



CITY OF SNOHOMISH

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

NOTICE OF SPECIAL MEETING

2021/2022 GOAL SELECTION WORKSHOP

SNOHOMISH CITY COUNCIL

TUESDAY
September 8, 2020
5:00 p.m.

WORKSHOP 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 September 8, 2020 workshop 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. 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/89108410495>

Meeting ID: 891 0841 0495

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

+1 253 215 8782 or
+1 669 900 6833 or
+1 346 248 7799 or
+1 312 626 6799 or
+1 929 205 6099 or
+1 301 715 8592

YOU WILL BE PROMPTED TO ENTER THE MEETING ID# --

Meeting ID: 891 0841 0495

**THEN, YOU WILL BE PROMPTED TO ENTER A PARTICIPANT NUMBER --
ENTER THE # SYMBOL**



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**TUESDAY
September 8, 2020
5:00 p.m.**

WORKSHOP AGENDA

*Estimated
time*

- | | | |
|------|---|----------------------------------|
| 5:00 | 1. Welcome and Agenda Overview | Mayor John Kartak |
| 5:05 | 2. Selection of City Council Goals for 2021/2022 | Councilmember Tom Merrill |
| 6:50 | 3. Break | |
| 7:45 | 6. Wrap-Up / Adjournment | Mayor John Kartak |

NEXT MEETING: The next regular meeting is scheduled for Tuesday, September 15, 2020, at 6:00 p.m., via Zoom online access.

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.

ATTACHMENTS

2021/2022 Goal Selection Workshop

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**Draft Council Goals Workshop
September 8, 2020**

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ATTACHMENT A

Rank	Goal	Original Name	Category	Contact
	Solicit Public Safety Input	Public Safety	Public Safety	CM Ray/Redmon
	Expand Community Involvement & Communication	- Annual Town Hall Meeting - Increase City Council/Citizen Communication - Equitable Communication Channels	Community Involvement	CM Kuleta
	Update Boards & Commissions	Boards and Commissions Review	Governance	CM Ray/Redmon
	Create 2022 – 2027 City of Snohomish Strategic Plan	Update City of Snohomish Strategic Plan	Governance	CM Merrill
	Resource Snohomish Economic and Business Recovery	Resource Snohomish Economic and Business Recovery	Economics	CM Merrill
	Extend Sewer North of Blackman Lake	North Blackman Lake Sewer Extension	Infrastructure	CM Dana
	Extend Broadband City Wide	Policy for High Speed Internet/Broadband	Infrastructure	CM Merrill/Redmon
	Remove barriers to Affordable Housing Initiatives	Remove barriers to Affordable Housing Initiatives	Housing	CM Redmon/Kuleta
	South UGA – Yea or Nay	South UGA – Yea or Nay	Geographic Growth	CM Dana
	Foster Environmental Sustainability	Environmental Policies, Greenspaces	Environmental Policies	CM Ray/Redmon
XXXX	To be taken up at a later time after more discussion with staff	Explore Annexation Possibilities	Geographic Growth	CM Dana & Staff

***Suggest changing “Schedule Additional Regular Council Meetings” (CM Kuleta/Redmon) from a Goal to an Intention.**

****The following goals were discussed but tabled for future consideration:**

- Increase Downtown Parking Options
- Regional Trail Connection
- Mid-Town Planning & Improvements – Implementation Phase
- Attract a Hotel/Motel

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ATTACHMENT B

Solicit Public Safety Input

Goal: Provide a conduit and forum for public input on all safety-related issues through the Public Safety Commission and other venues such as Council meetings and Town Halls. Solicit input from the Public Safety Commission on issues related to public safety to inform Council decisions and policy. Create an ongoing program to support and promote community efforts on crime prevention and disaster preparedness.

Importance: Soliciting input from the community on safety-related issues strengthens the connection with City government and provides guidance on policy creation. Promoting public safety measures in neighborhoods builds connection and trust between neighbors, neighborhoods, City government, and police. Neighborhood watch programs reduce crime, enhance our community and create the network to develop emergency preparedness programs such as Map Your Neighborhood and CERT teams. Emergency preparedness programs maximize the resources available in each neighborhood in the event of an emergency and could save lives in a disaster. Utilizing Fire District CERT-trained individuals to form CERT teams can be a resource to first responders.

Proposed Completion: The policy framing this program will be written by end of 4th quarter 2020, and implemented by end of 1st quarter 2021. Completion of this goal relies on review and update of the Public Safety Commission Duties/Purpose in the relevant portions of SMC Chapter 2.

Scope of Effort: Policy will be written by Council, with the assistance of the City Attorney, the Public Safety Commission, and the Police and Fire Chiefs. Implementation will be managed by the Public Safety Commission and the Council Liaison, with the assistance of the Police Chief and Snohomish Fire District CERT program as needed.

