



**CITY COUNCIL MEETING
MINUTES**

**November 19, 2025
7:00 PM
Civic Center**

City Council	Mayor/Councilmember Matthew Hartman, Mayor Pro Tem/Councilmember Tom FitzGerald, Councilmember Steven Glenn, Councilmember David Griggs, Councilmember Bruce Straughn
City Staff	City Clerk Darla Wilkins, City Manager Jeff Balentine, Deputy City Manager Brent Kirk, Public Works Director Charles White, Planning Director Amy Hess, Deputy City Clerk Carole Williams
Consultants	Consultant Police Chief Tom Dalton, Consultant City Attorney Thomas Graafstra

1. CALL TO ORDER (VIA IN-PERSON & ONLINE VIA ZOOM)

Mayor Matthew Hartman called the City Council Meeting to order at 7:00 p.m.

2. FLAG SALUTE

Mayor Matthew Hartman led the Council, Staff and Audience in the Pledge of Allegiance to the flag.

3. ROLL CALL

City Clerk Darla Wilkins verbally called out the Council's names and took note of the meeting attendance.

4. CONSENT AGENDA

Mayor Matthew Hartman added Item 7G to the agenda: Readoption and ratification of

Ordinance No. 1065-2025.

MOTION:	Motion to approve consent agenda.
MOVER:	Councilmember Steven Glenn
SECONDER:	Councilmember Bruce Straughn
AYES:	Mayor/Councilmember Matthew Hartman, Mayor Pro Tem/Councilmember Tom FitzGerald, Councilmember Steven Glenn, Councilmember David Griggs, Councilmember Bruce Straughn
NAYS:	None
RESULT:	APPROVED

4.a. **AB 120-2025 Approval of November 19, 2025 claims checks #415713 through 415763 and One EFT totaling \$1,813,217.70**

4.b. **AB 121-2025 Approval of October 16, 2025 through October 31, 2025 Payroll Claims Checks #415664 through 415667 and Tenty-Seven EFT's totaling \$153,905.31**

5. STAFF REPORTS

City Clerk Darla Wilkins commented on the following:

- Elected Officials Essentials training
- Public Records Training - Joint Meeting with Planning Commission - January 14, 2026 at 6:00 p.m.
- Civic Plus Software

5.a. Passports

City Manager Jeff Balentine gave an update on the passport office update, including year-end closeout numbers.

5.b. Planning Staff Report

Planning Director Amy Hess commented on the following:

- Emergency Management Plan
- Permitting software and rollout implementation dates
- Code amendments
- Council request (send out link to demo permit software)

5.c. Public Works

Public Works Director Charles White commented on the following:

- Inspection of old water tanks (above Bogart Meadows)
- Closeout of Cascade & Grand St. Project
- Crack sealing on Pine Ct.
- Irrigation systems (winterized)
- Dock repairs
- Old city hall remodel update
- TIB meeting & 2026 grant project funding update/results (tomorrow)

5.d. Consultant Police Chief Report

Consultant Police Chief Thomas Dalton commented on the following:

- Suspicious vehicle stop
- Increase in drugs laced with fentanyl (new test kits)
- Crossroads School incident
- Car chase/bus incident story

6. PUBLIC COMMENTS/RECOGNITION OF VISITORS-NON-ACTION ITEMS

(The public is encouraged to submit written comments prior to the meeting by emailing them directly to the city clerk at: darla.wilkins@ci.granite-falls.wa.us; and should be submitted no later than 5PM. Public comment speakers can sign up prior to the meeting, or wait for the public comment section of the meeting to be open by the presiding officer. Individual comments shall be limited to three minutes. Group comments shall be limited to five minutes).

None.

7. NEW BUSINESS

**7.a. AB 122-2025 Public Hearing - 7:10 p.m., or soon thereafter,
For consideration of the 2026 Final Budget**

MOTION:	Motion to open the public hearing.
MOVER:	Councilmember Steven Glenn
SECONDER:	Councilmember David Griggs
AYES:	Mayor/Councilmember Matthew Hartman, Mayor Pro Tem/Councilmember Tom FitzGerald, Councilmember Steven Glenn, Councilmember David Griggs, Councilmember Bruce Straughn
NAYS:	None

RESULT:	APPROVED
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City Clerk Darla Wilkins entered the following exhibits into the record:

Exhibit 1 - Public Hearing Notice dated October 31, 2025 and November 7, 2025, 1 page

Exhibit 2 - Verification of Public Hearing Posting dated November 7, 2025, 1 page

Exhibit 3 - Affidavit of Publication from the Everett Daily Herald dated November 7, 2025, 2 pages

Exhibit 4 - 2026 Granite Falls Preliminary Budget Presentation, 82 pages

Exhibit 5 - 2026 Preliminary Budget, 28 pages

Exhibit 6 - Ordinance No. 1066-2025, 3 pages

City Manager Jeff Balentine explained the presentation before the Council was the exact same as presented two weeks prior with the caveat of the city positions. He reviewed each of the listed positions and mentioned that they may not be currently filled.

