

**Snohomish City Council Minutes  
September 5, 2023**

1. **CALL TO ORDER:** Mayor Redmon called the Snohomish City Council Meeting to order at 6:00 p.m., Tuesday, September 5, 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, Felix Neals, Tom Merrill, and Donna Ray; Mayor Linda Redmon

**Absent:** Councilmember Judith Kuleta

**MOTION** by Merrill, second by Neals to excuse Councilmember Kuleta. Motion passed unanimously (6-0).

- b. Pledge of Allegiance

2. **PUBLIC COMMENT**

**Andy Gibbs, Bronn Journey and Kate Gordon from Andy's Fish House; Roger Eydt, Roger's Riverview Bistro; and Lyman Larson, Jake's Cafe** commented on concerns related to the City's request to remove temporary structures from their businesses.

**Bonny Headley** reported Green Snohomish's efforts to water plants at Pilchuck Julia Landing.

**Kari Zimmerman** commented on vehicle accidents at the intersection of Maple Avenue and Fourth Street.

**Morgan Davis** commented on grass obstructing views while driving on Second Street near Avenue J.

**Jim Lewis** commented on painted crosswalks for pedestrian safety.

Regarding comments on the temporary structures and tents, Mayor Redmon shared concerns for potential safety issues for staff and patrons, but indicated the City was hoping to work with the businesses on viable solutions.

3. **APPROVE AGENDA** contents and order

**MOTION** by Neals, second by Guzak to approve the agenda as presented. Motion passed unanimously (6-0).

4. **CONSENT ITEMS**

- a. APPROVE the Minutes of the August 15, 2023 regular meeting.

- b. AUTHORIZE payment of claim warrants #79286 through #79382 in the amount of \$1,024,606.40, issued since the last regular meeting; and payroll in the amount of \$223,677.05 issued August 20, 2023.

**MOTION** by Guzak, second by Neals to PASS the Consent Items. Motion passed unanimously (6-0).

## 5. ACTION ITEMS

### a. CONFIRM Mayor's Appointment of Police Chief

Mayor Redmon expressed appreciation to former Capt. Mike Martin, who was promoted to Captain and reassigned within the Snohomish County Sheriff's Office (SCSO), necessitating the need for the appointment of a new Chief, Lt. Nathan Alanis.

Councilmembers Neals and Ray voiced concerns about the process of the City going through the selection process only to experience a quick change. There were no concerns over the individuals. City Administrator Heather Thomas acknowledged the concerns, and responded the City stepped aside in order for Capt. Martin to pursue growth opportunities.

#### Public Comment:

**Morgan Davis** commented on the appointment.

#### Public Comment Closed.

**MOTION** by Merrill, second by Burke to CONFIRM the Mayor's appointment of Lt. Nathan Alanis to Snohomish Police Chief. Motion passed unanimously (6-0).

Mayor Redmon gave the oath of office to Lt. Alanis, who shared excitement about working for the City and what was ahead for the department.

### b. AUTHORIZE Mayor to Execute Interlocal Agreement with Snohomish County for Solid Waste Management Services

Public Works Director Nova Heaton introduced Jon Greninger, Operations Manager with Snohomish County Solid Waste, who provided background of the current interlocal agreement (ILA) and key points of the new agreement. The agreement provided the City designate its contracted hauler (Republic Services) to bring all the City's garbage to a County solid waste system facility. There were few changes in the wording, and was mainly to extend the contract term and update RCW references and definitions to align with the recently-approved Solid Waste Comprehensive Plan.

Council asked questions which staff and Operations Manager Greninger answered:

- The ILA had no impact on the City's contract with Republic Services.
- The ILA meant that any hauler the City contracted with would have to deliver solid waste material to a County facility.
- If the City chose to utilize non-County facilities, the City would have to follow Department of Ecology requirements.
- Contract haulers to staff's knowledge have not requested to deliver to other facilities.

#### Public Comment:

**Morgan Davis** commented on the City's contract with Republic Services.

Public Comment Closed.

**MOTION** by Ray, second by Merrill to AUTHORIZE the Mayor to execute the updated interlocal agreement between the City of Snohomish and Snohomish County for the management of solid waste. Motion passed unanimously (6-0).