Completion Criteria: Modification of relevant portions of Snohomish Municipal Code, adoption of code revisions by Council, adoption of program goals by Public Safety Commission, and communication of program goals to Fire District and Police Department.

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ATTACHMENT C

Expand Community Involvement & Communication

Goal: Create an intentional and open line of communication between City Council members and citizens by utilizing various modalities to achieve this.

Importance: City Council works for the citizens they serve and it is important to create an atmosphere of open dialogue to better understand the needs of the community. Open dialogue creates a direct line for the citizens to air their concerns, while building trust. Fostering a relationship between elected officials and citizens leads to a more inclusive and open governance.

Proposed Completion: Ongoing with annual review by City Council at public meetings.

Identify Who Should Be Involved: City Council and community members.

Scope of Effort: No identified costs; hours will vary.

Completion Criteria: Utilize a form of feedback at the end of Town Hall sessions and encourage feedback from citizens. Annual review. Examples: Were the Town Hall, coffee sessions and other formats to be determined helpful? Is there a perception City Council members are listening?

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ATTACHMENT D

Update Boards & Commissions

Goal: Update and clarify Snohomish Municipal Code 2.06 related to City Boards and Commissions. As defined by SMC 2.06.015, review all Snohomish Boards and Commissions for relevance and update their purpose as needed. Define roles of Council Liaisons. Examine selection and attendance policies and method, timing, and location of meetings to ensure there are as few barriers to equitable participation as possible.

Importance: The Boards and Commissions provide an important conduit of information from the community to the Council. They advise the Council on policy, perform operational duties, and participate in community interaction opportunities related to their purpose. The statement of purpose and/or duties for each body should be relevant and up to date. Council Liaisons can help guide activities of the Boards and Commissions to ensure the most benefit to the community, and to ensure the roles of these bodies are fully utilized by Council. Review of the codes governing City Boards and Commissions provides an opportunity to ensure that all members of our community have equal opportunity to participate in these advisory bodies.

Proposed Completion: Review of relevance and purpose will begin with the Public Safety Commission, to be completed by the end of Q4 2020. Review of all Boards and Commissions and code revisions will be completed by the end of the Q2 2021.

Scope of Effort: Duties and purpose of each Board and Commission and the roles of Liaisons will be written and approved by Council, with the assistance of the City Attorney and the staff assigned to each of the Boards or Commissions if needed. Council will vote on revisions of policy.

Completion Criteria: Revised code approved by City Council.

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ATTACHMENT E

Create 2022 - 2027 City of Snohomish Strategic Plan

Goal: Create a five year City of Snohomish Strategic Plan

Importance: A Strategic Plan reflects the long-term vision and goals of the City of Snohomish. The planning process is used to ensure City staff, City Council, and the community are in alignment on those goals and priorities. It is the key framework used to prioritize initiatives, resources, and establish budgets.

The last strategic plan, Imagine Snohomish, was developed and issued in 2013 to cover the years 2014 through 2018. The defined strategies from this Plan are referenced and provide guidance in planning, City staff recommendations, and development of Ordinance/Resolutions. However, much has changed in the interim, and the 2013 Strategic Plan may no longer reflect the needs of our future.

Proposed Completion: Complete in 2021 prior to the 2021/2022 biennial budget review.

Scope of Effort: Input, development, and review will require:

- Citizens of Snohomish
- City staff
- City Council
- City of Snohomish Commissions and Committees

Intent is to complete without engaging external resources.

Completion Criteria: A completed City of Snohomish 2022 - 2027 Strategic Plan, including all reviews.

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ATTACHMENT F

Resource Snohomish Economic and Business Recovery

Goal: Aid a flexible Snohomish economic and business recovery through the various mechanisms available to the City of Snohomish government.

Importance: The economic impact of the COVID-19 pandemic has already affected Snohomish businesses and is expected to continue to do so for some time, possibly up to two years. The pandemic has also accelerated the trend towards online shopping that cannibalizes the brick and mortar experience and the resulting sales tax revenue. Many of our businesses may well close their doors permanently and many others will continue forward in a diminished capacity. The future economy that Snohomish relies on for both revenue and charm will most probably change but in ways, at present, unknown and uncertain.

Other cities are faced with the same reality. There will be a scramble to reorient towards new sources of revenue with great competition for new economies and for each dollar. This goal's purpose is to help our local businesses recover and remain competitive by providing the flexibility for an assertive 'look ahead' to find, identify, and attract creative new business opportunities and help current businesses adapt to future economic opportunities.

Proposed Completion: This is a 2-year goal that phases out year-end 2022.

