



CITY OF SNOHOMISH

P.O. BOX 1589 | SNOHOMISH, WASHINGTON 98291 | (360) 568-3115 | WWW.SNOHOMISHWA.GOV

NOTICE OF REGULAR MEETING

SNOHOMISH CITY COUNCIL

**TUESDAY
June 16, 2020
6:00 p.m.**

AGENDA ON NEXT PAGE

Remote On-Line/Phone Access ONLY Via “Zoom”:

Pursuant to City of Snohomish’s **Resolution 1408** adopting procedures for holding public meetings consistent with State law, and in accordance with the Governor’s Proclamation 20-25, “Stay Home Stay Healthy” order to reduce the risk of exposure and the spread of contagious viruses through social interactions, the June 16, 2020 regular meeting of the City Council will be held utilizing remote access. The public is invited and encouraged to participate by calling in and listening to the live meeting, or by accessing the audio recording that will be made available afterward. Instructions for calling into the live meeting are provided below.

To access the ONLINE Zoom remote meeting, please use the following link (external/internal speakers required): <https://us02web.zoom.us/j/82746681423>

Meeting ID: 827 4668 1423

To PHONE-IN without a computer, or if your computer does not have an audio feature, dial:

+1 253 215 8782 or
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YOU WILL BE PROMPTED TO ENTER THE MEETING ID# --

Meeting ID: 827 4668 1423

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CITY OF SNOHOMISH

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NOTICE OF REGULAR MEETING

SNOHOMISH CITY COUNCIL

Remote On-Line/Phone Access ONLY Via "Zoom"

TUESDAY
June 16, 2020
6:00 p.m.

AGENDA

*Estimated
time*

- 6:00 1. **CALL TO ORDER:**
 - a. Roll Call
 - b. Pledge of Allegiance
- 2. **INTRODUCTORY REMARKS BY MAYOR JOHN T. KARTAK**
- 3. **APPROVE AGENDA** contents and order*
 - * *Proposal to amend standard order of business as shown below*
- 4. **APPROVE MINUTES** of the following meetings:
 - a. June 2, 2020 Workshop (P.5)
 - b. June 2, 2020 Regular Meeting (P.7)
 - c. June 3, 2020 Emergency Meeting (P.10)
 - d. June 4, 2020 Special Meeting (P.13)
- 6:10 12. **COUNCIL PRESIDENT’S COMMENTS** (**Proposed to go after Item 4. Approve Minutes*): Updates from June 4 “Statement Against Racism” and Related Follow-up Actions
- 6:20 11. **COUNCILMEMBER COMMENTS** (**Proposed to go after Item 4. Approve Minutes*): Updates from June 4 “Statement Against Racism” and Related Follow-up Actions
- 6:30 5. **PRESENTATION:** Introduce Interim Police Chief Robert Palmer
- 6:35 6. **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.*

**** Continued Next Page ****

7. **ACTION ITEMS:**
- 7:05 a. SEPA Categorical Exemptions Flexible Thresholds - **ADOPT** Ordinance 2399 (P.17)
- 7:20 b. Lodging Tax Advisory Committee (LTAC) Recommendation (P.27)
- 7:25 8. **DISCUSSION ITEM:** Current Economic Approach and June 23 Workshop Agenda (P.29)
- 8:05 9. **CONSENT ITEM: AUTHORIZE** payment of claim warrants #72968 through #73013 in the amount of \$135,460.12, issued since the last regular meeting. (P.43)
- 8:10 10. **OTHER BUSINESS/INFORMATION ITEMS**
- ~~11. **COUNCIL MEMBER COMMENTS/LIAISON REPORTS** (Proposed to go after Item 4. Approve Minutes)~~
- ~~12. **COUNCIL PRESIDENT'S ITEMS/REPORTS** (Proposed to go after Item 4. Approve Minutes)~~
- ~~13. **CITY ADMINISTRATOR'S COMMENTS**~~
- 8:20 14. **MAYOR'S COMMENTS**
- 8:25 15. **EXECUTIVE SESSION:** Performance of a Public Employee, pursuant to RCW 42.30.110(1)(g)
- 8:40 16. **RECONVENE and ADJOURN**

NEXT MEETING: Workshop on Tuesday, June 23, 2020, at 5:00 p.m., at a location to be determined.

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.

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**Snohomish City Council Workshop Minutes
June 2, 2020**

1. **CALL TO ORDER:** Mayor Kartak called the Snohomish City Council Workshop to order at 5:00 p.m., Tuesday, June 2, 2020.

COUNCILMEMBERS/MAYOR PRESENT

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

STAFF PRESENT

Pat Adams, City Clerk and Human Resources Manager
Debbie Burton, Finance Director
Glen Pickus, Planning Director
Wendy Poischbeg, Economic Development and Communications Manager
Steve Schuller, City Administrator and Utility General Manager

NOTE: Due to the COVID-19 declared federal, state and local emergency, and pursuant to Governor Inslee's Proclamations 20-05 and 20-28, the Snohomish City Council held its workshop meeting via remote participation.

2. **DISCUSSION ITEM:**

- a. 2021-2022 Budget - Strategic Planning and Goal Setting

Council President Sanders and Councilmember Merrill recapped the discussion from the last Council meeting, and the list of goals the Councilmembers developed at that time. They requested input from the Council regarding any new goals which should be discussed and added to the existing list.

Councilmember Ray requested Environmental Policy and Transportation be added, and suggested a three Councilmember committee be established to address issues related to the City's volunteer Boards and Commissions.

Councilmember Kuleta commented on options for the Council to address the current COVID-19 pandemic and ensuing economic impacts, and how that could combine with the bigger picture of building public trust through communication and community involvement.

Council President Sanders indicated his primary focus was the economy and business revitalization, and stated in light of current events, there should be added focus on public safety.

Councilmember Merrill also spoke to current issues and how they relate to goals concerning communication and community involvement, and shared his primary focus on economic factors and infrastructure.

Councilmember Dana remarked he had nothing to add to the list, and reminded Council goals are being set for the future and not just around immediate events.

Councilmember Countryman noted he would write his thoughts out and submit them to the Council, but had nothing to add to the list of goals. He stated his main focus was on

AGENDA ITEM 4a.

annexation, which would increase the population, thereby helping economic development.

Councilmember Redmon suggested looking to enhance a relationship with groups such as Snohomish Affordable Housing Group and to help obtain funding to construct affordable housing.

Councilmember Merrill commented on the northern UGA parcels, and extending utilities to that area which could help establish infrastructure for affordable housing. Mr. Schuller concurred, stating that type of infrastructure could take a few years, in which case, Council may also want to consider zoning amendments.

Council President Sanders stated the next step in setting goals would be for each Councilmember to identify their top priorities from the list. The Council discussed the goals in terms of a Strategic Plan.

b. Strategic Plan and Current Economic Approach

Mr. Schuller gave a brief background on the City's Strategic Plan, and explained how it could help Snohomish residents understand why certain actions are undertaken.

The Council discussed the benefits of having a measurable, yet flexible Strategic Plan and directed staff to begin looking at details to move forward.

3. **ADJOURN** Workshop at 5:51 p.m. and **CONVENE** into Regular Meeting

APPROVED this 16th day of June 2020

CITY OF SNOHOMISH

ATTEST:

John Kartak, Mayor

Pat Adams, City Clerk

**Snohomish City Council Meeting Minutes
June 2, 2020**

1. **CALL TO ORDER:** Mayor Kartak called the Snohomish City Council regular meeting to order at 6:00 p.m., Tuesday, June 2, 2020.

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, City Clerk and HR Manager
Debbie Burton, Finance Director
Emily Guildner, City Attorney's Office
Glen Pickus, Planning Director
Wendy Poischbeg, Economic Development and
Communications Manager
Keith Rogers, Police Chief
Steve Schuller, City Administrator and
Utility General Manager
Grant Weed, City Attorney
Brandi Whitson, Administrative Assistant

NOTE: Due to the COVID-19 declared federal, state and local emergency, and pursuant to Governor Inslee's Proclamations 20-05 and 20-28, the Snohomish City Council held its meeting via remote participation.

2. **INTRODUCTORY REMARKS BY MAYOR JOHN T. KARTAK.** Mayor Kartak provided a statement regarding the necessity to conduct the remote meeting due to the COVID-19 pandemic, and reviewed additional emergency restrictions currently in place.
3. **APPROVE AGENDA** contents and order

The Mayor called for a motion to amend the standard order of business to move Item 7. Other Business/Information before Item 5. Citizen Comments, to allow Citizen Comments, Councilmember and Mayor Comments, and remove all other items as stricken from tonight's agenda.

MOTION by Sanders, second by Ray to amend the standard order of business to move Item 7. Other Business/Information before Item 5. Citizen Comments, to allow Citizen Comments, Councilmember and Mayor Comments, and remove all other items as stricken from tonight's agenda. The motion passed unanimously (7-0).

4. **APPROVE MINUTES** of the May 19, 2020 workshop and regular meeting.

MOTION by Sanders, second by Redmon to approve the minutes of the May 19, 2020 workshop and regular meeting. The motion passed unanimously (7-0).

7. **OTHER BUSINESS/INFORMATION ITEMS** (*moved at beginning of meeting*): Update on Recent Events

Council President Sanders updated the public on the events of the past few days. He advised citizens' comments will be heard, but the Council will be unable to answer all questions at this time, due to aspects of these events being subject to investigation.

AGENDA ITEM 4b.

Police Chief Rogers provided a recap of events beginning Saturday, May 30, as well as describing ensuing decisions and actions, including ongoing investigations. Chief Rogers thanked neighboring police departments, Washington State Patrol, and the Washington State Liquor and Cannabis Board for their assistance.

Councilmembers provided feedback and thanked Chief Rogers for the information. Several questioned the acquisition and consumption of alcohol along First Street by those seen carrying guns, to which Chief Rogers advised investigations are active.

Mr. Weed remarked on First Amendment rights, as well as noting Washington is an open carry state.