- c. AUTHORIZE Mayor to Execute a Professional Services Agreement with Restorical Research for Potential Cost Recovery Assistance with Environmental Clean-up

Administrator Thomas provided information as shared in the agenda packet. The Fire District had retained Restorical Research to assist in recovery of funds needed for potential environmental clean up of the future civic campus property. Restorical Research would review older insurance policies held by previous property owners for potential claims to recoup costs expended. Because the investigation for contaminants was still ongoing, an actual dollar amount was not yet known. If Restorical Research was not able to recoup any funds from insurance claims, their fee would be around \$400 for research; if they were able to collect, their fee would be 10% of the costs recovered, which would be split between the City and the Fire District.

Ben Pariser with Restorical Research was in attendance, and helped explain the process, costs, and the history of the property and insurance policies that would allow for claims, and answered several Councilmembers' questions related to the topic.

Public Comment:

**Morgan Davis** suggested gathering test results first.  
**Jim Lewis** questioned the haste.

Public Comment Closed.

Councilmember Neals stated it made sense to proceed at a minimum investment of \$400 to potentially reclaim more.

**MOTION** by Guzak, second by Burke to AUTHORIZE the Mayor to execute the professional services agreement with Restorical Research for potential cost recovery assistance associated with environmental clean-up.

Council President Merrill remarked the City was doing its due diligence and this action fit with the natural process of buying property.

**VOTE on MOTION:** Motion passed unanimously (6-0).

**6. DISCUSSION ITEMS**

- a. Urban Forestry Plan and Tree Inventory Update

Director Heaton and Planning Director Brooke Eidem provided an update on the City's Urban Forestry Program. The program was designed to provide action and guides while addressing details, standards and protections for plantings in the City rights-of-way, from both a private citizen and public employee perspective. Outcomes expected:

- Strategies--Comprehensive Plan, City Code, Complete Streets, PROS Plan, etc.

- Actions--Policy updates, prioritization and equity, community partnership.
- Indicators--Measurements; establish base lines and target goals, mapping, imagery.
- Sustainability--The right species in the right location, consider long-term.
- Health--Benefits of urban trees, safe and accessible sidewalks, clean water, etc.

Staff anticipated Council adoption of the plan by the end of the year with plan adoption, with implementation to begin next year.

Director Eidem shared maps and data as compiled by the UW Livable City Year program, the City's recent Tree Survey, and efforts from the City's GIS Coordinator. Other information shared included identifying urban heat islands and carbon sinks, planting prioritization, Park and Forestry Board involvement, tracking trees as a resource through Public Work's iWorQ system, and an upcoming "CommuniTree" Program to address trees on private property.

Council and staff discussed the topic:

- The survey was limited to trees on City property/public rights-of-way, but staff hopes to initiate a program for trees on private property next year.
- Regulations could be considered that would apply to trees either on public or private property.
- Utilization of satellite imagery possible.
- GIS Coordinator located data and was able to determine temperatures for the heat map.
- Staff hopes to develop process for people that want to plant trees on their property, selecting the right species, locations, etc.
- Ongoing community outreach and education on impacts of removing trees.

#### b. 2023 Short-Term Rental Update

Economic Development & Outreach Coordinator Brady Begin provided an update on Ordinance 2446, adopted last year regarding short-term rentals (STR) in land use updates. He worked with Granicus's govService program to analyze the City's STR situation, who determined 47 STRs were located inside City limits, comprising 1% of the total housing units. This was close to the 0.8% average, but less than destination communities such as Chelan (3.5%), Lake Wenatchee (11.9%) and Leavenworth (14.7%). Other information shared included:

- 11 STRs possessed active business licenses. Estimated revenue loss from business licenses was about \$900/year.
- Other revenue options could include specific permits or taxes on STRs.
- The City has not received a complaint related to STRs since the adoption of Ordinance 2446.
- The Planning Commission would explore the topic of STRs early next year as it relates to HB1337, the "ADU Bill".

Outreach Coordinator Begin requested Council direction of whether they would be interested in purchasing a compliance tool, such as govService, at approximately \$3,000/year.

Council and staff discussed the information and data provided:

- Platforms such as Airbnb and vrbo collected applicable taxes and fees and remit on behalf of the property owners.

