

**Snohomish City Council Minutes  
July 19, 2022**

1. **CALL TO ORDER:** Mayor Pro Tem Merrill called the Snohomish City Council Meeting to order at 6:00 p.m., Tuesday, July 19, 2022. The meeting was held in hybrid format with in-person attendance at the Snohomish Carnegie, 105 Cedar Avenue, Snohomish, and remote online access via Zoom.

**COUNCILMEMBERS/MAYOR PRESENT**

Lea Anne Burke  
David Flynn  
Karen Guzak  
Judith Kuleta  
Tom Merrill  
Felix Neals  
Donna Ray

**STAFF PRESENT**

Brooke Eidem, Planner  
Emily Guildner, City Attorney  
Nova Heaton, Public Works Director  
Shari Ireton, Director of Community  
Engagement & Strategic Initiatives  
Scott James, Finance Director  
Yosh Monzaki, City Engineer (*remote*)  
Rob Palmer, Police Chief  
Rebekah Park, HR Manager (*remote*)  
Glen Pickus, Planning Director  
Heather Thomas, City Administrator  
Brandi Whitson, City Clerk

**COUNCILMEMBERS/MAYOR ABSENT**

Linda Redmon, Mayor

2. **APPROVE AGENDA** contents and order.

**MOTION** by Ray, second by Burke to approve the agenda as presented. Motion passed unanimously (7-0).

3. **CONSENT ITEMS:**

- a. AUTHORIZE Mayor to Execute Professional Services Agreement with ESA for On-Call Environmental Services
- b. APPROVE minutes of the July 5, 2022 regular meeting
- c. AUTHORIZE payment of claim warrants #77147 through #77199 in the amount of \$786,665.37 issued since the last regular meeting.

**MOTION** by Guzak, second by Neals to PASS the Consent Items. Motion passed unanimously (7-0).

4. **PUBLIC COMMENTS:**

**Morgan Davis** commented on tax amounts cited at the previous meeting on multifamily tax exemptions.

5. **ACTION ITEMS:** CANCEL August 2, 2022 regular meeting for National Night Out

Public Comment:

**Terry Lippincott**, thanked Council for cancelling the meeting to attend and participate in National Night Out.

**Morgan Davis** did not approve cancelling the meeting.

Public Comment Closed.

**MOTION** by Burke, second by Guzak to CANCEL the August 2, 2022 regular meeting Motion passed unanimously (7-0).

6. **DISCUSSION ITEM:** 2023-2024 Council Goals and Budget Planning

Mr. James introduced the Budget calendar showing the estimated dates and topics that will be completed for the 2023-2024 budget discussions and upcoming actions. Decision Packets (DP) are being used and will be included with the budget packet for further details. The first draft of the budget is expected to present to Council on October 4, with the final public hearing and adoption anticipated for November 15.

Mr. James shared changes made to the DP form, including title, and addition of applicable Council goals. He shared new forms developed and their content and intent, such as 2023-2024 Capital Decision Project Description questionnaire form, Capital & Major Component Replacement Decision Package form, Resource Plan (i.e. what funds will be used, grant opportunities, in kind matches), Ongoing Expenses associated with a project, and a Fleet Vehicle/Equipment Budget Decision Package.

Council asked questions to which staff responded:

- Forms listed to 2027 to keep details manageable.
- Resource and equipment management software would help with maintenance schedules, while the DPs were focused on budgetary considerations.
- Reports from that software could be used to support budget appropriations and decisions.
- Comprehensive Plan updates would apply to the next budget cycle; the 2023-2024 budget would reference the current Plan.
- Extra work needed to complete the budget forms balanced by the creation of transparency, clarity, and better projections.
- Utilizing current and new software capabilities to the best advantage.

Public Comment: None

Public Comment Closed.

Council President Merrill introduced the Council goals and some changes he and Ms. Thomas initiated, such as splitting some goals apart, rewording others, and the reasons behind doing so.

Council and staff discussed the changes to the draft document, finding the correct wording, and appropriate format of listing goals with associated potential actions. Some points covered:

- Changes to public safety goals; include equitable and inclusive community.
- Meaningful community involvement.
- Accessible housing in terms of physical structures and systems (e.g. zoning).
- Goals kept in general terms could help drive more detail-specific Comprehensive Plan amendments and potential policies.
- Changing Environmental Sustainability to include "Resiliency".

- Expanding "Promoting Economic Vitality" to include diversity, adaptability, resiliency.
- Establishing baselines to know where improvements were needed, for instance, in terms of broadband and other infrastructure.
- Consider renewability and sustainability; replacement and maintenance costs; prioritization.
- Determining appropriate areas and levels of services for the City to provide.
- Disaster response preparedness.
- Relationship of the Strategic Plan and Comprehensive Plan.
- North sewer area and potential annexations affecting housing and infrastructure goals.
- Addressing UGAs through other processes, not as a goal.
- Development of parks, and updating the PROS Plan.
- Re-evaluate roles of Boards and Commissions and relationship with Council; develop charters for each.

**RECESS** at 8:10 p.m. for ten minutes, until 8:20 p.m.

Council President Merrill inquired now that the high-level goals were determined, did Council want to review bullet points under each goal. Council concurred to review at a later time, and Ms. Thomas would revise the goals based on notes from tonight's discussion. Council President Merrill and Councilmembers Guzak and Ray offered to meet to review that document, and provide an updated draft to Council in September. Councilmember Guzak requested staff input on the goals as well.

Council President Merrill opened public comment on the Council Goals portion of the Discussion Item:

Public Comment: None

Public Comment Closed.

7. **OTHER BUSINESS/INFORMATION ITEMS:** Council President Merrill mentioned a memo received from Gordon Cole regarding increased theft and trespassing in the north end of the City. He would meet with Chief Palmer regarding the situation.

8. **COUNCILMEMBER COMMENTS/LIAISON REPORTS:**

Councilmember Guzak reported on the Kla Ha Ya Days event, and suggested Council and City staff volunteer for events. She thanked the Lions Club and Andrew Urie for their work.

Councilmember Burke stated she was not selected for the jail standards task force she had been invited to apply for.

Councilmember Neals commented on Kla Ha Ya Days as well, and thanked law enforcement for their efforts to keep everything moving forward and making all feel welcome.

Councilmember Ray thanked the Lions Club and Terry Lippincott for organizing National Night Out.

Councilmember Flynn was thankful for the events and for those involved with putting them together.

9. **COUNCIL PRESIDENT'S ITEMS/REPORTS:** Council President Merrill pointed out some historic trees died this year and have been removed. He had been approached by several citizens about the multifamily tax exemption, and expected meetings on the topic will bring a lot of interest.

10. **CITY ADMINISTRATOR'S COMMENTS:** Ms. Thomas thanked everyone, especially staff, for their efforts for Kila Ha Ya Days. She reported the Planning Department was awarded a grant for helping with the housing component of the Comprehensive Plan to help address some of the missing middle and public outreach.

11. **MAYOR'S COMMENTS:** None.

12. **ADJOURN.** There being no objection, the meeting adjourned at 8:34 p.m.

APPROVED this 16th day of August, 2022.

CITY OF SNOHOMISH

ATTEST:

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Linda Redmon, Mayor

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Brandi Whitson, City Clerk