5. CITIZEN COMMENTS

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

Citizen Comments: Ms. Adams read aloud five (5) written comments, and fifty-four (54) citizens provided oral comments, all regarding the protests and events of the past four days.

Citizen Comments: Closed

9. **COUNCIL PRESIDENT'S ITEMS/REPORTS**: Council President Sanders requested his remarks be made at this time. He acknowledged and thanked all the citizens that provided comment, apologized for, and denounced events of the past weekend and questioned his role as a leader in the community. He conveyed his commitment to working with the Council and leadership teams to develop a course of action in response to recent events.

6. **CONSENT ITEM: AUTHORIZE** payment of claim warrants #72885 through #72956 in the amount of \$1,079,352.64 and payroll checks #70117 through #72967 in the amount of \$450,198.54 issued since the last regular meeting

MOTION by Merrill, second by Redmon to PASS the Consent Items. The motion passed unanimously (7-0).

11. **MAYOR COMMENTS** Mayor Kartak provided comment at this point in the meeting, and thanked all the citizens who spoke, and read aloud his previously published statement.

7. **OTHER BUSINESS/INFORMATION ITEMS**: *Item moved to go after Approval of Minutes and before Citizen Comments (between Agenda Items 4 and 5) at beginning of meeting*

Mr. Schuller suggested, given the course of the meeting tonight, that the City Council recess to Executive Session rather than reconvening the workshop discussion. He requested Council's input on the proposal, to which the Council advised they would like to comment.

8. COUNCILMEMBER COMMENTS/LIAISON REPORTS

Councilmember Ray thanked all the speakers, stating she shares their views, does not condone racism nor the behaviors occurring on First Street, and feels the City needs to take a stronger stance on these issues. She believes City leaders have it within themselves to better serve the community, and encouraged citizens to continue to comment.

AGENDA ITEM 4b.

Councilmember Kuleta attended Saturday's protest and enjoyed gathering with the community in an open conversation. However, on Sunday, the presence of armed individuals consuming alcohol along First Street was extremely upsetting. She noted these individuals stole the narrative of what was previously achieved by the peaceful protests. She pressed the Council to do more, and take definitive action to demonstrate that Resolution 1389 is not just a piece of paper.

Councilmember Redmon recognized each commenter by name, apologized for not doing better as a leader, and promised future action and not just words. She voiced concern at the presence of militia-type people on First Street, apologized that citizens did not feel safe in their own community, and implored for change and action from the City's leaders.

Councilmember Merrill thanked all who spoke and acknowledged their courage in speaking out. He apologized for not having the words to express the immense impact the comments made upon him, but promised to make it known that white supremacy and racism are not welcome in Snohomish.

Councilmember Dana suggested the Council take time to reflect on all the comments provided, and develop a work plan for themselves, as well as the community. The events along First Street brought to light how serious the issues are, and he is committed to developing a process to resolve them.

10. **CITY ADMINISTRATOR'S COMMENTS** *(Item removed from agenda at beginning of meeting)*

12. **EXECUTIVE SESSION:**

MOTION by Ray, second by Sanders to continue the Workshop at a later date, and recess the regular meeting to Executive Session to discuss potential litigation and legal risks of a proposed action or current practice, pursuant to RCW 42.30.110(1)(i), with possible action to follow. Motion passed unanimously (7-0).

The Council recessed to Executive Session at 9:32 p.m. for 45 minutes, with no action to follow.

13. **RECONVENE and ADJOURN:** The regular meeting reconvened and adjourned at 10:17 p.m.

APPROVED this 16th day of June, 2020.

CITY OF SNOHOMISH

ATTEST:

John T. Kartak, Mayor

Pat Adams, City Clerk

**Snohomish City Council Emergency Meeting Minutes
June 3, 2020**

1. **CALL TO ORDER:** Mayor Kartak called the Snohomish City Council emergency meeting to order at 11:00 a.m., Wednesday, June 3, 2020.

COUNCILMEMBERS/MAYOR PRESENT

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

STAFF PRESENT

Pat Adams, City Clerk and HR Manager
Steve Schuller, City Administrator and
Utility General Manager
Grant Weed, City Attorney

COUNCILMEMBERS ABSENT

Larry Countryman
Steve Dana

NOTE: Due to the COVID-19 declared federal, state and local emergency, and pursuant to Governor Inslee's Proclamations 20-05 and 20-28, the Snohomish City Council held its meeting via remote participation.

2. **INTRODUCTORY REMARKS:** City Attorney Grant Weed explained the basis for calling an emergency meeting, and suggested the following findings:

Whereas, on May 25, 2020, George Floyd, an African-American, was suffocated to death in Minneapolis, by a white police officer kneeling on his neck for several minutes; and,

Whereas, this death and Mr. Floyd's pleas for air were caught on video that has since become viral; and,

Whereas, every day since the video was released, protestors across the United States have come out in support of the Black Lives Matter movement; and,

Whereas, in addition to the protests against police brutality, numerous violent and destructive protests have broken out in Washington State and across the country; and,

Whereas, locally, riots have broken out in Seattle and Bellevue, causing damage to persons and property; and,

Whereas, on May 30, 2020, Snohomish for Equity posted a peaceful demonstration supporting Black Lives Matter at Second Street and Avenue D in Snohomish; and,

Whereas, on May 31, 2020, rumors of a violent riot targeting First Street, unrelated to the peaceful Black Lives Matter protests, became known to the police and local citizens; and,

AGENDA ITEM 4c.

Whereas, the police responded with opening its Emergency Operations Center, and commissioned additional personnel, anticipating potential destruction to property and harm to persons; and,

Whereas, under the pretense of protecting small businesses, numerous individuals unaffiliated with the police, came to First Street openly displaying semi-automatic rifles and other weapons; and,

Whereas, many of the hundreds of individuals that showed up on First Street began openly drinking while carrying firearms, made statements intimidating local residents with overt racial statements and racial undertones; and,

Whereas, similar behavior and open carrying of semi-automatic rifles and of other weapons continued on June 1 and June 2, 2020; and,

Whereas, some of the behaviors on June 1 and June 2, 2020 included assaults on peaceful protestors, reckless driving, and continued verbal intimidation; and,

Whereas, on June 2, 2020, the Snohomish City Council opened citizen comment during its regularly scheduled Council meeting to listen to the concerns of local residents; and,

Whereas, dozens of citizens provided comment, expressing their terror at the number of armed men that occupied First Street and continued to remain in town; and,

Whereas, given the number of citizens that expressed they no longer feel safe in Snohomish, immediate action needs to be taken to prevent injury or damage to our citizens, community and businesses;

Now, therefore, the City Council of the City of Snohomish finds that an emergency situation exists, and a special meeting of the Council is needed to address next steps and actions to protect the citizens, community and businesses.

MOTION by Redmon, second by Kuleta to revise the second to last "Whereas" to reflect that not only were there citizen concerns about the armed individuals, but that the armed individuals were making threats or using threatening language toward the citizens. Motion passed unanimously (5-0).

MOTION by Sanders, second by Kuleta, to accept these findings, declare an emergency to exist, and to convene this special meeting of the City Council pursuant to RCW 42.30.070 and 080, and to immediately recess into executive session for one hour to discuss with legal counsel potential litigation and legal risks of proposed actions or current practice, pursuant to RCW 42.30.110 (1)(i), with possible action to follow. Motion passed unanimously (5-0).

3. **EXECUTIVE SESSION:** The Council recessed to Executive Session at 11:14 a.m. for one hour to discuss potential litigation and legal risks of a proposed action or current practice, pursuant to RCW 42.30.110(1)(i), with possible action to follow.
4. **RECONVENE:** The emergency meeting reconvened at 12:20 p.m.

MOTION by Sanders, second by Redmon to authorize issuance of a letter by the City Council to the community as discussed in Executive Session. Motion passed unanimously

AGENDA ITEM 4c.

(5-0).

MOTION by Kuleta, second by Sanders to schedule a special meeting, with appropriate 24 hour notice, for 5 p.m., Thursday, June 4, 2020. Motion passed unanimously (5-0).

5. ADJOURN:

MOTION by Ray, second by Merrill, to adjourn the emergency meeting at 12:27 p.m. Motion passed unanimously (5-0).

APPROVED this 16th day of June, 2020.

CITY OF SNOHOMISH

ATTEST:

John T. Kartak, Mayor

Pat Adams, City Clerk

**Snohomish City Council Special Meeting Minutes
June 4, 2020**

1. **CALL TO ORDER:** Mayor Kartak called the Snohomish City Council special meeting to order at 5:00 p.m., Thursday, June 4, 2020.

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, City Clerk and HR Manager
Emily Guildner, City Attorney's Office
Wendy Poischbeg, Economic Development and
Communications Manager
Steve Schuller, City Administrator and
Utility General Manager
Grant Weed, City Attorney
Brandi Whitson, Administrative Assistant

NOTE: Due to the COVID-19 declared federal, state and local emergency, and pursuant to Governor Inslee's Proclamations 20-05 and 20-28, the Snohomish City Council held its meeting via remote participation.

2. **INTRODUCTORY REMARKS BY MAYOR JOHN T. KARTAK and COUNCIL PRESIDENT JASON SANDERS.** Mayor Kartak provided a statement regarding the necessity to conduct the remote meeting due to the COVID-19 pandemic, and reviewed additional emergency restrictions currently in place.

Council President Sanders gave a statement acknowledging numerous citizen remarks received over the past few days, and the efforts of Council to embrace those comments and consider appropriate actions. The community is being heard. The purpose of tonight's meeting is for Council to consider and discuss with legal counsel what has been heard and what the Council can do.

3. **APPROVE AGENDA** contents and order:

MOTION by Sanders, second by Merrill, to revise tonight's agenda to allow citizen comments during the first hour of the meeting, with a one-minute time limit per speaker, and approve agenda as amended. The motion passed unanimously (7-0).

4. **CITIZEN COMMENTS:** Mayor Kartak welcomed the citizens to the meeting and discussed the procedures for providing citizen comment.

Citizen Comments: Ms. Adams read written comments received. Mayor Kartak requested Council direction in allowing both written and oral comments received from the same individual(s).