- The compliance tool would provide wider search capacity and monitoring of STRs advertised in the City than what staff alone could provide.
- The compliance tool could collect additional information that staff would not be able to.
- Regulations of STRs could include permits and fees, caps, location limitations, and buffers.
- The number of STRs take up less housing stock than expected.
- Finding the balance between regulations, compliance, monitoring and revenue expectations; implementing more regulations makes it harder for staff on its own to monitor and enforce.
- Educating STR owners of compliance.
- The light touch on regulations may need to be revised but likely not enough stock existed now to justify heavy regulations.
- Considerations of impacts on staff time generated by STRs.
- Number, location and costs of STRs in the City are constantly changing and would be difficult for staff to monitor.
- One of the initial points of the ordinance to determine impact on the housing stock, which has been shown to be minimal.
- Trade-off of regulating STRs too heavily could reduce tourism in the City.
- What were additional impacts of STRs, such as traffic.
- Further review of tax revenues from STRs is needed and can be reported to Council later.

After additional discussion and deliberation, Council generally concurred to allow the Planning Commission an opportunity to review the topic prior to making any decisions.

c. Public Works Mid-Year Update

Director Heaton provided a slide presentation sharing what Public Works has accomplished this year, providing a recap for each department. This included the launch of iWorQ and TextMyGov, to better track and manage work orders across multiple departments. The systems allow for better management, tracking of resources, staff overtime, internal and external communication, and other data that can be reviewed to ensure the City is meeting the needs of the community.

Director Heaton then provided an update on current topics:

- First Street geotechnical work was completed and staff would lay new curb, gutter, and sidewalk next week to prevent the water ponding issue that caused the erosion.
- First Street planter delivery was expected this fall.
- Irrigation at Pilchuck Park was complete.
- Pedestrian concerns, especially with Second Street and Terrace Avenue.
- Traffic counters installed to support PROS Plan (446 vehicles were counted visiting Pilchuck Park over the three-day Labor Day holiday weekend).
- Request for Proposal (RFP) for solid waste, recycling and yard waste was being drafted.

**7. OTHER BUSINESS/INFORMATION ITEMS**

Councilmember Guzak remarked on public comments from the local restaurants, and was glad to hear the Mayor and City staff were willing to work with them on solutions.

Councilmember Burke inquired if Director Eidem would share the temperature results with the School District, as high ambient temperatures were found around the schools. Director Eidem responded she would.

**8. COUNCILMEMBER COMMENTS/LIAISON REPORTS**

Councilmember Neals commented on a process to work with the community on situations such as the temporary structures, and urged people if they see something, say something and not assume someone else has already reported a concern.

Councilmember Flynn thanked staff for all the information shared tonight.

Councilmember Burke commented on the global cost and impact of invasive species, and was happy to see deliberate choices for street tree species.

Councilmember Ray concurred with Councilmember Flynn, and was glad to see collaboration and hard work in helping the City get where it needed to go.

Councilmember Guzak remarked on Green Snohomish's work mapping heritage trees that would be available for the fall heritage tree tour.

- 9. COUNCIL PRESIDENT'S ITEMS/REPORTS** - Council President Merrill visited Cedar Grove's composting facility, sat at the City's booth at last week's Farmer's Market, and reported an increase of speeding vehicles in town.

- 10. STAFF BRIEFINGS** - None

- 11. CITY ADMINISTRATOR'S COMMENTS** - Administrator Thomas shared discovery in the Snohomish Municipal Code of a Solid Waste Board, formed in the 1980s, but with little additional details found in City records. A code amendment will be brought to Council soon to remove reference of the Board from the code, as there was no longer a need for one.

Administrator Thomas requested Council provide their topics for the legislative agenda. Staff will provide a draft in October, with a final for adoption and submittal to AWC in November.

- 12. MAYOR'S COMMENTS** - Mayor Redmon recognized the passing of Design Review Board member Phil Baldwin, remarked on the Youth Council's recent tour of Cedar Grove's composting facilities, and shared the Snohomish Lions Club Mad Hatter Croquet Derby fundraiser this weekend.

- 13. ADJOURN.** There being no objection, the meeting adjourned at 8:48 p.m.

APPROVED this 19th day of September, 2023.

CITY OF SNOHOMISH

ATTEST:

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Linda Redmon, Mayor

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Brandi Whitson, City Clerk