to preserve the character of the City and its districts.

GOAL LU 3: Preserve and enhance the quality of character of and connections between the City's residential and mixed-use neighborhoods.

- LU 3.1: Neighborhood studies. Support natural neighborhoods within the city in a review of land use, infrastructure, amenities, circulation, and connections to other areas of the city.
- LU 3.2: Neighborhood improvements. Consider opportunities for capital improvements and modification to land use plans based on the findings of neighborhood studies.

GOAL LU 5: Accommodate a range of housing types and residential densities to provide living options for the spectrum of ages, lifestyles, and economic segments of the City's population.

- MF 5.1: Density range. Provide a range of density options for multi-family development types.
- MF 5.2: Multi-family location. Medium and high density development should be located near public amenities in order to provide easy access.
- MF 5.3: Multi-family access. Design of multi-family development should provide clear and convenient pedestrian access to the public sidewalk. Buildings rather than the parking area should be the predominant appearance of the site.

GOAL LU 6: Develop thriving commercial areas that are safe, attractive, and convenient.

- CO 6.1: Commercial capacity. Designate adequate mixed-use areas to provide for a variety of commercial activities with differing characteristics and emphases as described below:
 - a. Commercial. Concentrations of retail and service uses in neighborhood and community shopping centers or commercial corridors along arterials. Such commercial areas should provide a wide range of convenience, general merchandise, and specialty goods and services and may incorporate multi-family development to create vibrant centers.
- CO 6.2: Traffic. All commercial development should be carefully located and designed to eliminate or minimize adverse impact of heavy traffic volumes, and to separate automobiles from pedestrian traffic.

ACTION ITEM 5b.

- CO 6.3: Commercial centers. Commercial centers should be developed so as to encourage aesthetic site arrangements of buildings with landscaping and adequate off-street parking areas and contain pedestrian friendly orientation.
- CO 6.7 Commercial design. All new commercial development should be designed to be compatible with the character of the neighborhood and immediate context of the site and consistent with applicable design standards; and

WHEREAS, the City Council desires broad community input to help develop a strategy that will attract, retain and grow a diverse and stable economic base that supports needed goods, services and jobs for residents, while preserving, protecting and enhancing existing single-family neighborhoods; and

WHEREAS, an expanded tax base will allow the City to maintain essential public services such as police, fire (through the Fire District), parks and street maintenance, and lessen the tax burden on residents; and

WHEREAS, the result of revised development regulations for the Commercial Land Use Designation Area will be a thriving and revitalized Midtown that will create jobs, and increase residents' shopping, housing, work, and activity choices; and

WHEREAS, the site of the former Snohomish County Public Works Yard at 1201 Bonneville Avenue was declared surplus by Snohomish County and is being prepared for sale or development. The City Council wishes to work proactively with the community to update the Commercial Land Use Designation Area's development regulations so this important site is redeveloped in a manner consistent with the community's vision that makes the best use of the property;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SNOHOMISH, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. Midtown Planning District Task Force Established. The City Council hereby establishes the Midtown Planning District Task Force. Applications for consideration of appointment to the Task Force will be received by the City Clerk through 4:00 p.m. on March 3, 2020.

Section 2. Purpose. The purpose of the Task Force is to review the City's codes, standards, and policies applicable to the portion of the Commercial Land Use Designation Area on Avenue D from Sixth Street to SR9, for their impact on how the area, including the site of the former Snohomish County Public Works Yard, can redevelop in a manner consistent with the community's vision in order to:

- Generate economic development;
- Increase housing options in the City;
- Create new and preserve existing affordable housing units; and
- Promote job growth.

Section 3. **Membership.**

- A. The Task Force shall consist of 10-13 members, appointed by the Mayor and subject to confirmation by the City Council.
 - 1. The members shall include:
 - a. Two Planning Commissioners;
 - b. Two Economic Development Committee members;
 - c. Two Design Review Board members; and
 - d. Five to seven at-large members with areas of expertise and knowledge in any or all of the following:
 - i. Land Use
 - ii. Design
 - iii. Business operations
 - iv. Land development/construction
 - v. Real estate market
 - vi. Banks/financing
 - vii. Neighborhood residents' perspectives
 - viii. Housing affordability
 - ix. Environmental sustainability
 - 2. The above is the ideal composition of the Task Force; however, if the number of applicants does not support filling all positions as described, the composition may be modified. The list should not be construed to mean no more than two members of the Planning Commission, Economic Development Committee, and Design Review Board may be on the Task Force.

- B. The membership of the Task Force shall be diverse in its members' experience, background, age, and expertise.

- C. Two City Councilmembers shall be named as liaisons to the Task Force.

- D. A majority of the Task Force members shall reside within City limits or the Urban Growth Area.

- E. Task Force members should:
 - 1. Be able to represent perspectives of stakeholders and the broader community.
 - 2. Have a high degree of commitment and be able to attend the scheduled Task Force meetings and Public Open House.
 - 3. Have good communication skills and ability to listen to and work well with others.
 - 4. Be able to bring new views and information to Task Force members.