MOTION by Ray, second by Countryman to limit comments per speaker to one, regardless if submitted orally or in written format.

Council President Sanders remarked that complete written comments were forwarded to all Councilmembers, and wished to move that if time allows, an individual would be permitted time to make additional comment.

AGENDA ITEM 4d.

VOTE ON THE MOTION: Motion passed (5-2), with Sanders and Redmon voting against.

Citizen Comments: continued. Oral comments received from thirty-eight (38) citizens, all relating to events over the past week.

4. **RECESS:** The meeting was recessed at 6:11 p.m. due to outside disruptions during the *Zoom* meeting.

5. **RECONVENE:**

MOTION by Redmon, second by Kuleta, to reconvene the meeting immediately into Executive Session at an alternate *Zoom* log-in at 6:30 p.m., due to disruptions at original location, with media being advised of the new log-in, per OPMA regulations RCW 42.30.050. Motion passed unanimously (7-0).

6. **EXECUTIVE SESSION:** The meeting recessed to Executive Session at 6:38 p.m., for one hour, to discuss potential litigation and legal risks of a proposed action or current practice, pursuant to RCW 42.30.110(1)(i), with possible action to follow.

Mr. Schuller **EXTENDED** the Executive Session at 7:36 p.m. for an additional fifteen (15) minutes.

At 7:39 p.m., Mr. Schuller clarified Council's intent to **EXTEND** the Executive Session until 8:06 p.m.

Mr. Schuller **EXTENDED** the Executive Session at 8:06 p.m. for an additional ten (10) minutes.

7. **RECONVENE:** The meeting reconvened at 8:16 p.m.

MOTION by Sanders, second by Ray, authorizing the issuance of the letter created by the City Council in Executive Session, and by voting "Aye" each Councilmember agrees to include their name to the letter as signatory. Motion passed unanimously (7-0).

Councilmember Merrill read the letter for the record.

MOTION by Sanders, second by Redmon to appoint Councilmember Kuleta as Council liaison to Snohomish for Equity, with the intent of coordinating and scheduling meetings with 1) the Snohomish School District, and, 2) community members for a community town hall. Motion passed unanimously (7-0).

MOTION by Sanders, second by Ray to appoint Councilmembers Redmon and Ray as Council liaisons to work with Snohomish community merchants for ideas and opportunities to support them.

Councilmember Countryman requested as the current Council liaison to the Historic Downtown Snohomish Association, to be included in those discussions.

AMENDED MOTION by Sanders, second by Redmon, to appointment Councilmembers Redmond, Ray and Countryman to explore opportunities and solutions with the Snohomish merchant community moving forward. Motion passed unanimously (7-0).

AGENDA ITEM 4d.

7. ADJOURN:

MOTION by Redmon, second by Countryman, to adjourn the meeting at 8:26 p.m. Motion passed unanimously (7-0).

APPROVED this 16th day of June, 2020.

CITY OF SNOHOMISH

ATTEST:

John T. Kartak, Mayor

Pat Adams, City Clerk

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ACTION ITEM 7a.

Date: June 16, 2020

To: City Council

From: Glen Pickus, AICP, Planning Director

Subject: Ordinance 2399 - SEPA Categorical Exemptions Flexible Thresholds

SUMMARY: The City Council will consider proposed Ordinance 2399 amending the Snohomish Municipal Code (SMC) by adopting the maximum allowed flexible thresholds for the SEPA categorical exemptions for minor new construction.

BACKGROUND: The State Environmental Policy Act (SEPA) requires most governmental actions (decisions) to go through an environmental review process, including the issuance of development permits. Chapter 14.90 of the Snohomish Municipal Code (SMC) adopts SEPA by reference to the relevant Revised Code of Washington (RCW) and Washington Administrative Code (WAC) sections. SEPA rules are in Chapter 197-11 WAC.

SEPA rules categorically exempt from environmental review some governmental actions including the issuance of permits for “minor new construction.”

The exemption for “minor new construction” is based on six categories of construction:

1. Number of detached single-family residential units built;
2. Number of multi-family residential units built;
3. Size (in gross floor area) of agricultural structures built such as barns, farm equipment storage, produce storage or packing structures;
4. Size (in gross floor area) of an office, school, commercial, recreational, service, or storage building built;
5. Number of stalls in a parking lot constructed; and
6. Amount of fill or excavation moved.

If the construction activity in one of the six categories falls below specified thresholds in WAC 197-11-800, they are automatically exempt from SEPA review because the construction activity is considered minor. As a minor activity, it is assumed it will not have a substantial negative environmental impact. While cities are required to exempt minor new construction below the specified minimum thresholds, the rules allow cities to set their own “flexible” thresholds above the minimum, but within a specified range.

City code currently does not take advantage of the “flexible” thresholds. In SMC 14.90.040, the categorical exemptions for minor new construction are adopted at the minimum level required in WAC 197-11-800. The section also prohibits the use of the exemption if the project is located in an environmentally sensitive or critical, area.

ANALYSIS: The City of Snohomish’s development regulations are up-to-date and are based on the best available science. Specifically, revised Shoreline Development regulations certified by the State of Washington Department of Ecology (DOE) were adopted in 2018. Similarly, the regulations for development near wetlands was comprehensively updated last year with assistance from the DOE. In addition, in 2019, the City adopted regulations reviewed by the Washington State Department of Archaeology & Historic Preservation to protect archaeological

ACTION ITEM 7a.

and cultural resources, which is a required step prior to adopting flexible thresholds for minor new construction.

With the City's development regulations fully up-to-date, all foreseeable substantial adverse environmental impacts, which may be caused by a development are mitigated by SMC requirements. Therefore, requiring SEPA review for a construction project in Snohomish would be a redundant process, except for unusual and extraordinary projects.

Adopting the maximum threshold levels for minor new construction will remove most projects from SEPA review, except those unusual and extraordinary projects, making the entire development review process more efficient (both in time and resources) without sacrificing environmental protection.

One current value of requiring projects to go through the SEPA process, beyond protecting the environment, is the requirement for public notice and providing for a public comment period. In anticipation of this ordinance, in order to maintain the same level of public noticing with the decrease in SEPA review, the City proactively revised SMC requirements for public noticing and commenting to make them independent of SEPA review. As a result, even with adoption of this ordinance and a significant decrease in the number of projects that will require SEPA review, virtually all development projects in the City, except for construction of a single house, will still require a public notice and comment period.

The following table shows the current SMC thresholds and the Planning Commission's recommended thresholds, which are the highest thresholds allowed by the state:

Project Type	Current Threshold	PC Recommendation
Single-family Residential	4 dwelling units	30 dwelling units
Multi-family Residential	4 dwelling units	60 dwelling units
Agricultural Structures	10,000 square feet	40,000 square feet
Com., Indus., School and Rec. buildings	4,000 square feet	30,000 square feet
Parking facilities	20 parking spaces	90 parking spaces
Fill or excavation	100 cubic yards	1,000 cubic yards

In addition to adopting the maximum thresholds allowed, the Planning Commission determined it is no longer necessary to prohibit use of the minor new construction categorical exemption for projects in critical areas because of the recent updates to the wetland and shoreline regulations. Requiring these projects to go through SEPA review will not result in any mitigation measures that are not already required by the Land Use Development Code.

There is also a prohibition from using the categorical exemption described by WAC 197-11-800(24) in environmentally sensitive areas. This categorical exemption is for "natural resources management" (e.g. grazing leases, approvals for firewood removal). It is not clear why this prohibition is part of the current code. It is my assessment it does not appear to provide any value to the development review process, so the Planning Commission is recommending deleting it as well.

ACTION ITEM 7a.

PROPOSAL: Amending the SMC to adopt flexible thresholds for minor new construction at the maximum levels allowed, and to remove the prohibition from using the two referenced categorical exemptions for projects located in environmentally sensitive areas, requires the following amendments:

1. Amend SMC 14.90.040. This section needs to be amended to remove the two categorical exemption exceptions for environmentally sensitive areas. In addition, the title is amended so it is clear the section does not address categorical exemption that have flexible thresholds (e.g. minor new construction).

14.90.040 Categorical Exemptions Without Flexible Thresholds.

All of the categorical exemptions in WAC 197-11-800(2) through (27) shall apply in the City of Snohomish **and are categorically exempt from requiring a threshold determination and EIS requirements, subject to the rules and limitations on categorical exemptions contained in Chapter 197-11-305 WAC., except in the environmentally sensitive areas designated in SMC 14.90.090 the exemptions set forth in WAC 197-11-800(1) and 197-11-800(24) shall not apply.**

2. New SMC 14.90.045. By amending SMC 14.90.040, the categorical exemption for minor new construction is no longer covered, so a new section must be added to provide for the exemption and to adopt the maximum allowed thresholds.

14.90.045 Flexible Thresholds for Minor New Construction Categorical Exemption

The City establishes the following exempt levels for minor new construction pursuant to WAC 197-11-800(1)(d):

1. For single-family residential projects, up to thirty (30) dwelling units;
2. For multifamily residential projects, up to sixty (60) dwelling units;
3. For agricultural structures, up to forty thousand (40,000) square feet;
4. For office, school, commercial, recreational, service or storage buildings, up to thirty thousand (30,000) square feet;
5. For parking facilities, up to ninety (90) parking spaces;
6. For fills and excavations of up to one thousand (1,000) cubic yards. All fill or excavation, of any quantity, necessary for an exempt project in subsections A-D of this section shall be exempt.

3. Amend SMC 14.90.090. This section needs to be amended as it refers to the prohibition of using the two categorical exemptions for projects in environmentally sensitive areas. Some additional language is also proposed to improve clarity and to include the maps in SMC 14.250 Shoreline Management.

14.90.090 Environmentally Sensitive Areas

- A. The map(s) associated with Chapters 14.255250 through 14.280 SMC identify the areas of the City that are considered environmentally sensitive. ~~The categorical exemptions in WAC 197-11-800 that are inapplicable for these areas are WAC 197-11-800(1) and 197-11-800(24). All other categorical exemptions shall continue to apply within environmentally sensitive areas.~~
- B. The City shall treat proposals located wholly or partially within an environmentally sensitive area no differently than other proposals under this chapter, making a threshold determination for all such proposals **if required**. The City shall not automatically require

ACTION ITEM 7a.

an EIS for a proposal merely because it is proposed for location in an environmentally sensitive area.