Scope of Effort: Meeting the goal's purpose will require the availability of many different resources. Such resources may include but is not limited to the following:

- Temporary staffing
- Consulting services
- Marketing campaigns
- Outreach programs
- Federal, State, County program coordination (example: Snohomish County Economic & Workforce Recovery Task Force)
- City of Snohomish Planning Department
- City of Snohomish Economic Development Department
- Planning Commission
- Economic Development Committee
- City Council
- Budget: \$200,000

A first step in addressing this goal is to develop the necessary oversight and processes governing the approach and use of resources.

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ATTACHMENT G

Extend Sewer North of Blackman Lake

Goal: Extend sewer service to the east side of SR9 north of Blackman Lake

Rationale: Our City finds itself in a unique position this year in that we have excess revenue in our sewer utility budget at a time when we are trying to encourage annexation and development north of the City. Typically, utility extensions are paid for by developers, but our circumstance here requires initiative by the City because of the engineering and cost of building a sewer trunkline from some point on the Cemetery Creek interceptor through the hump to the lake side of SR9, then to the north some distance.

Normally, undeveloped land provides financial incentive for developers to invest in infrastructure extension. In this case, a combination of factors drives this need.

1. Our existing downstream collection system is overburdened by properties north of the lake that were connected years ago, recognizing that doing so required declaring a moratorium moving forward. Building the East SR9 trunkline would enable the City to move existing service to an alternate drainage option.
2. Parcels suitable for development north of the lake are small enough there is little financial incentive for any single developer to take on the financial commitment. Critical areas impact the undeveloped parcels enough that actual development potential is a big question. As a result, if the City wants to see development take place, the initiative shifts to the City.
3. Assumptions about capacity in our sewage treatment plant anticipate new hook-ups that will enable the plant to operate in a more optimal efficiency range.
4. New hook-ups will add revenue to the utility while only consuming capacity we planned for and paid for many years ago.

If the decision is made to pursue this goal, there are a variety of issues that need more detailed investigation.

Scope of Effort: The scope of the project can be limited to extending a trunkline under the highway to a point near the northwest corner of the lake, and ending it there with the expectation that developers will pay for subsequent extensions OR build the line north along 99th Avenue to 30th Street (aka John Jump Road) with the reasonable expectation that developers could install the significant lateral lines. Or, is there more pressure to head east on 22nd Street? I know there is interest in the property where King Charley's Drive In sits for sewer to enable commercial development.

The size of the line can be engineered to provide adequate capacity for just the land south of the US2 bypass, OR it can be oversized to provide capacity for development that might be on the north side of the US2 bypass. If the City decides that growing to

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the north is likely, the Bickford Avenue trunkline may be the better solution, but capacity constraints there may be limiting. The east side interceptor should be sized to be a suitable alternative if the Bickford Avenue line does not have excess capacity already.

There are a number of factors related to cost benefit analysis. If the City pays, will the subsequent development provide a quicker return? How much engineering and construction will it take to incite development to follow? Is there a way to recapture the City investment if the City pays? Are there other utility investments we expect to be needed if development comes?

Annexation conversations can also follow if the City services are available.

DRAFT

ATTACHMENT H

Extend Broadband City Wide

Goal: Complete a City of Snohomish policy and plan for extending high-speed broadband internet availability to all residences, including rentals, and businesses within the City of Snohomish. (For preliminary discussion purposes, “high-speed” is defined as 100 megabyte/second or greater download to residences, and greater than 1 gigabit for businesses. Satellite services are not considered adequate due to ‘round-trip’ latency.)

Importance: Fast, secure, reliable, affordable internet access is now a basic requirement for business competitiveness and for equity among our citizens. Businesses looking to relocate or expand their reach assume high-speed internet as a basic requirement. For households, access to information and services is more and more reliant on the internet, as is our children’s education. High-speed internet needs to be accessible by all because of the economic and educational opportunities that are unavailable to those without access. Any policy created must ensure equal access and assistance with costs for low-income residents.

Proposed Completion: The City of Snohomish policy for ensuring high-speed internet availability for all citizens should be complete by 4th quarter 2021, with a plan to begin rollout in 2022.

Scope of Effort: Policy development will likely require the Planning Commission and Economic Development Committee for planning and outreach to internet providers. Consulting expertise to navigate potential options, including but not limited to public/private partnerships, subsidies, and establishing municipal internet as a utility. (A lobby effort may be required in Olympia for change of RCW 54.16.3330 that limits the establishment of a municipal broadband utility.) May require time of the Economic Development Manager, and possibly the Finance Director’s time on financial matters related to utilities, and time of the Public Works Director. Communication with AWC's lobbyists and Broadband Committee, who are working on this at the state level, and with the new Washington State Broadband Office will be important to keep abreast of developments and to provide guidance in moving forward.

Completion Criteria: An approved Broadband Policy with a follow-on plan for implementation approach.