Section 4. **Powers, Duties/Expectations, and Tasks.**

The Task Force will work with City staff and consultants and consider public input to develop recommendations to the Planning Commission for amending codes, standards, and policies for the Commercial Land Use Designation Area along Avenue D from Sixth Street to SR9.

ACTION ITEM 5b.

A. Powers.

1. The Task Force will not have any formal decision-making authority.
2. Task Force members may:
 - a. Request additional information and analysis from City staff and consultants.
 - b. Bring their own information and analysis to the Task Force for its consideration.
3. The Task Force should:
 - a. Offer input on the process being used and suggest changes if necessary.
 - b. Work with other Task Force members and City staff and consultants on methods to maximize public input.
4. The Task Force shall:
 - a. Consider all public input to inform their recommendations.
 - b. Share with the entire Task Force all information and communications they receive outside of Task Force meetings regarding the Midtown Planning District project.
 - c. Balance the community's desires with market feasibility realities.
 - d. Work collaboratively with the staff and consultants in drafting final recommendations regarding policies, regulations, and design principles/standards.
 - e. Make recommendations to the Planning Commission on changes to Comprehensive Plan policies and the development regulations and standards for the Commercial Land Use Designation Area on Avenue D from Sixth Street north to SR9.

B. Duties and Expectations. Task Force members will:

1. Attend all four scheduled meetings of the Task Force and the scheduled Public Open House.
2. Receive, discuss and respond to information and analysis shared before and during meetings with thoughtful insights, perspectives and ideas.
3. Review comments and information provided during the public process.
4. Bring a community-wide perspective and participate in a constructive manner in the discussion of viable alternatives, creative solutions and potential trade-offs.
5. Make recommendations to the Planning Commission.

C. Tasks. Task Force members will complete the following tasks during their meetings:

1. Task 1 - Participate in visioning exercise.
2. Task 2 - Participate in visual preference survey.
3. Task 3 - Review and comment on draft policies, principles, regulations, and standards.
4. Task 4 - Attend public open house to represent process and to listen to public input.
5. Task 5 - After considering public input from open house and other sources, select recommended design principles, development code amendments, and new Comprehensive Plan policies to the Planning Commission.

Section 5. Midtown Planning District Task Force Member Responsibilities and Operating Principles.

A. Midtown Planning District Task Force Member Responsibilities.

1. Mandatory attendance at all four scheduled Task Force meetings and scheduled Public Open House.
2. Contribute constructively to the Task Force discussion.
3. Consider and discuss issues from a community-wide perspective, as well as that of particular stakeholders.
4. Understand and be able to articulate the Task Force's purpose, responsibilities, and work plan.
5. Communicate and coordinate with City staff and consultants to:
 - a. Represent the Task Force's perspective on key issues; and
 - b. Convey information from the Task Force back to the community.
6. As necessary, participate in the Task Force's community outreach efforts.
7. Review and provide comments on draft reports.
8. Provide feedback to the Task Force Chair(s), City staff, and consultants on Task Force process and progress.
9. Make recommendations to the Planning Commission

B. Midtown Planning District Task Force Operating Principles.

1. The Task Force will operate by consensus. All members' positions will be respected and considered, and wherever possible the group will work collaboratively to reach consensus on recommendations.
2. The Task Force will communicate questions, issues and suggestions to its City staff liaison, who will coordinate actions and responses among staff and the Task Force.
3. Task Force meetings will start and end on time.
4. Meeting summaries will be prepared following each meeting, summarizing the issues discussed and the decisions reached. A list of members present will be included in the meeting summary.
5. E-mail communications among Task Force members shall be conveyed to the City staff liaison, to coordinate information sharing among Task Force members. No communication intended to reach a consensus on any issue shall be sent via email.
6. The Task Force will consist of "principals only" - no alternates.

Section 6. Compensation. The Task Force shall serve without compensation.

Section 7. Governing Authority. The City Council is the governing authority of the Task Force and has the discretion and authority to approve (or disapprove) all procedures, processes, actions or recommendations of the Task Force.

Section 8. Compliance with Statute, Ordinances, and Policies. The Task Force shall comply with the Open Public Meetings Act, the Code of Ethics for Municipal Offices, and other applicable laws, ordinances, and City policies.

ACTION ITEM 5b.

Section 9. Organization. The Task Force will select a Chairperson and Vice-Chairperson at its first meeting. The Task Force may create and fill such other offices as it may determine in its discretion. The Vice-Chairperson shall preside in the absence of the Chairperson. The Chairperson and Vice-Chairperson shall be voting members of the Task Force. Meetings of the Task Force shall be guided by *Robert's Rules of Order, 11th Edition*.

Section 10. The Committee will meet as scheduled or needed from March 2020 through December 31, 2020, at which time the City Council will re-evaluate the need to continue. A majority of the members of the Task Force shall constitute a quorum. The Task Force shall keep a written record of its meetings, findings, and determinations, which shall be public record.