- C. Certain categorical exemptions in WAC 197-11-800 do not apply on lands covered by water, and this remains true regardless of whether or not lands covered by water are mapped.

BUDGETARY IMPACTS: None.

STRATEGIC PLAN REFERENCE: Not applicable.

COMPREHENSIVE PLAN REFERENCES:

GOAL HO 6: Maintain permit processes and other regulatory costs that achieve the intended public purpose with the least added cost to housing development.

HO 6.1: Review time frames. Conduct development review according to predictable and efficient time frames.

HO 6.4: Periodic review. Periodically evaluate permit review processes to minimize costs to developers to the extent possible while preserving the public health, safety, and welfare.

RECOMMENDATION: That the City Council ADOPT Ordinance 2399 implementing the maximum allowed flexible thresholds for the SEPA categorical exemptions for minor new construction.

ATTACHMENT: Ordinance 2399

REFERENCES:

- SMC 14.90 - State Environmental Policy Act (SEPA)
- WAC 197-11-800 Categorical Exemptions

ATTACHMENT

CITY OF SNOHOMISH
Snohomish, Washington

ORDINANCE 2399

AN ORDINANCE OF THE CITY OF SNOHOMISH, WASHINGTON, RELATING TO THE STATE ENVIRONMENTAL POLICY ACT; AMENDING CHAPTER 14.90 OF SNOHOMISH MUNICIPAL CODE TO ADOPT THE MAXIMUM ALLOWED FLEXIBLE THRESHOLDS FOR CATEGORICAL EXEMPTIONS FOR MINOR NEW CONSTRUCTION PURSUANT TO WAC 197-11-800(1); AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE

WHEREAS, the City has the authority under Title 35A to adopt regulations related to zoning and land uses and the processing of land use development permits; and

WHEREAS, the City has adopted a Land Use Development Code under Title 14 of the Snohomish Municipal Code (“Development Code”) to implement the Comprehensive Plan and to ensure compatible and rational land development and land use in all portions of the City; and

WHEREAS, WAC 197-11-800(1) provides for flexible thresholds for categorical exemptions for minor new construction which cities may raise to the maximums specified in WAC 197-11-800(1)(d) provided certain processes are followed; and

WHEREAS, Title 14 SMC includes Chapter 14.90, “State Environmental Policy Act (SEPA)”, but the Chapter does not provide for flexible thresholds for categorical exemptions for minor new construction pursuant to WAC 197-11-800(1); and

WHEREAS, Snohomish Municipal Code’s development and environmental regulations are up-to-date and reflect the best available science, specifically with the recent updates of the Snohomish Shoreline Master Program in 2018, and the City’s wetland regulations in 2019; and

WHEREAS, on May 7, 2019, the Snohomish City Council adopted Ordinance 2369 to implement an archaeological and cultural resources protection code which provides qualified City staff access to the Washington State Department of Archaeology and Historic Preservation’s data, historic information and predictive models, ensures compliance with Chapters 27.44, 27.53, 68.50, and 68.60 RCW, and includes standard inadvertent discovery language for all projects; and

WHEREAS, compliance with City of Snohomish development regulations is determined during project review and required for all purposed development activity, including minor new construction, independent of SEPA review; and

WHEREAS, compliance with City of Snohomish development regulations for minor new construction proposals constitutes adequate analysis and mitigation of the specified environmental impacts; and

ACTION ITEM 7a.

WHEREAS, pursuant to the State Environmental Policy Act (SEPA), the City of Snohomish, as the designated lead agency for review of the proposed amendment, issued a Determination of Non Significance on February 17, 2020 pursuant to WAC 197-11-340(2). No appeal of the determination was filed so the determination stands as issued; and

WHEREAS, on February 10, 2020, the proposed amendments contained herein were transmitted to the State Department of Commerce as required by RCW 36.70A.106; and

WHEREAS, on February 10, 2020, the proposed amendments contained herein were transmitted to affected Native American tribes and a comment opportunity was offered; and

WHEREAS, on March 4, 2020, following notice as required by law, the Planning Commission held a duly-noticed public hearing to receive staff and citizen input concerning the proposed code amendments and all persons who wished to be heard on the matter were heard; and

WHEREAS, the Planning Commission adopted Findings of Facts & Conclusions and recommended City Council approval of the proposed code amendments, which are attached hereto as Exhibit A and incorporated by this reference; and

WHEREAS, on June 16, 2020, at a duly-noticed public meeting, the City Council received staff and citizen input and considered the recommendation of the Planning Commission, and all persons who wished to be heard on the matter were heard; and

WHEREAS, the City Council has determined that it is in the public interest to adopt the maximum allowed flexible thresholds for categorical exemption for minor new construction;

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

Section 1. **Adoption of recitals as findings.** The City Council hereby adopts each of the recital paragraphs above as findings and hereby incorporates them by reference as though fully stated herein.

Section 2. **Adoption of Planning Commission findings and conclusions.** The Planning Commission Findings of Fact & Conclusions, as set forth in “Exhibit A”, are hereby adopted and incorporated by reference, including but not limited to the findings that the Development Code regulations and amendments adopted by this Ordinance are:

- A. Internally consistent with the City of Snohomish Comprehensive Plan;
- B. Consistent with the Washington State Growth Management Act;
- C. Consistent with the Washington State Environmental Policy Act (Chapter 43.21C RCW); and
- D. In the interest of the public health, safety, and welfare of Snohomish residents.

Section 3. **SMC 14.90.040 amended.** SMC 14.90.040 is hereby amended to read as follows:

14.90.040 Categorical Exemptions Without Flexible Thresholds.

All of the categorical exemptions in WAC 197-11-800~~(2)~~ **through (27)** shall apply in the City of Snohomish **and are categorically exempt from requiring a threshold determination and EIS requirements, subject to the rules and limitations on categorical exemptions contained in Chapter 197-11-305 WAC., except in the environmentally sensitive areas designated in SMC 14.90.090 the exemptions set forth in WAC 197-11-800(1) and 197-11-800(24) shall not apply.**

Section 4. **New Section 14.90.045 SMC adopted.** A new Section 14.90.045 SMC entitled “Flexible Thresholds for Minor New Construction Categorical Exemption” is hereby adopted to read as follows:

14.90.045 Flexible Thresholds for Minor New Construction Categorical Exemption

The city establishes the following exempt levels for minor new construction pursuant to WAC 197-11-800(1)(d):

- A. For single-family residential projects, up to thirty dwelling units;
- B. For multi-family residential projects, up to sixty dwelling units;
- C. For agricultural structures, up to forty thousand square feet;
- D. For office, school, commercial, recreational, service or storage buildings, up to thirty thousand square feet;
- E. For parking facilities, up to ninety parking spaces;
- F. For fills or excavations, up to one thousand cubic yards. All fill or excavation, of any quantity, necessary for an exempt project in subsections A-D of this section shall be exempt.

Section 5. **SMC 14.90.090 amended.** SMC 14.90.090 is hereby amended to read as follows:

14.90.090 Environmentally Sensitive Areas

- A. The map(s) associated with Chapters 14.~~255~~**250** through 14.280 SMC identify the areas of the City that are considered environmentally sensitive. ~~The categorical exemptions in WAC 197-11-800 that are inapplicable for these areas are WAC 197-11-800(1) and 197-11-800(24). All other categorical exemptions shall continue to apply within environmentally sensitive areas.~~
- B. The City shall treat proposals located wholly or partially within an environmentally sensitive area no differently than other proposals under this chapter, making a threshold determination for all such proposals **if required**. The City shall not automatically require an EIS for a proposal merely because it is proposed for location in an environmentally sensitive area.

ACTION ITEM 7a.

- C. Certain categorical exemptions in WAC 197-11-800 do not apply on lands covered by water, and this remains true regardless of whether or not lands covered by water are mapped.

Section 6. **Severability.** If any section, subsection, sentence, clause, phrase, or word of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase, or word of this ordinance.

Section 7. **Authority to make necessary corrections.** The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance and attachments including, but not limited to, the correction of scrivener’s clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 8. **Effective date.** This Ordinance shall be effective five days after adoption and publication by summary.

ADOPTED by the City Council and **APPROVED** by the Mayor this 16th day of June, 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: _____

EXHIBIT A

Snohomish Planning Commission Findings of Fact & Conclusions

Based on the review of the proposed amendments to Title 14 Snohomish Municipal Code related to adopting the maximum allowed flexible thresholds for SEPA categorical exemptions for minor new construction, the Planning Commission of the City of Snohomish makes the following Findings of Fact:

1. The City has the authority under RCW Title 35A to adopt regulations related to land use development.
2. WAC 197-11-800(1) provides for flexible thresholds for SEPA categorical exemptions for minor new construction.
3. WAC 197-11-800(c) sets the minimum standards required in order to raise the exempt levels for minor new construction.
4. Chapter 14.90 Snohomish Municipal Code (SMC) implements the State Environmental Policy Act (SEPA) and SMC 14.90.040 addresses categorical exemptions but does not address flexible thresholds for minor new construction.
5. Snohomish Municipal Code's development and environmental regulations are up-to-date and reflect the best available science, specifically with the recent updates of the Snohomish Shoreline Master Program in 2018 and the city's wetland regulations in 2019
6. On May 7, 2019, the Snohomish City Council adopted Ordinance 2369 to implement an archaeological and cultural resources protection code which provides qualified city staff access to the Washington State Department of Archaeology and Historic Preservation's data, historic information and predictive models, ensures compliance with chapters 27.44, 27.53, 68.50, and 68.60 RCW, and includes standard inadvertent discovery language for all projects.
7. The proposed amendment implements the following goal contained in the Snohomish Comprehensive Plan:

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.
8. Procedural requirements.
 - a. The proposed amendment is consistent with state law.
 - b. Pursuant to RCW 36.70A.106(1), a notice of intent to adopt the proposed amendments was transmitted to the Washington State Department of Commerce for distribution to state agencies on Feb. 10, 2020.

