

**Snohomish City Council Minutes**  
**March 21, 2023**

1. **CALL TO ORDER:** Mayor Redmon called the Snohomish City Council Meeting to order at 6:00 p.m., Tuesday, March 21, 2023. 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.

- a. Roll Call

**Present:** Councilmembers Lea Anne Burke, David Flynn, Karen Guzak, Judith Kuleta, Felix Neals, Tom Merrill (*remote*), and Donna Ray; Mayor Linda Redmon

- b. Pledge of Allegiance

2. **PRESENTATION:** Conservation Month Proclamation

Mayor Redmon explained the Conservation Month proclamation as posted on the agenda would be shared next month, and instead read a proclamation acknowledging Women's History Month. The proclamation shared specific contributions to Snohomish by women, including Anne Eason, the City's first Councilwoman, who was in attendance at the meeting.

**MOTION** by Neals, second by Burke to suspend Council rules to move Approve Agenda before Public Comment. Motion passed unanimously (7-0).

4. **APPROVE AGENDA** contents and order (*moved ahead of Public Comment, by motion*)

Mayor Redmon requested a motion to move Action Item 6. to be the first Discussion Item.

**MOTION** by Neals, second by Merrill to move Action Item 6 to Discussion Item 7a and to allow public comment during that item. Motion passed unanimously (7-0).

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

3. **PUBLIC COMMENT:**

**Bonny Headley**, in writing, commented on tree retention.

**Jim Lewis** supported the UW Livable City Year contract and opposed drone use in the City.

**Branden Born, UW Livable City Year Program**, was excited to partner with the City.

**Morgan Davis** commented on Police Chief recruitment.

**Melody Clemans** commented on the Proclamation, and addressed affordable housing.

**Tom Engel** thanked staff for their assistance addressing a recent issue.

**Terry Lippincott** shared the Snohomish Friends of the Library received a large bequest.

5. **CONSENT ITEMS:**

- a. UPDATE Reimbursement Policy - PASS Resolution 1449

- b. AUTHORIZE Mayor to Execute Opioid Settlement Agreements

- c. AUTHORIZE Mayor to Execute Agreement for the University of Washington Livable City Year Program
- d. ACCEPT Snohomish Carnegie Building Close-Out
- e. APPROVE minutes of the March 7, 2023 regular meeting
- f. AUTHORIZE payment of claim warrants #78426 through 78514 in the amount of \$371,709.06, issued since the last regular meeting.

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

- 6. **ACTION ITEM:** APPROVE New Interlocal Agreements with Fire District 4 (*moved to a Discussion Item at the beginning of meeting.*)

7. **DISCUSSION ITEMS:**

- a. New Interlocal Agreements with Fire District 4 (*moved to the first Discussion Item at the beginning of meeting.*)

City Administrator Heather Thomas briefly explained the history of the interlocal agreements (ILA) and City's partnership with the Fire District. The two contracts presented tonight--one related to properties, the other to services--were separate but connected; neither would be effective without both being signed. Fire District 4 Chief Don Waller clarified the ILAs set the foundation for further conversations and additional ILAs as details were worked out. Those details, such as policy decisions and potential fee schedules, would be brought before Council prior to adoption.

The Council asked several questions, which staff and Chief Waller answered:

- The City and Fire District have joint ownership of different properties; the new ILAs would address that and split ownership, including the proposed joint civic campus.
- The City would own the property on which the Food Bank is located, whose lease would continue.
- Future property transfers would be done after the civic campus was complete.
- Investigation services were addressed in a new ILA last year, in which the County Fire Marshal performs investigations if requested by the Fire District, and the City was billed. The reference to "third party" in the new ILA would allow another qualified agency to perform the investigations if needed.
- Volunteers' access to information needed further definition, but could include volunteers designated during an emergency, or chaplains, who were often volunteers.
- Station 41 (on Maple Avenue) could be renamed or targeted for other uses, such as logistics, after the civic campus was completed. The new fire station at the civic campus would become Station 41.
- The City would retain its Building/Fire Official for planning and permitting review. Additional conversations would be needed to further define or identify in a separate ILA the Fire District's involvement and expectations; contacting other cities for their process and procedure models.
- The City was required to have a designated Fire Marshal, that did not have to be the Building Official; leveraging experience and the best way to fill the role to provide fire

- safety service for the community.
- Ensuring clear language in ownership and funding expectations of the civic campus; for instance, the Fire District could buy the City's portion of the property if the City was unable to fund construction.
- Each step of the process would require its own process; the Fire District could begin development before the City was in a position to.
- Language was included in the ILAs so it would be applicable regardless of whether Fire District 4 remained on its own or merged with another entity.
- Concerns raised about not having specific fees or rates for the various services; some fees were provided in the City's current Master Fee Schedule.
- Addressing hazardous risks, fire prevention, inspections; plan review to prevent new risk areas from being developed.
- Reviewing existing buildings to resolve fire risks and City's enforcement ability, with input from Building/Fire Official and Fire District.