- Non-Exempt Positions
- Exempt Positions
- Budget Summary

Mayor Matthew Hartman opened the public testimony portion of the public hearing.

No one signed up or chose to speak from the audience.

Mayor Matthew Hartman closed the public testimony portion of the public hearing.

MOTION:	Motion to close the public hearing with action to follow.
MOVER:	Councilmember Steven Glenn
SECONDER:	Councilmember Bruce Straughn
AYES:	Mayor/Councilmember Matthew Hartman, Mayor Pro Tem/Councilmember Tom FitzGerald, Councilmember Steven Glenn, Councilmember David Griggs, Councilmember Bruce Straughn
NAYS:	None
RESULT:	APPROVED

MOTION:	Motion to adopt Ordinance No. 1066-2025, an ordinance of the City of Granite Falls, Washington, adopting the 2026 Annual Budget providing
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	estimated revenues and appropriated expenditures for the operation of the City.
MOVER:	Councilmember Steven Glenn
SECONDER:	Councilmember Bruce Straughn
AYES:	Mayor/Councilmember Matthew Hartman, Mayor Pro Tem/Councilmember Tom FitzGerald, Councilmember Steven Glenn, Councilmember David Griggs, Councilmember Bruce Straughn
NAYS:	None
RESULT:	APPROVED

**7.b. AB 123-2025 Public Hearing - 7:20 p.m., or soon thereafter
For consideration of Permit #CPA/ZMA2024-001 Miller Properties
Comprehensive Plan Amendment and Zoning Map, and Future Land
Use Map**

MOTION:	Motion to open the public hearing.
MOVER:	Councilmember Steven Glenn
SECONDER:	Councilmember Bruce Straughn
AYES:	Mayor/Councilmember Matthew Hartman, Mayor Pro Tem/Councilmember Tom FitzGerald, Councilmember Steven Glenn, Councilmember David Griggs, Councilmember Bruce Straughn
NAYS:	None
RESULT:	APPROVED

Planning Director Amy Hess gave a preface of the public hearing.

Planning Consultant Eric Jensen gave a presentation regarding proposed permit #CPA/ZMA2024-001 Miller Properties Comprehensive Plan Amendment and Zoning Map Amendment, and Future Land Use Map. After reviewing items from his council report and answering council questions, he gave a PowerPoint presentation that reviewed the following slides:

- Amendment Proposal (actions to consider)
- Conversion of land for industrial purposes
- Conversion of residential density
- Reflect revised land use designations on the Official Zoning and Future Land Use maps

- Allow Planned Residential Development as a permitted development tool in the R-7200 zone
- Allow Planned Residential Development in R-7200 zone
- Comprehensive Plan Consistency

David Toyer, Toyer Strategic Advisors (Applicant's Representative)

Mr. Toyer provided comment.

*Due to technical audio issues, the City Hearing was halted.

MOTION:	Motion to continue the public hearing to December 3, 2025 at 7:10 p.m., or soon thereafter.
MOVER:	Councilmember Steven Glenn
SECONDER:	Councilmember David Griggs
AYES:	Mayor/Councilmember Matthew Hartman, Mayor Pro Tem/Councilmember Tom FitzGerald, Councilmember Steven Glenn, Councilmember David Griggs
NAYS:	Councilmember Bruce Straughn
RESULT:	APPROVED

7.c. AB 124-2025 Utility Tax Rate - Amending

MOTION:	Motion to adopt Ordinance No. 1067-2025, an ordinance of the City of Granite Falls, Washington, relating to Utility Taxes on Water and Sewer Utility Services; amending Section 3.10.20 of Chapter 3.10 of the Granite Falls Municipal Code to reduce the Utility Tax Rate on Water and Sewer Utility Services from Twenty Percent (20%) to Ten Percent (10%) for Calendar Year 2026 and Subsequent Years.
MOVER:	Mayor Pro Tem/Councilmember Tom FitzGerald
SECONDER:	Councilmember Steven Glenn
AYES:	Mayor/Councilmember Matthew Hartman, Mayor Pro Tem/Councilmember Tom FitzGerald, Councilmember Steven Glenn, Councilmember David Griggs, Councilmember Bruce Straughn

NAYS:	None
RESULT:	APPROVED

7.d. AB 125-2025 2025 Budget Amendment #4

*Note: Councilmember David Griggs left the meeting at 8:40 p.m.