ACTION ITEM 7a.

- c. Pursuant to WAC 197-11-800(1)(c)(iii) a 60-day notice with an opportunity to comment on the proposed amendment was provided to affected tribes.
 - d. The public process used in the adoption of the proposed amendments has complied with all applicable requirements of the GMA and the SMC.
9. Pursuant to the State Environmental Policy Act (SEPA), the City of Snohomish, as the designated lead agency for review of the proposed amendment, issued a Determination of Non Significance on February 17, 2020 pursuant to WAC 197-11-340(2). No appeal of the determination was filed so the determination stands as issued
 10. The Planning Commission held a public hearing on March 4, 2020, to receive public testimony concerning the proposed amendment.
 11. At the conclusion of the public hearing, the Planning Commission voted to recommend City Council approval of the proposed amendment.

Based on the foregoing Findings of Fact, the Snohomish Planning Commission hereby makes the following conclusions.

1. The minimum requirements of WAC 197-11-800(1)(c) have been met.
2. The City of Snohomish's adopted development regulations are up-to-date and based on best available science so they provide adequate environmental analysis, protection and mitigation for impacts to the environment that development may generate.
3. The City of Snohomish's adopted development regulations and applicable state and federal laws provide adequate protection for cultural and historic resources.
4. The proposed amendment is consistent with Washington State law and the SMC.
5. The proposed amendment implements and is consistent with the goals and policies of the Comprehensive Plan.
6. The proposed amendment protects the public health, safety, and general welfare.
7. The proposed amendment does not result in an unconstitutional taking of private property for public purpose and it does not violate substantive due process guarantees.

Date: 3/4/2020

By: Terry Lippincott
Terry Lippincott, Planning Commission Chair

ACTION ITEM 7b.

Date: June 16, 2020

To: City Council

From: Wendy Poischbeg, Economic and Communications Manager

Subject: **2020 Lodging Tax Advisory Committee (LTAC) Reallocation**

SUMMARY: The purpose of this agenda item is to approve the reallocation of funding recommendations of the Lodging Tax Advisory Committee for tourism-related grants for 2020.

BACKGROUND: On November 5, 2019, the City Council approved the recommendation of the Lodging Tax Advisory Committee for tourism-related grants for 2020. Eight agencies were allocated funds totaling \$20,000.

Four events scheduled for 2020 have now been cancelled due to the global COVID-19 pandemic. The following four agencies were to receive \$8,000 to market and promote their events:

- Snohomish Senior Center, for Brew Fest
- ABATE Motorcycle Club, for the Sky Valley Motorcycle Show;
- City of Snohomish, for a wine event
- Tim Noah Thumbnail Theater, for a community gathering

This request is to authorize the reallocation of up to \$8,000 for **Shop Safe Snohomish**, a marketing campaign intended to promote the City of Snohomish as a safe place to shop, work and live for all people.

STRATEGIC PLAN REFERENCES:

Initiative #6: Cultivate local businesses and promote the City as a great place to do business.

Initiative #7: Strengthen the City's attractiveness as a regional destination.

RECOMMENDATION: That the City Council **AUTHORIZE** the reallocation of up to \$8,000 to market and promote the City of Snohomish.

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DISCUSSION ITEM 8.

Date: June 16, 2020

To: City Council

From: Steve Schuller, City Administrator & Utility General Manager
Debbie Burton, Finance Director

Subject: 2021-2022 Budget - Current Economic Approach

Current Economic Approach: At tonight's meeting, we will review step by step, the current economic approach to the projected revenue reductions from the COVID-19 crisis. This is to ensure staff is in close coordination with the priorities of the City Council, and that the City's current economic approach can be effectively communicated to the Snohomish community. Attached are the presentation slides originally published in the June 2 meeting agenda. The presentation is based on the email sent to Council on April 30, 2020, titled "City's Economic Strategy - Recommended Approach."

(As Council is aware, this discussion item was scheduled for June 2, but was postponed. In response to recent events, two special Council meetings were conducted, and a letter titled "Statement Against Racism" was issued on June 4.)

Budget Workshop (June 23, 2020): Lastly, staff will ask the City Council to provide feedback on the information and discussion items the Council would like have available at the June 23 Budget Workshop. Does the Council still want to schedule a budget workshop at this time? It would be acceptable to hold the budget workshop in August, as is typically the case.

The City will not have hard data on the COVID-19 revenue reductions and business shutdowns until approximately late August 2020. This assumes that Phase 4 of the State's business reopening plan is completed by mid-July. Actual sales tax receipts for the month of June will not be available until late August. Of course, after July, the Puget Sound area will begin to experience how quickly (or how slowly) business and tax revenues "return to normal."

A key budget question the City Council should address this summer:

Are all new General Fund (GF) and Real Estate Excise Tax (REET) related staffing and operating costs deferred, and are all GF and REET capital projects postponed for 2021 given the current financial revenue reductions?

The Council can always amend its 2021-2022 budget once the region is on the other side of the current financial impacts. The amendment can occur in early or late 2021, depending on economic conditions.

ATTACHMENT: Current Economic Approach - Presentation (23 Slides), date June 2, 2020



Current Economic Approach

City Council Workshop
June 2, 2020

Snohomish *Washington*

Sales Tax

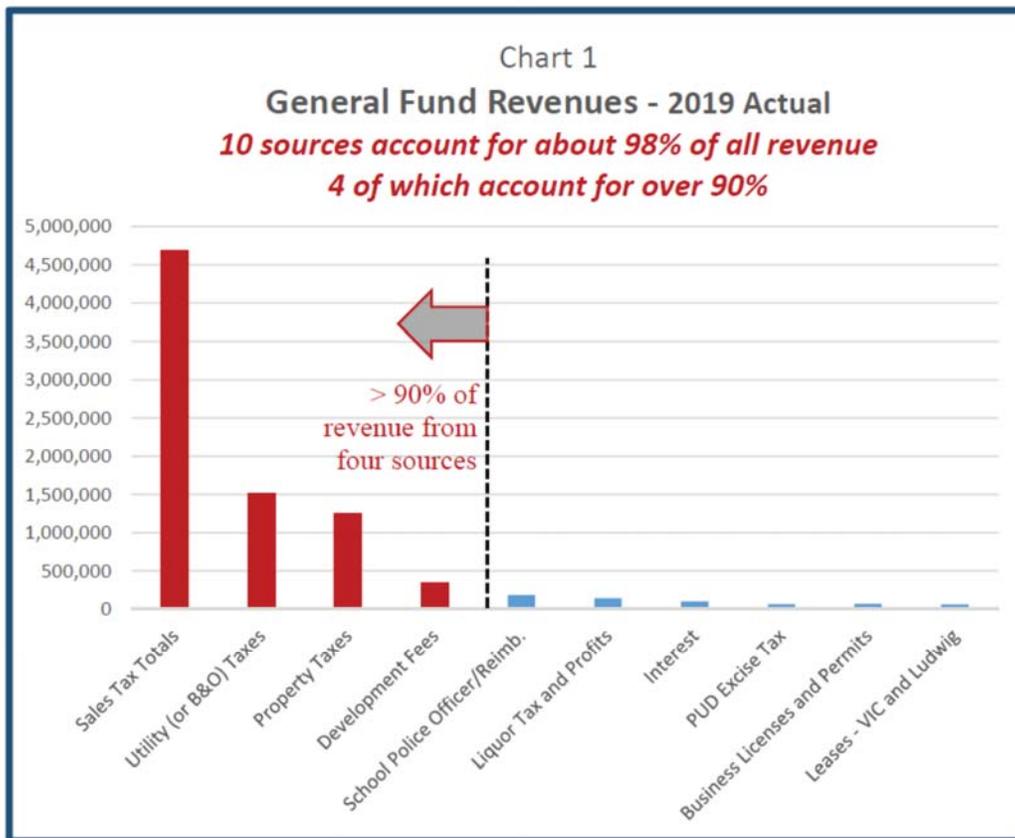
- Sales Tax is Largest Source of General Fund Revenue
- 54.6% in 2019
- Greater than all other Revenue Sources Combined

City of Snohomish

Serving and Receiving from the larger Snohomish Community



3

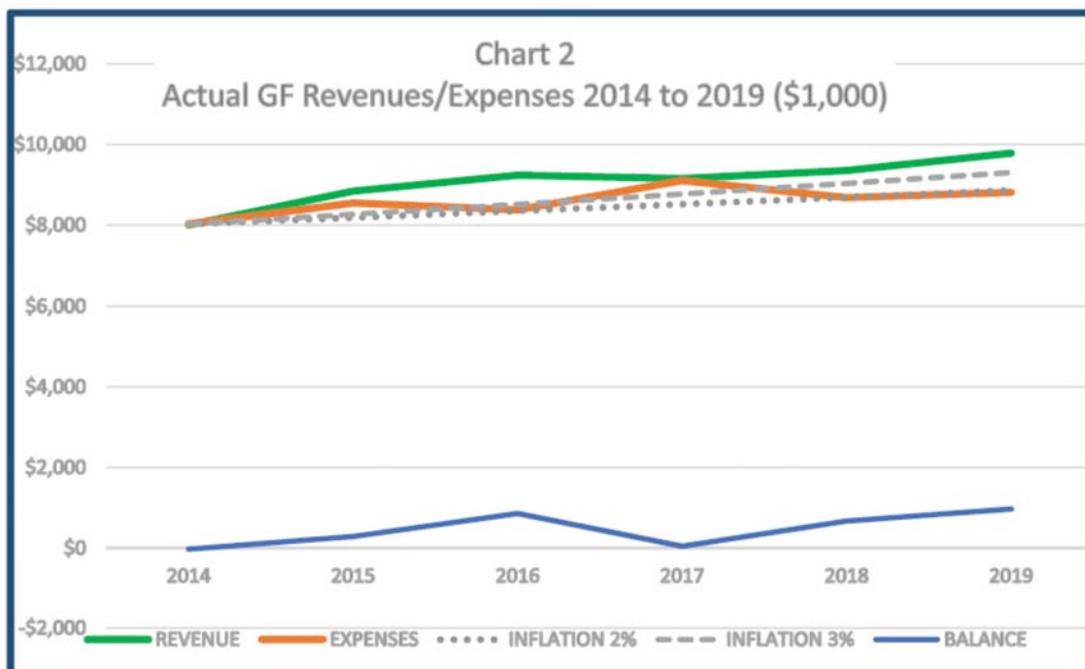


4

The City has kept total Expenses Flat and Increased Revenues

- From 2014-2019, positive economy
- General fund expenses – 2% annual growth rate.
- Largest G.F. expense, Law Enforcement - 3% annual rate.