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ATTACHMENT I

Remove Barriers to Affordable Housing Initiatives

Goal: Review and revise City policies that address housing--including but not limited to zoning, connection fees, impact fees, permit fees, available property promotion, and other housing policies--with the goal of removing barriers to affordable, missing middle, workforce, and infill housing and/or creating additional incentives. Explore possible options, such as security deposit legislation, just cause eviction policy, and rent stabilization, that would keep our families and preserve socioeconomic diversity in our town. Move quickly to institute new housing policy options created by the State Legislature that provide funding to increase affordable housing stock and access. Communicate with the community to foster support for a housing policy that meets community needs.

Importance: Snohomish continues to lack adequate stock of “missing middle,” workforce, and affordable housing to meet the needs of the community. In addition, to help Snohomish comply with the Growth Management Act, a wider range of housing options is necessary to accommodate the population Snohomish is expected to absorb over the coming years. Snohomish is a less diverse community than nearby communities, and ensuring a wider range of housing options may make living in our community more accessible to a wider range of socioeconomic groups.

Proposed Completion: Policy changes completed by the end of 4th quarter of 2021.

Scope of Effort: Interested Councilmembers will review City policies and new tools available for increasing housing stock and access, utilizing the recent HART report and other resources, with the assistance of the Planning Director and the Alliance for Housing Affordability. Assistance may also be sought from AWC, MRSC, HASCO, WLIHA, NLIHC, the Housing Consortium of Everett and Snohomish County, Housing Hope, Snohomish Affordable Housing Group, Master Builders Association, Washington Department of Commerce, and other groups working on this issue. Council will vote on revisions of policy.

Completion Criteria: Removal of policy barriers to development of a wider range of housing options and implementation of incentives, with an emphasis on the Pilchuck District. Addition of code addressing programs to provide renter assistance in accessing and maintaining residence in the City.

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ATTACHMENT J

South UGA – Yea or Nay

Goal: Have a conversation with property owners south of the Snohomish River and within our Urban Growth Area about possible annexation into the City to determine whether annexation is likely to happen.

We've come to a point where an ultimatum is necessary. In or out. If they are in, we need to see a petition in some appropriate time frame. If they are out, then we need to enter into discussions with the County to amend our urban growth boundary in some other direction.

Discussion: The size of our Urban Growth Area was determined in the early 1990's when the Growth Management Act was originally passed in '92 or '93. Assumptions were made about potential for jobs, commercial development, and housing. At that time, we reserved capacity in the City plan with the expectation that a part of those assumptions would come from areas south of the river. Since that time, we had one annexation petition that was shot down by the Boundary Review Board. No others have been proposed.

So now, twenty-five years later, should the City continue to reserve capacity for the South UGA?

If the County won't consider an addition to the City UGA to the north because so much of our existing UGA is underdeveloped, we have to determine why development has not happened in areas both north and south of the river. If property owners in the South UGA believe they can get a better deal by remaining in the County, we should request that the County allow us to remove the South UGA, and then lobby for a corresponding area replacement either north of the US2 bypass or some other location.

City Council members need to understand that our job is to have a long vision for our City. Warnings from our Finance Department of waning sales tax revenues should encourage us to look at our needs ten, fifteen or even twenty-five years out. We should be preparing the way for revenue needs beyond our immediate planning horizon.

A few issues that come to mind off the top of my head:

- Possible annexations with residential development potential should be viewed in the context of our sewage treatment capacity.
- From a utility standpoint, serving the area south of the river has some issues. Sewer lines would require pump stations to get effluent to the treatment plant.
- Liability for the Avenue D bridge is an issue.
- Expansion of the airport is an issue.
- Flooding is an issue regarding both Floodway and Floodway Fringe designations.
- The degree to which the County insists on influencing future land uses is an issue.

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ATTACHMENT K

Foster Environmental Sustainability

Goal: Ensure current and new City policies foster environmental sustainability.

Importance: This goal ensures a healthy environment and vibrant community now and into the future. The City also has a duty to fulfill treaty obligations by protecting the aquatic habitats under our purview. All members of our community should have access to safe air, water, and greenspaces. As it is now known that climate change is disproportionately harming marginalized communities, it is imperative that we seek ways to decrease our contributions to climate change.

Proposed Completion: Policy and code review and revision by end of 2nd quarter 2021.

Scope of Effort: Interested Councilmembers will review procurement policies, planning code, and facilities and public spaces management/maintenance policies, with the assistance of the City Administrator, Planning Director, Parks Department staff, Park and Recreation Board, and Finance Director, as needed. The City Attorney may be consulted for approval of policy language if necessary. Council will vote on revisions of policy.

Completion Criteria: All code, policies, and practices reviewed and revisions suggested where needed and submitted to Council for approval.