MOTION:	Motion to adopt Ordinance No. 1068-2025, an Ordinance of the City of Granite Falls, Washington, relating to the 2025 City Budget; amending Ordinance No. 1057-2024, adopting the 2025 Budget to adjust revenue estimates and appropriations for funds as included in Exhibit "A".
MOVER:	Councilmember Bruce Straughn
SECONDER:	Mayor Pro Tem/Councilmember Tom FitzGerald
AYES:	Mayor/Councilmember Matthew Hartman, Mayor Pro Tem/Councilmember Tom FitzGerald, Councilmember Steven Glenn, Councilmember Bruce Straughn
NAYS:	None
RESULT:	APPROVED

7.e. AB 126-2025 Interlocal Agreement for Snohomish County Regional Drug Task Force Cooperation

MOTION:	Motion to authorize the City of Granite Falls to enter into the Interlocal Agreement for Snohomish Regional Drug Task Force Cooperation with Snohomish County, the Washington State Patrol, and the participating municipal jurisdictions identified therein, effective January 1, 2026, and to authorize the City Manager to execute the Agreement on behalf of the City, and further to approve the City's financial contribution for 2026 in the amount of \$1,288.00.
MOVER:	Councilmember Steven Glenn
SECONDER:	Councilmember Bruce Straughn
AYES:	Mayor/Councilmember Matthew Hartman, Mayor Pro Tem/Councilmember Tom FitzGerald, Councilmember Steven Glenn, Councilmember Bruce Straughn
NAYS:	None
RESULT:	APPROVED

7.f. AB 127-2025 2026 Legislative Priorities Discussion

City Manager Jeff Balentine reviewed a list of projects for the comprehensive Legislative Agenda for 2026. This discussion included specific areas/items, discussed the areas/item in detail, what the benefits would be and where the funding source would be from. The following is the specific list of items for consideration:

- Legion Park Outdoor Plaza Funding
- Community Center Renovation
- Parks - Plan to Install New Children's Playground Equipment
- Regional Sports Complex
- School Resource Officer (SRO) Program
- Stormwater Infrastructure
- Park N Ride
- Infrastructure - Conduct a Feasibility Study on Wells

Add *Boys & Girls Alley & Lot to the list

Add this item to the December 3, 2025 Council Agenda for further discussion.

7.g. Readoption and Ratification of Ordinance No. 1065-2025

MOTION:	Motion that the City Council of the City of Granite Falls hereby readopts and ratifies Ordinance No. 1065-2025, an Ordinance of the City of Granite Falls authorizing a levy increase over the actual levy amount from the previous year of \$0.00 which is a percentage increase of 0.0% from the previous year, which authorizes no increase in the regular property tax levy for the 2026 tax year with any excess capacity banked for future use in which directs the City Clerk to certify the levy amount to the Snohomish County Council and other proper County Officials as provided by law.
MOVER:	Councilmember Bruce Straughn
SECONDER:	Councilmember Steven Glenn
AYES:	Mayor/Councilmember Matthew Hartman, Mayor Pro Tem/Councilmember Tom FitzGerald, Councilmember Steven Glenn, Councilmember Bruce Straughn
NAYS:	None
RESULT:	APPROVED

8. CURRENT BUSINESS

None.

9. MAYOR'S COMMENT (5 MINUTES)

Mayor Matthew Hartman commented on the following:

- Mayor's Meeting this month (Gang Violence, Flock Cameras)
- No Snohomish County Tomorrow Meeting
- Tree Lighting (December 6th at 5p.m.) city courtyard

10. COUNCIL COMMENTS (15 MINUTES)

Mayor Pro Tem/Councilmember Tom FitzGerald had nothing to report.

Councilmember Steven Glenn commented on the following:

- December 5th - High school Drama Dept (Rudolph)
- December 6th - Boys & Girls Club Holiday Bazaar
- December 6th - Tree Lighting & Activities

Councilmember Bruce Straughn commented on the following:

- Will miss the December 3rd meeting (on vacation)

11. CITY MANAGER (5 MINUTES)

City Manager Jeff Balentine commented on the following:

- Staff are doing an amazing job!
 - *Public works supporting different events
 - *Wastewater Treatment Plant Project (close to substantial completion)
 - *Planning and Permitting (group working on getting things in place prior to moratorium lifting)
 - *Passports getting ready to gear up
- Wastewater Treatment Plant (expect substantial completion - December 15th)
- IT updating security (Joe)
- Dock Grant Completion (Charles)
- December Council Meeting (December 3rd only)
- Community Transit Bylaws - Need Designation Official selected from City
- American Legion - "*Wreaths Across America*" (need sponsors and volunteers on December 13th @ 9am at Legion cemetery)
- Working with WSDOT to add a rapid flashing beacon at roundabout by high school (Charles)
- Two characters for Christmas tree lighting (Bumble (Councilmember FitzGerald) & Yukon Cornelious (Police Chief Dalton))
- America 250 Proclamation (January)
- Looking for a temporary low-cost train decoration for Holidays

- City staff working on performance reviews
- Wastewater Treatment Plant (conducting interviews)
- IT Security (cyber security)
- Flock Camera program initiative
- Recognition of Veteran's Day - November 11th = Thank you!!

12. ADJOURNMENT

With no further business to come before the Council, the meeting was adjourned at 9:24 p.m.

City Clerk Darla Wilkins, MMC

Mayor Matthew Hartman