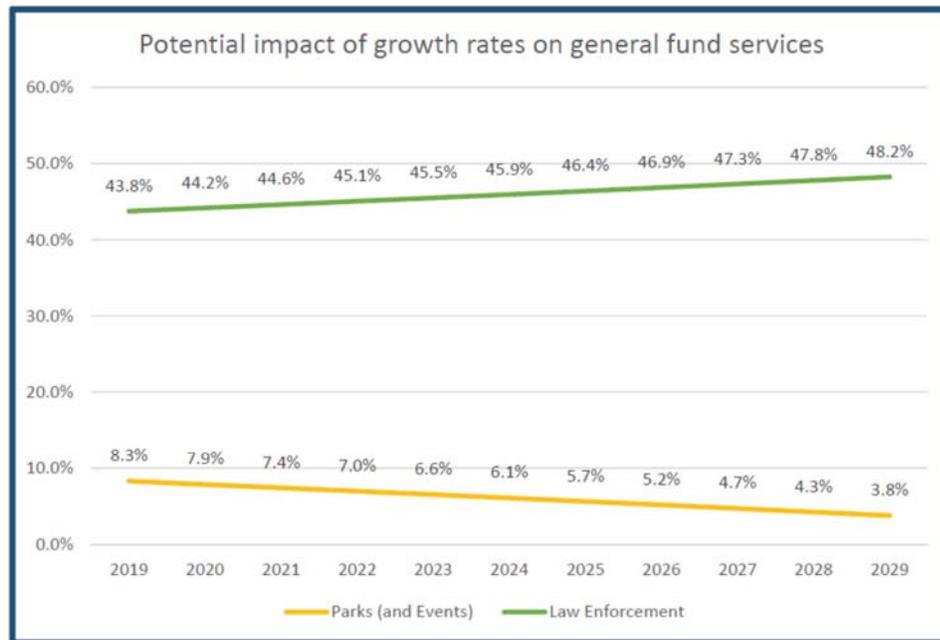
5



6

DISCUSSION ITEM 8.

At Current Growth Rates, Law Enforcement will Continue to Consume Larger Portion

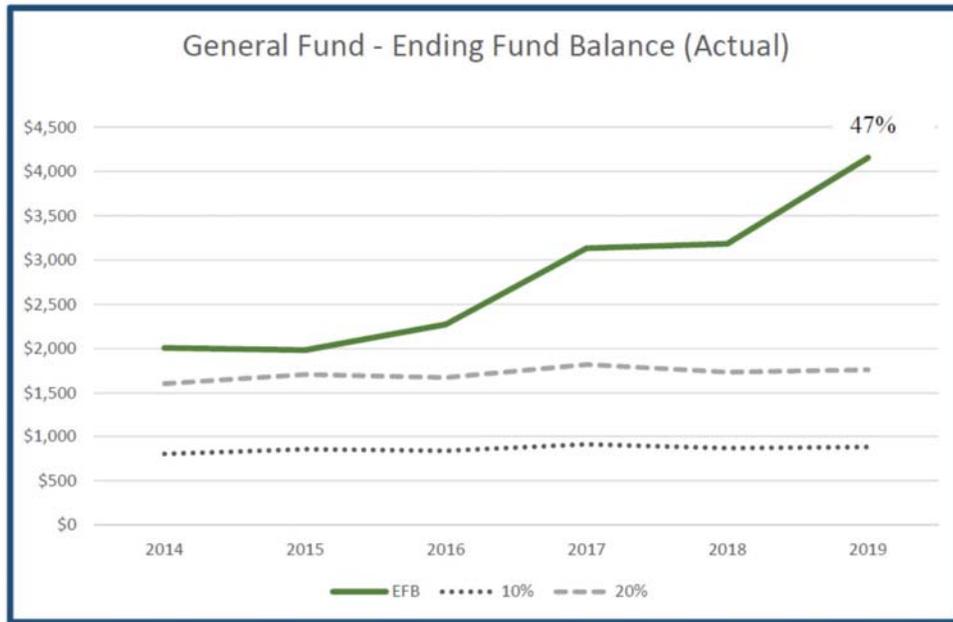


Fund Balance

- Increased Revenues ➡ Kept Expenses flat;
- Fund balance \$4.15 million (Dec. 31, 2019);
47% of annual expenses; and
- Increasing to \$4.33 million (March 31, 2020)

DISCUSSION ITEM 8.

**THE CITY HAS A VERY HEALTHY GF
ENDING FUND BALANCE FOR ECONOMIC DOWNTURNS**



9

Proposed Approach



10

Phased Strategy for 2020 and early 2021

- No New Staffing or New Operating Costs;
- Very Limited New General Fund or REET Capital Projects for 2020 and early 2021;
- When will Region be on Other Side of Financial Impacts (When in 2021?)

11

On-Hold

- Staffing: There is currently one open City position funded in the 2019/2020 budget;
- Streets, Parks and Facilities Temporary Staffing – Typically Dozen Staff in Late Spring and Summer
- Community “Spring Clean-Up in Snohomish” – Post COVID-19 Event?
- Park Maintenance – Put about \$65,000 On-Hold

12

Sheriff Positions – No Changes

- 12 Patrol (3 Officers over 4 shifts)
 - 2 Detectives
 - School Resource Officer (SRO) - 75% School District
 - Community Outreach Officer (COO)
 - Administrative Sergeant
 - Police Chief
 - 2 Clerks/Reception
-
- Community Outreach Officer unfilled since Sept.2019.
 - Re-fill position upon the Deputy's return

13

New Capital Projects

1) **Electric Vehicle Charging Stations** on First Street near Avenue E (Allocate about \$40,000;

2) **Veteran's Memorial** at Carnegie Site (Allocate up to \$40,000). Work with local groups for private funding; and

3) **Crosswalk Improvements** at Park Avenue and 22nd Street near *Cascade View Elementary* per Council's 2019/2020 priorities.

14

On-Hold

Proposed **Police Station Remodel Phase 2**

About \$120,000, proposed for REET funding.

Roof Repairs, Door Replacement, Landscape and Minor Maintenance planned for 2020

15

Capital Projects with Dedicated Funding

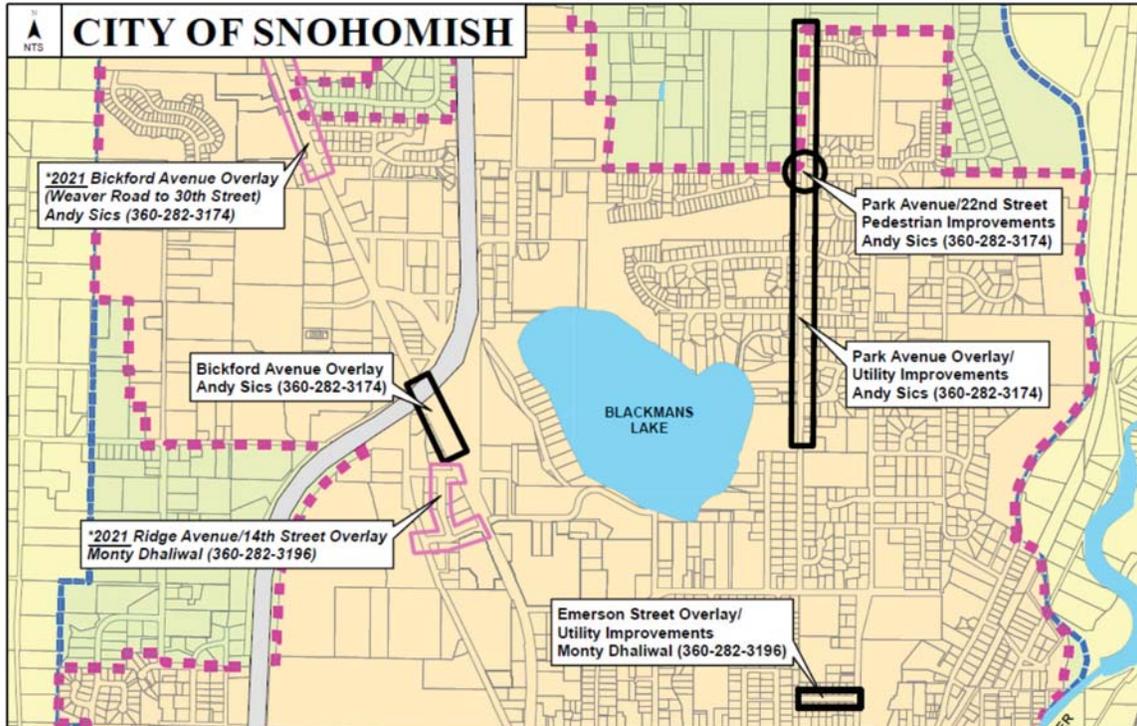
- Utility (Wastewater, Water and Stormwater)
- Transportation Benefit District (TBD)
- Traffic Impact Fees (TIF)
- Federal and State Grants



