



CITY COUNCIL MEETING MINUTES

**December 3, 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	Deputy City Clerk Carole Williams, City Manager Jeff Balentine, Deputy City Manager Brent Kirk, Public Works Director Charles White, Planning Director Amy Hess
Consultants	Consultant Police Chief Tom Dalton, Consultant City Attorney Thomas Graafstra

1. CALL TO ORDER

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

Deputy City Clerk Carole Williams verbally called out the Council's names and took note of the meeting attendance.

4. CONSENT AGENDA

Mayor Matthew Hartman moved item 7c on the agenda to item 7a - University of Washington Student Urban 407 Final Presentation.

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 128-2025 Approval of December 3, 2025 claims checks #415767 through 415797 totaling \$57,185.64**

4.b. **AB 129-2025 Approval of November 1, 2025 through November 15, 2025 payroll claims check #415712 and Twenty-Two EFT's totaling \$90,347.55**

5. STAFF REPORTS

5.a. Passports

City Manager Jeff Balentine commented on the following:

- The passport office has serviced over 35,000 applicants in three years!
- Passport revenue for the month
- Reviewed City financials and highlights for the month

5.b. Planning Staff Report

Planning Director Amy Hess commented on the following:

- Parks, Recreation and Open Space Plan
- Permitting software
- Getting ready for the lifting of the sewer moratorium

5.c. City Clerk Report

City Clerk Darla Wilkins was absent from the meeting.

5.d. Public Works Report

Public Works Director Charles White commented on the following:

- Christmas tree installed today (tree lighting)
- Received the 2025 F350 today
- Smart covers fixed

5.e. Consultant Police Chief Report

Consultant Police Chief Tom Dalton commented on the following:

- Calls for service (last month)
- Current prank/threat calls (home/school incident)
- Robe Menzel Rd. accident

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).

Fred Cruger, 7020-230th Ave. NE, Granite Falls

Mr. Cruger provided public comment.

7. NEW BUSINESS

7.a. AB 130-2025 University of Washington Student Urban 407 Final Presentation

Presentation from University of Washington Urban 407 students outlining their work to assess the feasibility of establishing preferred development concepts and delivering proposed conceptual designs across three identified sites. Students overviewed the three sites studied and their proposed strategies for each site.

The class will be doing additional work on this project in the Winter 2026 quarter.

7.b. AB 123-2025 Continued Public Hearing - 7:10 p.m. For consideration of Permit #CPA/ZMA2024-001 Miller Properties Comprehensive Plan Amendment and Zoning Map, and Future Land Use Map

MOTION:	Motion to re-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

David Toyer, Toyer Strategic Advisors, Land Use Consulting Firm for the Applicant

Mr. Toyer provided public comment.

Deputy City Manager Brent Kirk explained the process and what the council is looking into considering this evening.

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

Mitch Greenlee, 21117 114th St. NE

Mr. Greenlee provided public comment.

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 approve the inclusion of the proposed Comprehensive Plan Amendment and Zoning Map Amendment during consideration of the 2026 annual amendment to the City's 2024 Comprehensive Plan Periodic Update as recommended by Staff, Consultants and the Planning Commission with the following revision: Removal of the proposal to extend PRD's to R-7,200 zoning with staff directed to evaluate and propose any appropriate changes relative to that issue to the City Development Code in 2026.
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MOVER:	Councilmember Bruce Straughn
SECONDER:	Councilmember Steven Glenn
AYES:	Mayor Pro Tem/Councilmember Tom FitzGerald, Councilmember Steven Glenn, Councilmember David Griggs, Councilmember Bruce Straughn
NAYS:	Mayor/Councilmember Matthew Hartman
RESULT:	APPROVED

**7.c. AB 131-2025 Public Hearing - 7:10 p.m., or soon thereafter
For Consideration of Adoption of Ordinance 1069-2025, Amendments to Title 10, Vehicles and Traffic, Title 19 Unified Development Code, and Title 21 Impact Fees**