Section 11. Voting. An affirmative vote of the majority of all members present shall be necessary to approve any action, decision or matter before the Task Force.

Section 12. Vacancies and Removal of Members. Vacancies occurring shall be filled by the Mayor and confirmed by the City Council. Appointees serve at the pleasure of the City Council and may be removed by majority vote of the Council with or without cause at any time.

Section 13. Staff Support. The Mayor shall assign City staff to support the Task Force assignments.

Section 14. Term. Appointed Task Force members shall serve a term commencing March 17, 2020 and end on December 31, 2020, unless the Task Force is extended beyond December 31, 2020 by action of the City Council, in which case the term shall continue until the Task Force is terminated by the City Council.

Section 15. Effective Date. This Ordinance shall be effective five (5) days after adoption and publication by summary.

ADOPTED by the City Council and **APPROVED** by the Mayor this 18th day of February, 2020.

CITY OF SNOHOMISH

By _____
John T. Kartak, Mayor

ATTEST:

APPROVED AS TO FORM:

By _____
Pat Adams, City Clerk

By _____
Grant K. Weed, City Attorney

Date of Publication: _____

Effective Date: _____

ATTACHMENT B

Midtown Planning District Planning Process Outline

1. City Council ordinance to establish program's parameters and to form Task Force explicitly stating the Task Force's authority. City advertises for applicants. Mayor selects and City Council confirms appointments.
2. Hire consultants
 - a. Staff goes through RFQ process using MRSC roster to select and negotiate professional services agreements for a planning consultant to be Task Force facilitator and design consultant to facilitate visual preference survey and develop design principles/standards.
 - b. City Council authorizes Mayor to sign professional services agreements.
3. Staff starts existing condition inventory looking at:
 - a. Existing land uses.
 - b. Infrastructure capacities (sewer, street, etc.).
 - c. Existing development regulations.
4. **Task Force Meeting #1:**
 - a. Orient Task Force regarding roles and responsibilities.
 - b. Review existing condition inventory.
 - c. Review Snohomish County's market analysis.
 - d. Visioning exercise.
5. **Task Force Meeting #2:** Visual preference survey.
6. Staff/consultants draft new Comprehensive Plan policies (if necessary) and design principles/regulations based on visual preference survey results and other Task Force input.
7. **Task Force Meeting #3:** Review and comment on draft policies, principles and regulations.
8. Staff and consultant meet with Snohomish County staff and consultant to present them with draft policies and design principles/regulations so they can prepare exhibits for Public Open House of how their site conceptually could be developed under those rules.
9. **Public Open House:** Task Forces presents their recommended design principles, Comprehensive Plan policies, and development regulations based on Meeting #3 discussion and County presents design alternatives for their site.
10. **Task Force Meeting #4:**

Discuss input received at Public Open House and County's design alternatives.
Select recommended design principles, development code amendments, and new Comp Plan policies to the Planning Commission.
11. SEPA determination issued based on the Task Force's recommendations.
12. Planning Commission:
 - a. Worksessions (1-2) to review Task Force's recommendations with additional details provided by staff (e.g. design standards, specific code language).
 - b. Public hearing with recommendations to City Council.
13. City Council public hearing to adopt ordinance as recommended by Planning Commission.

ATTACHMENT C

Midtown Planning District Project Tentative Timeline

February

- 4th: City Council discusses outline for resolution to create Midtown Planning District Task Force
- 18th: City Council adopts ordinance creating Midtown Planning District Task Force
- 19th: Application period for Task Force opens

March

- 3rd: City Council approves professional services agreements for a planning consultant to facilitate the Task Force meetings, and an urban design consultant to help develop design principles and standards
- 4th: Application period for Task Force ends
- 17th: City Council approves the appointments of the Task Force members
- 31st: Task Force Meeting #1

April

- 28th: Task Force Meeting #2

May

June

- 9th: Task Force Meeting #3 (could require a continuance to a second date TBD)

July

- 28th: Public Open House

August

- 25th: Task Force Meeting #4

September

- 2nd: Planning Commission worksession

October

- 7th: Planning Commission worksession (if necessary)

November

- 4th: Planning Commission public hearing (could be moved to October 7 if second worksession not necessary)

December

- 1st: City Council public hearing (could be held November 3 or November 17 if Planning Commission public hearing takes place on October 7)

ATTACHMENT D

MIDTOWN PLANNING DISTRICT TASK FORCE SUPPLEMENTAL APPLICATION

APPLICANT INFORMATION

Name:

Are you currently or have you ever been a member of the:

- Planning Commission
- Economic Development Committee
- Design Review Board

Check off areas of expertise or knowledge you have in the following (check all that apply):

- Land use
- Design
- Business operations
- Land development; construction
- Real estate market
- Banks/financing
- Midtown neighborhood residents' perspectives
- Housing affordability
- Environmental sustainability

Briefly describe how you obtained the expertise or knowledge in the areas that you checked above:

APPLICANT COMMITMENT AND AVAILABILITY

Are you willing and able to make your work on the Midtown Planning District Task Force a priority during your term? : Yes : No

Are you able to commit to attend Task Force meetings scheduled for 6-8 p.m., Tuesdays on all of the following dates? : Yes : No

- March 31
- April 28
- June 9
- July 28
- August 25

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CONSENT ITEM 6a.