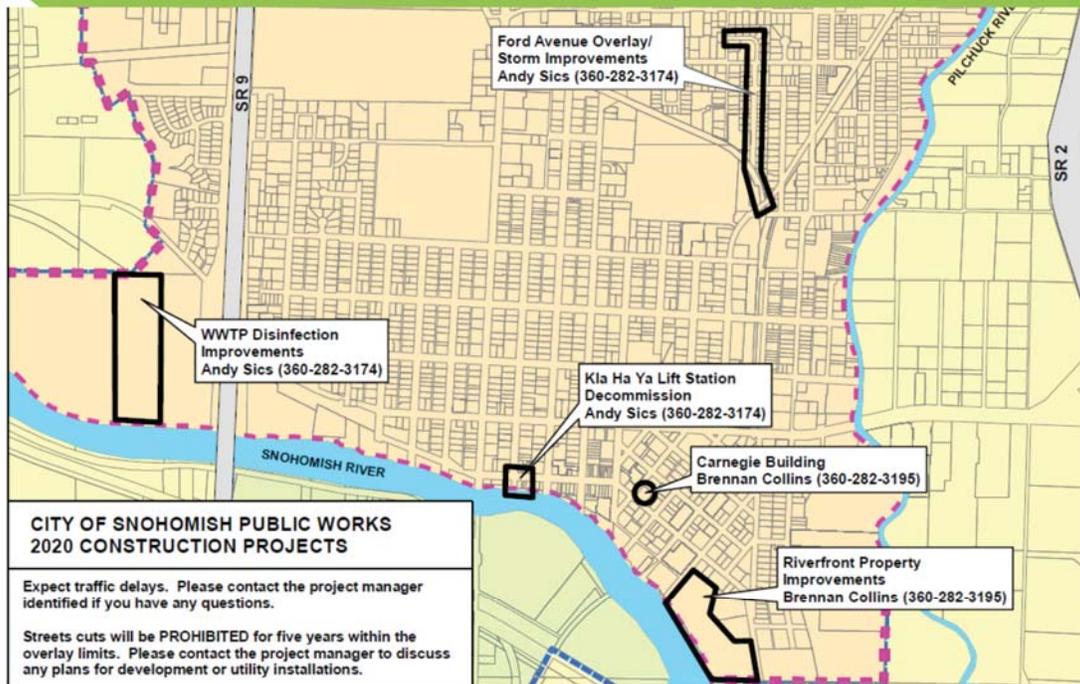
FULL
STEAM
AHEAD

16

DISCUSSION ITEM 8.



17



18

Utility Design

- Request for Proposals (RFP) from Engineering Consultants, Interviews
- \$19 Million – Largest in the City’s History
- North Sewer Trunkline
- WWTP Filtration Upgrades
- Second Street
 - Storm Trunkline,
 - Sewer Force Main
- Rainier Lift Station

19

Park Impact Fees (PIF) – Move Ahead

- 1) Averill Field Park Master Plan and Construction
- 2) Connector Bridge at Cady and Pilchuck Julia Landing Parks
- 3) Homestead Park Master Plan and Phase 1?

20

Non-Department – No Change

- Flower Baskets (Historic Downtown) \$ 7,500
- Snohomish Health District \$19,250
- Food Bank Utilities \$ 3,068
- Senior Center (\$17,000) \$11,000
- Senior Center Utilities \$ 5,000
- Aquatic Center - Water/Sewer \$57,227
- Boys & Girls Club Utilities \$ 6,000

21

Alliance for Housing Affordability (AHA)

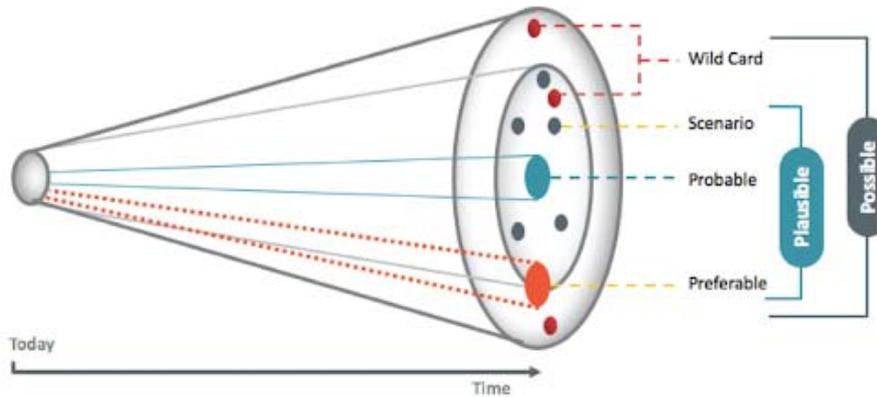
- 2019/2020 Budgeted \$20,000 for the Trust Fund
- \$0 requested from AHA Trust Fund in 2019
- Up to \$20,000 in 2020?
- \$0 for 2021/2022?

- Sales Tax – Previous projection was \$35,000
(For Affordable Housing, not necessarily to AHA)

22

Budget Workshop

- Tuesday, June 23, 2020?
- Council Feedback on Agenda



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CONSENT ITEM 9.**Schedule of Checks for the Checks Issued Since the June 2, 2020 Meeting**

Name	Check#	Invoice#	Check Date	Description	Amount	Vendor Total
Bay Alarm						\$380.02
72968		278560200515M	06/01/2020	Police Station alarm	\$380.02	
CDW G						\$3,941.90
72969		XWX2924	06/01/2020	COVID-19, Office license for telework staff laptop	\$3,941.90	
Chemsearch						\$144.14
72970		3964543	06/01/2020	Liftstation bugs	\$144.14	
Ecolube Recovery, LLC						\$276.50
72971		2943052120	06/01/2020	Used oil picked up	\$241.50	
		3671052220	06/01/2020	Used oil filters picked up	\$35.00	
Edge Analytical						\$111.00
72972		20-14407	06/01/2020	Labs	\$111.00	
Inland Environmental Resources, Inc.						\$10,850.11
72973		2020-1689	06/01/2020	Magnesium hydroxide	\$10,850.11	
Instrument Technologies Inc						\$120.00
72974		W200506	06/01/2020	Scale Calibration	\$120.00	
MSDSonline, Inc						\$3,602.51
72975		219676	06/01/2020	MSDS On-line Subscription	\$3,602.51	
NW Safety Consultants, LLC						\$300.00
72976		1347	06/01/2020	KP Driver Training-Kevon Peters	\$300.00	
Seattle Automotive Dist Inc						\$140.10
72977		S3-5404313	06/01/2020	EP45 master cylinder	\$140.10	
Snohomish County PUD						\$17,574.54
72978		111953350	06/01/2020	2009-6329-6 Ferguson lift station	\$102.78	
		115255909	06/01/2020	2019-6552-2 Bonneville lift station	\$25.27	
		125203110	06/01/2020	2021-3383-1 Rainbow lift station	\$36.09	
		125203111	06/01/2020	2021-8402-4 Casino lift station	\$108.54	
		128477503	06/01/2020	2020-7399-5 South Meter	\$3,979.43	
		144949917	06/01/2020	2020-2130-9 North Meter	\$13,322.43	
Snohomish County Sheriff's Office Corrections						\$5,074.10
72979		2020-6331	06/01/2020	April 2020 Jail Service Fees	\$5,074.10	
Summit Law Group PLLC						\$230.00
72980		112962	06/01/2020	Labor Relation Services	\$230.00	
Superior Restrooms						\$165.00
72981		A-9197	06/01/2020	Farmers Market Restroom	\$165.00	
The Tribune						\$36.00
72982		10046 052020	06/01/2020	Annual Subscription-Tribune	\$36.00	
US Bank CPS						\$7,326.86
72983		AR USBank Fred Meyer 064618	06/01/2020	Fred Meyer Ice for UCMR Samples	\$2.50	
		AR USBank Safeway 00019581	06/01/2020	Ice for UCMR4 Sample	\$2.99	
		BW USBank WMCA 3327	06/01/2020	WMCA Dues Whitson	\$75.00	
		DA USBank Appliance Recycling 944520	06/01/2020	Water plant house fridge	\$20.00	
		DA USBank McDaniels A11992	06/01/2020	HVY Open HKZN/Fasteners	\$53.29	
		DB USBank McDaniels j97944	06/01/2020	Grass see wtp	\$11.98	
		DB USBank GFOA 20-21	06/01/2020	GFOA Dues D.Burton and D Bruland	\$320.00	
		DLg USBank Zoom INV21316828	06/01/2020	COVID-19; City online meeting software licenses	\$152.84	
		DLg USBank Best Buy bby01-805834592305 1	06/01/2020	Credit/Return H390 USB Headset	(\$136.45)	
		DLg USBank Best Buy BBY01-805894199087	06/01/2020	COVID-19, USB headsets for telework staff	\$138.07	
		DLg USBank Comcast 0047405 051220	06/01/2020	Police cable TV service	\$49.80	
		DLg USBank Comcast 0475077 050120	06/01/2020	Comcast Internet for Skate Park camera	\$106.22	

CONSENT ITEM 9.