MOTION:	Motion to open the public hearing.
MOVER:	Councilmember Bruce Straughn
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

Deputy City Clerk Carole Williams submitted the following list of exhibits into the record:

Exhibit 1 - Staff Report dated November 21, 2025, 9 pages

Exhibit 2 - Proposed Amendments to Title 10, 19 and 21 - Option 1, 80 pages

Exhibit 3 - Proposed Amendments to Titles 10, 19 and 21 - Option 2, 81 pages

Exhibit 4 - SEPA Determination of Nonsignificance, dated October 1, 2025, 1 page

Exhibit 5 - Response Letter from City Staff to City Council dated November 14, 2025, 3 pages

Exhibit 6 - Comment Letter from David Toyer dated October 28, 2025, 3 pages

Exhibit 7 - Response Letter from City Staff to David Toyer dated November 7, 2025, 3 pages

Exhibit 8 - Draft Ordinance, 152 pages

Exhibit 9 - Notice of Public Hearing dated November 21, 2025, 1 page

Exhibit 10 - Verification of Posting dated November 21, 2025, 1 page

Planning Director Amy Hess gave a quick overview of the proposed changes to Titles 10, 19 and 21 including:

- Proposed parking (Satellite parking option)
- Staff suggestion (allowed in residential developments)
- Allowing Home Occupations in existing legal non-conforming residences in the Central Business District and in Residential Zones
- Discussion to allow or not allow Tractor Trailer Parking in front of their residence (two options)

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

Robert Gallagher, 804 Darwins Way

Mr. Gallagher provided public comment.

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 Bruce Straughn
SECONDER:	Councilmember Steven Glenn
AYES:	Mayor/Councilmember Matthew Hartman, Councilmember Steven Glenn, Councilmember David Griggs, Councilmember Bruce Straughn
NAYS:	Mayor Pro Tem/Councilmember Tom FitzGerald
RESULT:	APPROVED

MOTION:	Motion to remove Section 19.06.135 Storage of Recreational Vehicles be stricken from the package of development code changes that they are being asked to consider.
MOVER:	Councilmember Bruce Straughn
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

MOTION:	Motion to adopt Ordinance No. 1069-2025, an ordinance of the City of Granite Falls, Washington, amending titles 10,19 and 21 of the Granite Falls Municipal Code, additionally, allowing satellite parking in MR Zone only and no tractor trailer parking allowed.
MOVER:	Mayor/Councilmember Matthew Hartman
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

7.d. AB 132-2025 Purchase and Sale Agreement for Snohomish County Fire Protection District 17 Fire Station Property at 116 S Granite Avenue

MOTION:	Motion to authorize the City of Granite Falls to enter into a Purchase and Sale Agreement with Snohomish County Fire Protection District 17 for the acquisition of the fire station property located at 116 S. Granite Ave., Granite Falls, Washington, for the purchase price of One Million Three Hundred Fifty Thousand Dollars (\$1,350,000.00), for the purpose of renovating and operating the facility as a public Community Center, and to authorize the City Manager to execute the Purchase and Sale Agreement and all other necessary purchasing documents on behalf of the City.
MOVER:	Councilmember David Griggs
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.e. AB 133-2025 Purchase and Sale Agreement for Sale of City-Owned Vacant Property at 20013 Gun Club Road to Snohomish County Fire Protection District 17

MOTION:	Motion to authorize the City of Granite Falls to sell the City-owned vacant property located at 20013 Gun Club Road, Granite Falls,
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	Washington, to Snohomish County Fire Protection District 17 for the purchase price of Three Hundred Fifty Thousand (\$350,000.00), and to authorize the City Manager to execute the Purchase and Sale Agreement dated November 20, 2025, and all related and necessary purchasing, closing, and legal documents on behalf of the City.
MOVER:	Councilmember Bruce Straughn
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

7.f. AB 134-2025 Interlocal Agreement for Use of City Community Center Building by Snohomish County Fire Protection District 17