Date: February 18, 2020

To: City Council

From: John T. Kartak, Mayor

Subject: Confirmation of Appointment to the Public Safety Commission

SUMMARY: This agenda item seeks City Council confirmation of the Mayor's appointment of Stephanie Strom to fill the unexpired term (Position 2) on the Public Safety Commission.

BACKGROUND: The vacancy was created by the election of Public Safety Commissioner Chair Donna Ray to the Snohomish City Council. Ms. Strom's term will begin immediately upon City Council confirmation of the Mayor's appointment, and will fill the balance of Ms. Ray's term, which expires April 18, 2020. At that time, Ms. Strom may request appointment to a full term.

The Commission acts in an advisory capacity to the Chief of Police. The Commission reviews law enforcement priorities, the coordination of Neighborhood Watch, and related public safety matters. The Commission's membership consists of residents of the City or owners of businesses located within the corporate City limits.

The City wishes to acknowledge Ms. Ray's contributions to the Public Safety Commission, where she has served since August 2016.

ANALYSIS: Pursuant to SMC 2.16.020, Mayor Kartak requests City Council confirmation of his appointment of Stephanie Strom to fill the unexpired term of Position 2 of the Public Safety Commission.

BUDGETARY IMPACTS: None

STRATEGIC PLAN REFERENCE: Not applicable

COMPREHENSIVE PLAN REFERENCE: Not applicable

RECOMMENDATION: That the City Council **CONFIRM** the appointment of Stephanie Strom to the Public Safety Commission Position 2, effective immediately.

ATTACHMENT: Public Safety Commission application from Stephanie Strom

REFERENCE: [SMC 2.06 – Uniform Policies for Boards and Commissions](#)

ATTACHMENT

Advisory Board Application

Application for which Board:	Public Safety Commission
Name:	Stephanie Strom
Address:	[REDACTED]
Home Phone:	[REDACTED]
Cell:	[REDACTED]
Work #:	<i>Field not completed.</i>
e-mail:	[REDACTED]
City Resident:	Yes
How long?	32 years
Urban Growth Area Resident:	Yes
How long?	32 years
Please list any previous City appointments or offices:	none
Other Community affiliations or activities you feel would be a benefit to this position:	Employed as safety professional at Snohomish County PUD certified first aid trainer certified facilitator self defense coach and trainer
Why are you interested in serving on this advisory board?	First, I am a long time Snohomish resident (30+ years) who cares deeply about my community. Additionally, I have worked in occupational safety for 12 years and have become passionate about helping people prepare and respond to hazards and emergencies. Not only am I an active safety professional, I work for a public entity (Snohomish County PUD) where the commitment to the safety of citizens and the community is our first priority. Prior to working for the public utility, I worked for the University of Washington as a state employee committed to serving the community through education programs.

CONSENT ITEM 6a.

And, quite frankly, it's time. I am in a place personally and professionally where I can give back to my community. I have spent my career in areas that can help further a public safety mission – communication, education, team facilitator, safety. My youngest is in college allowing me opportunity to dedicate time to the community I am rooted in and deeply care for.

What talents or experience would you bring to the position?

My entire career has involved communication, organization and participating on teams and advisory boards. Previously in higher education at the University of Washington and more currently in Safety and Snohomish County PUD. There really isn't anything more important than an individual's health and safety. I bring the ability to work with teams and people to not only determine needs but help them achieve goals efficiently. I am aware of how challenging it can be accomplishing things in a bureaucracy with diverse stakeholders.

What are your primary interests in City Government and City Services?

When I think of public safety, I go straight to emergency and disaster preparedness. At the PUD we spend a significant amount of time preparing for emergencies, large and small. A well-prepared citizenry aids in disaster by freeing up government to focus on infrastructure priorities and keeping government functioning. I am very focused and experienced in assessing communication and training needs and facilitating teams focused on implementing initiatives and change. The Public Safety Commission could be tasked with helping the City determine gaps in disaster and emergency preparation and needs for community members.

Please relate any special goals you may have for the City:

I believe people can be persuaded and empowered to be prepared for accidents and emergencies if tools and information are made available. If people know what to expect in an emergency and resources are made available for them to prepare it can help recovery efforts significantly and potentially save lives. I am a certified first aid trainer where I teach people skills to help when someone is injured until emergency responders arrive. Help is usually on the way so we give them what they need to ease the situation until it arrives. The same can apply to disasters and emergencies. I think providing training opportunities (examples: CERT, first aid, bleeding control, active shooter, self-defense, etc.) and disaster preparedness can help government and citizens be prepared for crisis.

CONSENT ITEM 6a.