Schedule of Checks for the Checks Issued Since the June 2, 2020 Meeting

Name Check#	Invoice#	Check Date	Description	Amount	Vendor Total
	DLg USBank Comcast 0482016 050120	06/01/2020	City Hall Comcast Internet	\$151.22	
	DLg USBank DOTGOVRegistraion - 4FF5EEC6BD06	06/01/2020	City's Snohomishwa.gov domain renewal	\$400.00	
	FS USBank McDaniels A29615	06/01/2020	Batteries	\$10.89	
	JK USBank All Star Flags 70787	06/01/2020	USA/State Flags	\$475.23	
	KS USBank Online Classroom Gov ERML728SC	06/01/2020	(K. Simpson) - CESCL Training	\$150.00	
	LB USBank Amazon 1393813	06/01/2020	Gloves-COVID-19	\$77.64	
	LB USBank Amazon 2959433	06/01/2020	Ferguson generator	\$138.14	
	LB USBank Amazon 5858642	06/01/2020	Face masks-COVID-19	\$229.90	
	LB USBank Amazon 8461844	06/01/2020	Face masks-COVID-19	\$228.90	
	LB USBank Amazon 0446650	06/01/2020	Thermometers-COVID-19	\$315.67	
	LB USBank Amazon 0896252	06/01/2020	Neck/face gaiters-COVID-19	\$188.64	
	LB USBank Amazon 5747401	06/01/2020	Cell Phone Cases and Chargers	\$180.26	
	LB USBank Amazon 2454621	06/01/2020	Sanitizer spray bottles-COVID-19	\$56.76	
	LB USBank Amazon 2778665	06/01/2020	Face masks-COVID-19	\$215.65	
	LB USBank Amazon 5493869	06/01/2020	Sanitizer bottles-COVID-19	\$45.84	
	LB USBank Amazon 5747401	06/01/2020	Neck/face gaiters-COVID-19	\$126.65	
	LB USBank Amazon 5928258	06/01/2020	Label Maker Labels	\$40.92	
	LB USBank Home Depot 7184111	06/01/2020	Storage totes, batteries-COVID-19	\$61.79	
	LB USBank Kaas Health 1067	06/01/2020	Face shields-COVID-19	\$111.28	
	LB USBank Kaas Health 1046	06/01/2020	Face masks-COVID-19	\$458.53	
	LB USBank SkipRock 196	06/01/2020	Hand sanitizer-COVID-19	\$247.45	
	LB USBank Thermoworks 814-SO-2540438	06/01/2020	Thermo wands-COVID-19	\$438.97	
	RK USBank Lowes 14827	06/01/2020	Trailer deck wood	\$75.86	
	RK USBank Lowes 43484838	06/01/2020	Hose-water machine	\$54.13	
	RK USBank Lowes 43944534	06/01/2020	Paint, brush	\$35.58	
	RK USBank McDaniels A04971	06/01/2020	Water machine supplies	\$30.23	
	RK USBank McDaniels A06775	06/01/2020	Water machine supply return	(\$28.38)	
	RK USBank McDaniels A11953	06/01/2020	Fasteners for steam cleaner	\$10.84	
	RK USBank McDaniels j87597	06/01/2020	Lacquer thinner-steam	\$18.55	
	Rk USBank McDaniels j99161	06/01/2020	EP28 hardware	\$17.72	
	RK USBank McDaniels X91059	06/01/2020	Steam cleaner fasteners	\$4.12	
	RK USBank Snohomish Co-Op 00039697	06/01/2020	EP10 unleaded	\$40.30	
	RK USBank TacomaScrew 18275564	06/01/2020	Steam cleaner parts	\$8.71	
	SC USBank Home Depot 2611305	06/01/2020	PW shop restroom timer	\$34.91	
	SC USBank HomeDepot W951690366	06/01/2020	City Hall front counter supplies-COVID-19	\$820.14	
	SC USBank McDaniels 048244	06/01/2020	Edger Blades	\$13.07	
	SM USBank McDaniels j87713	06/01/2020	Ferguson Park/stock	\$38.17	
	SS USBank OtterBox 09046133	06/01/2020	IPhone Accessories	\$54.49	
	TC USBank WSDOT CP-201411873	06/01/2020	City Hall Escape traffic Fine	\$101.50	
	TJ USBank Office Max 035403	06/01/2020	Copier Paper	\$16.46	
	TJ USBank Walmart 024633	06/01/2020	Monitor Cable Adapter	\$16.26	
	WP USBank GODADDY.COM 1679904393	06/01/2020	SnohoCentennialTrail.com Domain Renewal	\$19.24	
	WP USBank GODADDY.COM 1680765506	06/01/2020	Domain Renewal for Centennial Trail	\$13.29	
	WP USBank Trisha Jaross 163	06/01/2020	Graphic Design for Shop Safe Snohomish-COVID-19	\$300.00	
	WP USBank UPRINT 06885817	06/01/2020	Window Clings Shop Safe Snohomish - COVID -19	\$485.10	
VOID					\$0.00
72984	VOID	06/01/2020		\$0.00	
Usa Bluebook Inc					\$87.84
72985	231328	06/01/2020	Lab Supplies	\$87.84	
Verizon Wireless					\$24.06
72986	9854271069	06/01/2020	CSO auto dialer	\$24.06	
Washington Tractor					\$431.80
72987	2072362	06/01/2020	Mower Blade	\$53.43	
	2088221	06/01/2020	EP28 rim and wheel	\$309.18	
	2088225	06/01/2020	EP28 mower blade	\$69.19	

CONSENT ITEM 9.

Schedule of Checks for the Checks Issued Since the June 2, 2020 Meeting

Name Check#	Invoice#	Check Date	Description	Amount	Vendor Total
Whistle Workwear					
72988	TR-508600	06/01/2020	Uniforms-Kevin Buse	\$167.98	\$1,547.69
	TR-508601	06/01/2020	Uniforms Kevin Buse	\$242.05	
	TR-508602	06/01/2020	Uniforms Kevin Blaine	\$340.86	
	TR-508604	06/01/2020	Boots-Kevin Blaine	\$197.63	
	TR-508605	06/01/2020	Uniforms Derek Debaradi	\$260.83	
	TR-508607	06/01/2020	Rubber Boots Derek Debaradi	\$138.34	
	TR-508608	06/01/2020	Boots Derek Debaradi	\$200.00	
Linda Sok					
72989		06/05/2020	LSok BL Refund	\$75.00	\$75.00
Lucie Cartier					
72990		06/05/2020	LCartier BL Refund	\$75.00	\$75.00
Snohomish County Treasurer					
72991		06/05/2020	April 2020	\$12.17	\$106.69
		06/05/2020	March 2020	\$94.52	
Stetson Kalilikane					
72992		06/05/2020	SKalilikane BL Refund	\$75.00	\$75.00
Washington State Treasurer					
72993		06/05/2020	April 2020	\$983.65	\$7,419.43
		06/05/2020	March 2020	\$6,435.78	
WIPA-Seattle					
72994		06/05/2020	Wipa-Seattle BL Refund	\$75.00	\$75.00
AACRA Testing					
72995	11129	06/08/2020	Backflow tests	\$1,753.20	\$1,753.20
Allstream					
72996	16857866	06/08/2020	Police station security alarm analg line	\$75.37	\$75.37
ARC Architects, Inc					
72997	2017018 23	06/08/2020	ARC Design Invoice	\$10,931.25	\$10,931.25
City of Everett Utilities					
72998	010157 052020	06/08/2020	Utilities-Water	\$42,251.66	\$48,495.93
	010164 052020	06/08/2020	Utilities-Water	\$551.77	
	016739 052020	06/08/2020	Utilities-Water	\$1,044.01	
	017410 052020	06/08/2020	Utilities-Water	\$1,191.05	
	019546 052020	06/08/2020	Utilities-Water	\$3,457.44	
Firstline Communications, Inc					
72999	158210	06/08/2020	Security update on phone system.	\$154.42	\$154.42
H.B. Jaeger					
73000	U2016024042	06/08/2020	tapping saddle parts	\$195.20	\$195.20
Housing Authority of Snohomish County					
73001	582838	06/08/2020	AHA FY21	\$1,738.00	\$1,738.00
Jones Chemicals Inc					
73002	822784	06/08/2020	Cl2/SO2	\$5,685.85	\$4,785.88
	822863	06/08/2020	Cylinder Credit	(\$899.97)	
Kelley Connect					
73003	IN677261	06/08/2020	City Hall copier	\$121.19	\$121.19
Nelson Petroleum					
73004	0731147-IN	06/08/2020	Gen Fuel	\$432.09	\$432.09
Platt Electric Supply					
73005	0J58376	06/08/2020	PW shop heater supplies	\$30.22	\$30.22
Shred-It USA, Inc					
73006	8129754099	06/08/2020	Police Records Shred Services	\$174.72	\$174.72

CONSENT ITEM 9.

Schedule of Checks for the Checks Issued Since the June 2, 2020 Meeting

Name	Check#	Invoice#	Check Date	Description	Amount	Vendor Total
Smarsh, Inc						\$527.90
73007		INV00590405	06/08/2020	City text msg & social media archival solution	\$527.90	
Snohomish County PUD						\$1,293.84
73008		105359517	06/08/2020	2001-0472-7 PUD Rainer	\$421.70	
		105359518	06/08/2020	2002-0504-5 Lincoln LS PUD	\$56.33	
		105360640	06/08/2020	2010-1618-5 Hill Park LS PUD	\$71.47	
		105360641	06/08/2020	2010-5484-8 Champagne LS PUD	\$107.11	
		108658662	06/08/2020	2013-7757-9 Signal	\$28.43	
		115254750	06/08/2020	2013-7758-7 Signal	\$22.68	
		118566057	06/08/2020	222535643 Temp Power	\$226.24	
		118569106	06/08/2020	2013-6546-7 WTP	\$252.94	
		125202394	06/08/2020	2020-5999-4 Lighting	\$8.30	
		131797506	06/08/2020	2006-1127-5 Commercial LS PUD	\$36.77	
		164378983	06/08/2020	2203-1861-2 Lighting	\$61.87	
Snohomish Senior Center						\$1,000.00
73009		20-027	06/08/2020	Senior Center Monthly	\$1,000.00	
Tyler Technologies, Inc						\$275.00
73010		025-298609	06/08/2020	Software Training	\$275.00	
US Bank CPS						\$1,732.85
73011		USBank LB Amazon 0608205	06/08/2020	Cell Phone Cases	\$524.08	
		USBank LB Carrotop 100175081	06/08/2020	Replacement Flags	\$1,164.28	
		USBank RK Home Depot 5011425	06/08/2020	detergent	\$10.89	
		USBank SC MCDaniel A12871	06/08/2020	Supplies for PW Shop	\$33.60	
Usa Bluebook Inc						\$268.42
73012		244115	06/08/2020	Lab Supplies	\$268.42	
Voyager						\$1,284.35
73013		869344283023	06/08/2020	Fleet Fuel	\$1,382.78	
		869344283023 1	06/08/2020	Fleet Fuel Tax adjustments	(\$98.43)	
						TOTAL: \$135,460.12

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 #72968 through #73013 in the total amount of \$135,460.12 through June 8, 2020 are approved for payment on June 16, 2020.

Mayor

Councilmember

Councilmember

Councilmember