MOTION:	Motion to authorize the City of Granite Falls to enter into an Interlocal Agreement for Use of City Building with Snohomish County Fire Protection District 17 for periodic use of the City's Community Center facility at 116 S. Granite Ave., and to authorize the City Manager to execute the Agreement on behalf of the City.
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.g. AB 135-2025 Acceptance of Three Transportation Improvement Board (TIB) Grant Awards for 2026 Transportation Projects and Authorization to Execute Grant Agreements

MOTION:	Motion to accept the three Transportation Improvement Board Grant Awards for the City of Granite Falls' 2026 transportation projects (2026 Crack Seal Project, 2026 Overlay Project, and 2026 Pedestrian Improvement Program Project), and to authorize the City Manager to execute all three Grant Agreements (2-P-820(012)-1, 2-P-820(013)-1, and C-P-820(002)-1) with the Washington State Transportation
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	Improvement Board on behalf of the City.
MOVER:	Councilmember Steven Glenn
SECONDER:	Mayor Pro Tem/Councilmember Tom FitzGerald
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.h. AB 136-2025 Consideration to approve agreement between Granicus and City of Granite Falls for implementation and annual subscription for SmartGov Permitting Module software.

MOTION:	Motion to approve the quote from Granicus for the implementation and annual subscription for SmartGov Permitting Module Software, and authorize the City Manager on behalf of the City, to execute a notice to proceed with Granicus contract pending.
MOVER:	Councilmember Bruce Straughn
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

8. CURRENT BUSINESS

None.

Deputy City Manager Brent Kirk gave a lobbyist update on what the city lobbyists, John Coulton and Cameron Bailey, are currently working on for us. He asked if any councilmembers wanted to take a trip to Washington DC.

9. MAYOR'S COMMENT (5 MINUTES)

Mayor Matthew Hartman commented on the following:

- High school boys basketball game (last night)
- Friday at 5:30 p.m. and 7:00 p.m. Rudolph the Red-Nosed Reindeer

- Saturday, December 6th - Tree Lighting Festival 5:00 p.m.

10. COUNCIL COMMENTS (15 MINUTES)

Mayor Pro Tem Tom FitzGerald commented on the following:

- First wrestling meet today
- Girls Basketball games (Friday)
- Girls & Boys Basketball games (Saturday)
- Granicus (report)
- Granite Falls High School Football - will play one game in Hawaii next year

Councilmember Steven Glenn has ideas for our lobbyist. Will meet with Deputy City Manager Brent Kirk to discuss.

Councilmember David Griggs commented on the following:

- Tree Lighting and future growth of city property
- Wreaths Across America

Councilmember Bruce Straughn commented on the phrase "*Jaded and tainted by life*".

11. CITY MANAGER (5 MINUTES)

City Manager Jeff Balentine commented on the following:

- Flock cameras (work session item)
- All future work sessions (discussion only)
- Michael Wood (new employee WWTP)
- Annual Performance Reviews (city staff)
- WWTP update
- Changes to council chambers
- Fire Department burn (after new year)
- Nate Nehring meeting (O'Reilly Acres)
- Washington State Legislature

12. EXECUTIVE SESSION PER RCW 42.30.110(1)(G) TO REVIEW THE PERFORMANCE OF A PUBLIC EMPLOYEE FOR (20 MINUTES)

9:35 PM -

MOTION:	Motion to recess into Executive Session per RCW 42.30.110(1)(g) to review the performance of a public employee for 20 minutes, starting
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	at 9:35 p.m.
MOVER:	Mayor/Councilmember Matthew Hartman
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

9:35 PM -

City Manager Jeff Balentine went to the council room doors, opened them, and said Executive Session was going to start.

9:55 PM -

Council exited Executive Session.

City Manager Jeff Balentine went to the council room doors, opened them, and said Executive Session was over.

13. ADJOURNMENT

With no further business to come before the Council, the meeting was adjourned at 9:55 p.m.

City Clerk Darla Wilkins, MMC

Mayor Matthew Hartman