Any other comments or information you wish to provide for Mayor and Council consideration:

Thank you for considering my application to become a member of the Public Safety Commission. Personally and professionally, I am well positioned to help the Mayor, City Council and city staff to continue to provide a safe community. I have worked on safety during storm restoration and with our disaster planning group at the PUD to assure quick restoration of services and business continuity plans are solid. My passion is helping people be prepared and stay safe.

Signature:

Stephanie Strom

Date:

1/17/20

CONSENT ITEM 6b.

Schedule of Checks for the Checks Issued Since the February 4, 2020 Meeting

Name	Check #	Invoice #	Check Date	Description	Amount	Vendor Total
John Kartak						\$292.79
72403	Expense Report 013020		02/5/2020	Lodging for Olympia Trip	\$292.79	
Accord Contractors, LLC						\$186,117.56
72404	Carnegie PE #1		02/11/2020	Carnegie Project	\$176,811.68	
72405	PE #1 Retainage		02/11/2020	Carnegie Project - Retainage	\$9,305.88	
Ace Equipment Rentals						\$330.33
72406	87196		02/11/2020	Boom Lift Rental	\$330.33	
Allstream						\$74.54
72407	16628289		02/11/2020	Analog Line for PD Security Alarm System	\$74.54	
Alpha Courier Service						\$24.20
72408	20720		02/11/2020	Lab Samples Courier	\$24.20	
Alpine Products Inc.						\$871.10
72409	TM-192142		02/11/2020	Paints	\$871.10	
Automatic Funds Transfer Services, Inc						\$909.09
72410	113911		02/11/2020	Printing January 2020 Billing	\$909.09	
Brennan Collins						\$106.19
72411	Expense Report 020420		02/11/2020	All Staff Meeting Refreshments	\$106.19	
Central Welding Supply Inc.						\$18.06
72412	RN01200999		02/11/2020	Acetylene	\$18.06	
City of Snohomish						\$1,000.00
72413	INV-00000425		02/11/2020	BLA20-0007 Boys & Girls Club App	\$1,000.00	
Code Publishing Inc						\$294.18
72414	65767		02/11/2020	SMC Distribution	\$176.79	
	66012			Code Publishing	\$117.39	
Core & Main LP						\$13,745.83
72415	L709451		02/11/2020	Meter Reading Equipment	\$4,506.68	
	L725636			Resetters	\$1,306.43	
	L830380			Meters & Antennas	\$2,166.65	
	L830406			Meter Setter Ball Valve & Dual Check	\$1,402.43	
	L867958			Meters	\$2,181.82	
	L867970			Meters	\$2,181.82	
Edge Analytical						\$1,156.00
72416	20-01338		02/11/2020	Stage 2 Disinfection by Product Samples	\$1,156.00	
Federal Express Corp.						\$68.76
72417	6-913-60449		02/11/2020	HR Shipping Charges	\$68.76	
Frontier						\$405.14
72418	602175 020120		02/11/2020	360-189-0002-060217-5 Multiple Phone Lines	\$405.14	
Goble Sampson Associates Inc						\$288.34
72419	BINV0008119		02/11/2020	Bushings	\$288.34	

CONSENT ITEM 6b.

Schedule of Checks for the Checks Issued Since the February 4, 2020 Meeting

Name	Check #	Invoice #	Check Date	Description	Amount	Vendor Total
Grainger Inc.						\$15.62
72420	9429033716		02/11/2020	Desk Keys	\$15.62	
Granite Construction Supply						\$2,666.78
72421	262_00079848		02/11/2020	14' Sign Posts	\$329.40	
	262_00079883			Sign Order from Night Time Visibility Study	\$2,337.38	
Gray & Osborne, Inc.						\$318.72
72422	20421.00-1		02/11/2020	2020 On-Call Stormwater Engineering Services	\$228.24	
	20422.00-1			2020 On-Call Water/Sewer Services	\$90.48	
Herc Rentals Inc						\$2,240.85
72423	31279981-001		02/11/2020	Dump Truck Rental	\$2,240.85	
Inland Environmental Resources, Inc.						\$8,722.90
72424	2020-1126		02/11/2020	Magnesium Hydroxide	\$8,722.90	
J Thayer Company						\$64.78
72425	1427945-0		02/11/2020	File Folders	\$64.78	
James Mills						\$3,781.60
72426	010220		02/11/2020	LEOFF I Medical Reimbursement 11/2019-01/2020	\$415.60	
	011020			LEOFF I Dental Reimbursement 09/23/2019	\$98.00	
	012720			LEOFF I Dental Reimbursement 12/02/2019	\$3,268.00	
Jones Chemicals Inc						\$3,118.49
72427	812444		02/11/2020	Cl2/SO2	\$4,318.44	
	812482			Credit for Container Return	(\$1,199.95)	
Judith Kuleta						\$376.23
72428	Expense Report 013020		02/11/2020	Lodging, Meal & Mileage for Olympia	\$376.23	
Kelley Connect						\$300.09
72429	IN629197		02/11/2020	City Hall Copier Machine	\$300.09	
Lakeside Industries						\$817.74
72430	114153		02/11/2020	Cold Mix	\$817.74	
MacLeod Reckord, PLLC						\$10,206.97
72431	INV-8496		02/11/2020	2nd Street Design & Planning	\$10,206.97	
Michael Lively						\$415.60
72432	010220		02/11/2020	LEOFF I Medical Reimbursement 11/2019-01/2020	\$415.60	
NC Power Systems						\$72,889.00
72433	E3100101		02/11/2020	QX125 Gen Set	\$72,889.00	
NW Corrosion Engineering						\$500.00
72434	2219		02/11/2020	N Zone Cathodic Protection Inspection	\$500.00	
Pacific Power Batteries						\$58.91
72435	17118592		02/11/2020	Battery Recycle	\$58.91	
Pitney Bowes						\$246.88
72436	1014960439		02/11/2020	Ink Cartridges for Postage Meter	\$246.88	