Public Comment:

**Morgan Davis** questioned which buildings would be inspected to ensure equality.

**Jim Lewis** commented on security risks associated with access to information and software.

**Sharon Pettit** commented on City Building/Fire Official services and enforcement, and the City's relationship with the Fire District.

**Brian Mills** questioned the history of Station 41 ownership, and cautioned detailed review of the documents.

Public Comment: Closed

Council thanked staff for allowing the opportunity to discuss the topic, and thanked Chief Waller for attending. Staff would work on compiling additional information for future action, potentially including details of building and fire code responsibilities, fees, role of volunteers, definitions, and history of the City's ownership of the Station 41 property.

b. Law Enforcement Annual Report

Police Chief Rob Palmer provided an overview of the Annual Report for 2022, sharing updates in staffing, community connections, and statistical highlights. He described SCSO's utilization of SpidrTech and the various tools and data collected through it, including surveys. Results of surveys indicate a high level of satisfaction in officer response, and identified safety and vulnerability of personal space as the top concerns.

Council asked questions and discussed the following:

- More detailed information on incidents and types of crime could be extracted from the reports and shared with Council. For example, the number of reported vandalism issues.
- Utilization of drones would follow SCSO policies and FAA restrictions and guidelines, including training of user. They would not be flown at random.
- Strategies to deal with speeding; increased traffic issues potentially due to pursuit restrictions.

c. Public Safety Commission Annual Report and 2023 Work Plan

Public Safety Commission Chair Brian Mills presented the 2022 Annual Report and overview of the 2023 Work Plan. Highlights of the previous year were adoption of operating guidelines, National Night Out participation, sharing Neighborhood Watch program information at a community Town Hall, and exploring emergency preparedness.

The Commission wished to bring the following community concerns to the Council's attention:

- Safe streets; speeding
- Safe space for pedestrians, bicycles
- Parking
- Lighting at crosswalks
- General condition of streets
- Lack of advertised traffic plan
- Crime in general (theft, burglaries, drugs, car prowls)
- Protection from and for those experiencing homelessness

The Commission's anticipated focus for 2023 was to continue sharing information on Neighborhood Watch programs and building neighborhood groups.

Councilmembers, Commissioners and staff discussed the following:

- Sharing information from law enforcement reports with the community; providing statistics.
- Learning process of the Commission over the past two years.
- Development of neighborhood groups and Neighborhood Watch programs.
- Parking has been a long-time issue in the City.
- Information can be accessed from other area agencies and other City programs, such as the new Civic Ambassador program.
- Assistance of the City's Community Navigator in sharing information; finding best ways to share information and resources with the public.
- Agencies available to assist with emergency preparedness.

8. **OTHER BUSINESS/INFORMATION ITEMS:** None.

9. **COUNCILMEMBER COMMENTS/LIAISON REPORTS**

Councilmember Kuleta watched a short film *Segregated by Design* at the last Snohomish for Equity meeting. She encouraged all to see it.

Councilmember Flynn, in response to public comment, remarked on maintaining community awareness of the City's efforts regarding trees.

Councilmember Burke attended the inaugural meeting with the Planning Department and UW on incorporating climate change adaptations in the Comprehensive Plan updates. She attended a Green Infrastructure Summit, at which the impact of tires on the environment was a key topic.

Councilmember Guzak shared the spring issue of the Snohomish Quarterly was available online, focusing on conservation, and described efforts of Green Snohomish.

10. **COUNCIL PRESIDENT'S ITEMS/REPORTS:** Council President Merrill attended the meeting with UW on climate change, and also attended a public education forum on

fentanyl, hosted by the SCSO's Drug Task Force. Drugs were cheaper to make in labs, could be made more addictive, and entered the community almost immediately, making them hard to track and regulate.

11. **STAFF BRIEFINGS:** Mayor Redmon referred to the staff report in the agenda packet, provided by Public Works Director Nova Heaton, detailing the proposed gazebo landscaping. Council had no questions or discussion.
12. **CITY ADMINISTRATOR'S COMMENTS:** Administrator Thomas commented on the following:
  - New hires and promotions of City staff; several recruitments were currently open.
  - Following Council direction, staff was working with partners for density fringe updates.
  - Special Council meeting on March 28, 2023 to discuss Police Chief recruitment.
  - A workshop before the regular meeting April 4, 2023 to review boards and commissions.
13. **MAYOR'S COMMENTS:** Mayor Redmon thanked all those involved with planning and who participated in the Holi Festival held at the Carnegie this past weekend.
14. **ADJOURN.** There being no objection, the meeting adjourned at 8:28 p.m.

APPROVED this 4th day of April, 2023.

CITY OF SNOHOMISH

ATTEST:

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Linda Redmon, Mayor

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Brandi Whitson, City Clerk