CONSENT ITEM 6b.

Schedule of Checks for the Checks Issued Since the February 4, 2020 Meeting

Name	Check #	Invoice #	Check Date	Description	Amount	Vendor Total
Platt Electric Supply						
72437	0B57756		02/11/2020	Replacement Lamps for Senior Center & City Hall	\$536.75	\$1,023.03
	0B72174			Replacement Lights for Senior Center	\$458.12	
	0C25879			Transformer for Downtown Restrooms	\$28.16	
Puget Sound Energy						
72438	228364 020620		02/11/2020	200011228364 Hill Park LS PSE	\$40.52	\$368.26
	228570 020620			200011228570 Champagne LS PSE	\$42.73	
	229248 020620			200011229248 Clarkes Pond LS PSE	\$100.96	
	562024 020620			200007562024 Lincoln LS PSE	\$85.27	
	797589 020620			200022797589 Commercial LS PSE	\$85.27	
	997032 020620			220003997032 Shadowood LS PSE	\$13.51	
Rubatino Refuse Removal Inc						
72439	30812571		02/11/2020	Drop Box Rental	\$139.16	\$139.16
Schluter Water System						
72440	012120	Emergency Assessment	02/11/2020	Emergency Assessment	\$1,000.00	\$1,000.00
Selective Tree Removal						
72441	012920		02/11/2020	Tree Removal Service	\$1,785.70	\$1,785.70
Sherwin-Williams						
72442	1059-1		02/11/2020	Paint for City Hall Archive Room	\$203.00	\$654.86
	1206-8			Paint for City Hall Archive Room	\$451.86	
Shred-It USA, Inc						
72443	8128979716		02/11/2020	Shred Docs (PD) Jan 2020	\$89.52	\$89.52
Smarsh, Inc						
72444	INV00574457		02/11/2020	City Text Messages & Social Media Archival Solution	\$516.90	\$516.90
Snomish Auto Parts						
72445	599902		02/11/2020	LED Light	\$9.30	\$143.88
	601492			Booster Cable EP224	\$113.12	
	601666			Pipe/Fitting	\$5.96	
	601730			Switches EP127	\$15.50	
Snomish County 911						
72446	2215		02/11/2020	Dispatch Services	\$12,532.93	\$12,532.93
Snomish County Department of Public Works						
72447	I000524884		02/11/2020	Signal Maintenance	\$1,092.61	\$1,092.61
Snomish County Finance Department						
72448	I000525214		02/11/2020	800 MHZ P2 2020 Capital Costs	\$53,094.00	\$53,094.00
Snomish County Public Defender Association						
72449	2995		02/11/2020	Indigent Defense Services	\$10,285.31	\$10,285.31
Snomish County Public Works Solid Waste						
72450	I000525468		02/11/2020	Vactor Grit	\$208.00	\$208.00
Snomish County PUD						
72451	105274819		02/11/2020	205478688 Signal	\$90.80	\$16,031.39
	108579950			200205045 Lincoln LS PUD	\$113.42	

CONSENT ITEM 6b.

Schedule of Checks for the Checks Issued Since the February 4, 2020 Meeting

Name	Check #	Invoice #	Check Date	Description	Amount	Vendor Total
	108581023		200092427	Lighting	\$67.04	
	108581024		200104727	Rainier LS PUD	\$820.78	
	111880335		200611275	Commercial LS PUD	\$44.41	
	111880336		200664712	Pilchuck Park	\$145.14	
	115179323		201377579	Signal	\$40.24	
	115183366		201016185	Hill Park LS PUD	\$92.30	
	118500927		202518510	Signal	\$54.20	
	125134887		202011334	Hill Park Large Shelter	\$75.54	
	125136453		202894762	Lighting	\$74.61	
	128416152		200967909	Lighting	\$53.96	
	131720181		201377587	Signal	\$23.49	
	131721161		202184024	Casino LS PUD	\$249.51	
	135029683		201365467	WTP	\$297.38	
	135031756		202882064	Lighting	\$4,220.42	
	135031757		202882080	Lighting	\$275.52	
	135032114		220173033	Lighting	\$51.81	
	135032699		203505128	Hill Park Lower Shelter	\$14.31	
	138237842		200963296	Ferguson LS PUD	\$186.99	
	138242172		203168588	Lighting	\$31.59	
	141550720		202670683	Lighting	\$1,100.01	
	144889783		202404505	10th & Ave D Signal	\$50.47	
	148172408		201965522	Bonneville LS PUD	\$25.58	
	148175178		201448438	Ped Signal	\$24.02	
	148176837		202511838	Lighting	\$15.45	
	154725231		204717656	Lighting	\$47.76	
	154725863		201054848	Champagne LS PUD	\$171.75	
	161101006		220318612	Round-a-bout Lighting	\$127.37	
72452	1900066834		02/11/2020	30000534 January 2020 Intertie Water	\$7,445.52	
Snohomish County Sheriff's Office						\$232,013.00
72453	1000523627		02/11/2020	Dec 2019 Law Enforcement Services	\$232,013.00	
Snohomish County Sheriff's Office Corrections						\$351.36
72454	2019-6173		02/11/2020	December 2019 Jail Med	\$351.36	
Snohomish Senior Center						\$1,000.00
72455	20-003		02/11/2020	Senior Center Monthly	\$1,000.00	
Sound Equipment Rental and Sales						\$2,339.99
72456	17916		02/11/2020	Excavator Rental	\$1,343.16	
	17925			Roller Rental	\$996.83	
Sound Publishing						\$1,107.00
72457	7967645		02/11/2020	Council Agenda Publication	\$1,107.00	
Sounder Diving, LLC						\$2,129.40
72458	106		02/11/2020	Emergency Diver Needed to Lift Lagoon 4 Gate	\$2,129.40	
Staples Advantage						\$91.38
72459	3438291965		02/11/2020	Office Supplies - Mayor	\$57.99	
	3438291967			Keyboard Wrist Rest Pad	\$33.39	
The Part Works, Inc.						\$118.07
72460	INV52324		02/11/2020	Hill Park	\$118.07	

CONSENT ITEM 6b.

Schedule of Checks for the Checks Issued Since the February 4, 2020 Meeting

Name	Check #	Invoice #	Check Date	Description	Amount	Vendor Total
Traffic Safety Supply Co						\$557.29
72461	INV022766		02/11/2020	Sign Parts	\$557.29	
Tyler Enterprises						\$100.00
72462	010620		02/11/2020	January 2020 Inspection Services	\$100.00	
Uline						\$46.57
72463	116298215		02/11/2020	Green Flags	\$46.57	
United Site Services						\$139.04
72464	114-9803047		02/11/2020	Ferguson Park Porta Potty Rental	\$139.04	
UPS Store						\$10.95
72465	1528		02/11/2020	Return Postage - Video	\$10.95	
US Bank CPS						\$5,713.05
72466	DA Comcast 731347 010220		02/11/2020	2nd & D Camera	\$140.05	
	DA Comcast 741668 010720			Bickford Camera	\$130.01	
	DBr APA 1061549			2020 APA Renewal	\$258.00	
	DBr MRSC 4Z4GRS			Annual Financial Reporting Workshop	\$125.00	
	DL Home Depot 0614626			Conduit	\$11.59	
	DL Home Depot 1614516			PVC Plug	\$1.05	
	DL Home Depot 9614664			Adapters & Conduit	\$10.28	
	DL Shutterfly 8000012			Poster	\$22.07	
	DLg ACCIS 46602597			ACCIS Membership Renewal	\$75.00	
	DLg Comcast 047405 011220			PD Cable Services 01/2320-02/22/20	\$49.80	
	DLg Comcast 482016 120119			City Hall Internet Services	\$151.22	
	DLg Corel CSS5790817			Corel Media Creation Software Renewal	\$162.00	
	FS Home Depot 1141559			Cable Ties	\$18.14	
	GP AWC 80974			AWCPD Membership Dues	\$100.00	
	JH Home Depot 0014025			Ferguson Park Supplies	\$104.83	
	JH Home Depot 4511051			Ferguson Restroom Supplies	\$42.30	
	JH Home Depot 8510738			Ferguson Restroom Supplies	\$45.53	
	JH McDaniels 020864			Hill/Ferguson Restrooms Supplies	\$31.17	
	JH McDaniels 062478			Senior Center Supplies	\$16.37	
	JH McDaniels 069272			Ferguson Park Supplies	\$40.93	
	JH McDaniels 071830			Stock	\$80.86	
	JK AWC 79900			Parliamentary Procedure Seminar	\$75.00	
	JK AWC 80954			Mayors Exchange 2020	\$50.00	
	JK EASC 5702-1922			2020 Economic Forecast	\$40.00	
	JK Expedia 942894830			Flight Cancellation Insurance	\$24.00	
	JK NLC 3209			2020 NLC Congressional City Conference	\$580.00	
	JK United EXJPZJ			Flight to WA DC	\$334.40	
	JP ABC-NV 204879			Cole - CCS Test	\$100.00	
	JP GRCC 199578			Construction Inspection for H2O Util - deLeuw	\$180.00	
	JP McDaniels 090469			Fasteners	\$24.90	
	LB Amazon 0449032			Pants (4 Pairs) - Dannie	\$188.59	
	LB Amazon 09378			Prime Renewal	\$129.95	
	LB Amazon 2149008			CAT5 Plugs and Mouse Pad	\$49.93	
	LB Amazon 2522668			WypAll Towels	\$82.16	
	PA Haggen 011694			February Wellness Activity	\$32.94	
	PA MRSC 795LZD			PRA Training - Whitson	\$125.00	
	RK Sno Co-op 29736			Unleaded Fuel for Sander	\$19.59	
	SC Home Depot 4134936			Paint Supplies for City Hall	\$153.56	
	SC McDaniels 084571			Safety Masks for Painting	\$10.91	
	SC McDaniels 927537			Masks for Painting	\$43.67	

CONSENT ITEM 6b.

Schedule of Checks for the Checks Issued Since the February 4, 2020 Meeting

Name	Check #	Invoice #	Check Date	Description	Amount	Vendor Total
		SS Collector's Choice 210059		SCT MAG Meeting Lunch	\$23.00	
		SS Mercato 6625		AWC Action Day Dinner (5 individuals)	\$146.07	
		SS Red Lion 370452		AWC Action Day Hotel (3 individuals)	\$439.47	
		SS Shell 289165		Fuel for EP12	\$25.72	
		WP EASC 1834-9997		Economic Alliance Meeting	\$40.00	
		WP Facebook LJYY6RA4E2		Advertising for EconDev Events	\$32.82	
		WP Jared Burns 834		Council and Staff Pictures	\$723.25	
		WP Looking Glass 000517		Coffee with the Mayor	\$21.29	
		WP Meetup US2020-7760		Meetup Platform Subscription	\$75.63	
		WP SCC Mtg 12120		Sno Chamber of Commerce Meeting Jan 21, 2020	\$15.00	
		WP SCC Mtg Ad 012120		Sno Chamber of Commerce Meeting Ad	\$5.00	
		YM Sno Cty Recording 086452		Carnegie BLA & Nelson Drainage Easement Recording	\$305.00	
VOID						\$0.00
72467			02/11/2020		\$0.00	
Usa Bluebook Inc						\$280.69
72468	128146		02/11/2020	Lab Supplies	\$280.69	
Utilities Underground Location						\$104.49
72469	0010226		02/11/2020	January 2020 Locates	\$104.49	
VanNess Feldmen LLP						\$3,697.50
72470	418599		02/11/2020	Water Sys Study	\$3,697.50	
Verizon Wireless						\$2,574.42
72471	9845717013		02/11/2020	Cell Phones	\$2,574.42	
Voyager						\$3,611.67
72472	869344283005		02/11/2020	Fleet Fuel - January 2020	\$3,611.67	
Washington State Department of Enterprise Services						\$167.08
72473	73196237		02/11/2020	Business Cards - Council, Collins & Whitson	\$167.08	
Washington State Patrol						\$132.50
72474	I20004982		02/11/2020	Jan 2020 CPL Fingerprints	\$132.50	
Washington Tractor						\$40.33
72475	1992897		02/11/2020	Pole Saw Parts	\$40.33	
WAVE						\$1,103.70
72476	103950001-0007152		02/11/2020	City Hall Internet & Phone Services	\$1,103.70	
Weed, Graafstra & Associates, Inc. P.S.						\$10,718.55
72477	225.253.23		02/11/2020	Attorney Litigation Fees & City Attorney Fees	\$10,718.55	
Western Facilities Supply Inc						\$4,519.11
72478	032046		02/11/2020	Supplies - Tissue, Garbage Bags, Hand Soap	\$4,519.11	
Whistle Workwear						\$745.96
72479	TR-507745		02/11/2020	Pants - Frank	\$222.29	
	TR-507746			Pants - Duane	\$207.47	
	TR-507747			Boots - Frank	\$158.10	
	TR-507748			Boots - Duane	\$158.10	

CONSENT ITEM 6b.

Schedule of Checks for the Checks Issued Since the February 4, 2020 Meeting

Name	Check #	Invoice #	Check Date	Description	Amount	Vendor Total
Xerox Corporation						\$525.76
72480	099434832		02/11/2020	Public Works Shop Printer	\$131.88	
	099434833			City Hall New Addition Area Printer	\$122.00	
	099434835			Engineering Printer	\$143.86	
	099434836			Permit Counter Printer	\$51.11	
	099434837			Public Works Shop Printer	\$57.80	
	099434838			Engineering Copier	\$19.11	
					TOTAL	\$685,347.68

I hereby certify that the goods and services charged on the vouchers listed below have been furnished to the best of my knowledge. I further certify the claims below to be valid and correct.

Finance Director

WE, the undersigned Councilmembers of the City of Snohomish, Washington, do hereby certify that the claim warrants #72403 through #72480 in the total amount of \$685,347.68 through February 11, 2020 are approved for payment on February 18, 2020.

Mayor

Councilmember

Councilmember

Councilmember