

The Committee on Legislative Affairs & Elections met on Monday, May 20, 2024 at 6pm in the City Council Chambers.

The meeting was recorded by ECTV and can be viewed on the City of Everett website.

Members present were Councilor Michael Marchese, presiding, Councilors Stephanie Smith, Stephanie Martins, Katy Rogers and Robert Van Campen, as ex-officio.

The Committee considered a Resolution offered by Councilor Robert Van Campen: That the DeMaria Administration provide an update of those department head positions which are currently filled and have not been submitted to the City Council for appointment in accordance with Section 2-10 of the Everett City Charter

Mayor's Chief of Staff Erin Deveney was also present.

Councilor Van Campen remarked that he still had some questions on some positions and would like to see the Admin Code done correctly and would discuss those Department Head positions not in the Admin Code during the upcoming Budget proceedings. The Committee voted to refer to the Administration. Councilor Smith moved for reconsideration at the end of the meeting with Ms. Deveney now in attendance and the Committee agreed unanimously for reconsideration. Councilor Smith referenced a numbers of positions that were considered Department Heads that were not in Admin Code. Ms Deveney explained that they have presented those positions officially laid out in Admin Code and would be presenting the Police Chief, Fire Chief, City Assessor and City Engineer in the near future to the City Council. She noted that the ISD Director and Constituent Services Director are not listed in code and mentioned if they should be put in Code. She also referenced the Superintendent positions in City Services that are construed as Department Heads but are not. Councilor Smith noted that the Department Head positions in Elections and the Recreation Enrichment Departments should also be included in the Admin Code as well as any new Departments. Councilor Smith suggested that if they are not included in Code she would still like to have them come up before the City Council. Ms. Deveney remarked that she was agreeable to that. Councilor Van Campen informed Ms. Deveney that this issue will come up in Budget process and Ms. Deveney responded that she will prepare them to answer questions and agreed to look into codifying these positions.

The Committee voted: to report back to the City Council with a recommendation to refer to the Administration.

Respectfully Submitted,

John W. Burley  
Clerk of Committees

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The Committee considered an Appointment offered by Councilor Robert Van Campen, as President: An Order requesting the confirmation of the re-appointment of Jerry Navarra to the position of Executive Director of Public Works to a term ending January 5, 2026

Jerry Navarra, Executive Director of Public Works was also present.

Mr. Navarra noted that he has served in this capacity in two different stints with the first being from 2014 to 2018 and from 2020 to the present. He provided the Committee with a copy of his resume. He noted that as a Department Head he reports and collaborates with the Mayor's office regarding the maintenance of, construction, repairs and improvements within the City, including, but not limited to, engineering local roadways, sidewalks, parks, playing fields, cemetery, arbitrations, water resource and all operative facilities

The Committee voted: to report back to the City Council with a recommendation for Favorable action.

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The Committee considered an Appointment offered by Councilor Robert Van Campen, as President: An Order requesting the confirmation of the appointment of Matt Lattanzi to the position of Executive Director of Planning and Development to a term ending January 5, 2026

Matt Lattanzi, Executive Director of Planning and Development was also present.

Mr. Lattanzi informed the Committee that he was a 2018 Boston College Law graduate with concentration studies on land use, zoning and environmental issues. He noted that he has been a Planning Board Administrator from 2018 to present and took over as Acting Director of Planning and Development from 2020 to 2022 and became the permanent Director from 2022 to present. He provided a copy of his resume to the Committee which outlined his professional experience in Planning and Development. Councilor Van Campen remarked that Mr. Lattanzi was quite passionate about the job that he does for the City.

The Committee voted: to report back to the City Council with a recommendation for Favorable action.

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The Committee considered an Order offered by Councilor Robert Van Campen, as President: An Order amending the City Council's remote participation rules for members.

David Flood, Legislative Research Specialist was also present.

Councilor Van Campen noted that he had worked with Mr. Flood who drafted the proposal to insure that there were no issues related to remote participation. Mr. Flood informed the Committee that the City Council was currently following State regulations pertaining to remote participation but mentioned that the City Council could make its rules related to remote participation more restrictive. Councilor Van Campen stated that the goal was to set the criteria in which remote participation would be allowed. He informed the Committee that City Solicitor Colleen Mejia had responded to him in an email that the proposed amendments are in compliance with other rules and guidelines and that the City Council can begin implementing them upon passage where the Governor extended remote participation provisions of the open meeting law as only guidance. Councilor Marchese asked if the proposal limits the amount of times that a Councilor could use remote participation and Councilor Van Campen responded that it didn't provide a limitation. Councilor Rogers remarked that she felt that remote participation should come down to a decision of the President and Councilor Martins agreed referencing the vagueness of section A.4 in proposal. Councilor Smith pointed out her previous term in office where she was studying overseas but flew back to be at the meetings and felt that members know in advance when the regular meetings are held and should be present. Councilor Martins responded that she disagreed and felt that the City Council should embrace progress and move with the times. Mr. Flood informed the Committee that he could add a new Section A.5 which would provide exceptions at the discretion of the President. Councilor Smith noted that she has issues with giving the President that discretion. Councilor Marchese mentioned a business trip he had planned only to find out that a special meeting had been scheduled as an example in which the President should use his discretion in allowing remote participation. The Committee suggested that further time be granted to allow Mr. Flood to make the appropriate amendments.

The Committee voted: to grant further time.

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The Committee considered an Order offered by Councilors Robert Van Campen and Stephanie Smith: An Order amending the City Council's rule regarding City Council member's actual and necessary expenses.

David Flood, Legislative Research Specialist was also present.

Councilor Smith explained that after reviewing recent City Council expenses she felt that this amendment proposal was warranted to insure that the expense amount per Councilor was fair, accurate and equal with the understanding that some Councilors may spend the entire amount of their expense allotment while others may not, but she remarked that Councilors should only spend what is rightfully allowed per Councilor. Councilor Martins suggested that if some Councilors don't want to use their expense allotment then other City Councilors should be allowed to use the available funds to become better City Councilors and that it should be left the way it is now. Councilor Van Campen explained that there needed to be guardrails on the expense account. Councilor Rogers suggested amending the proposal to allow for the disbursement of unused expense funds at the discretion of the President for enriching activities. Mr. Flood and Councilor Smith mentioned the importance of only allowing the disbursement of \$1500 during an election year to insure that new City Councilors have funds left in the expense account upon taking office. Councilor Van Campen noted that the proposal also contains the requirement for monthly reconciliation of the account to provide more transparency. Councilor Martins felt that providing available funds at the discretion of the President could be a problem and she moved that the matter be postponed with the vote failing on a 2-2 vote with Councilors Smith and Van Campen in opposition and Marchese not in the Chambers. Councilor Smith moved for favorable action with the vote failing 2-2 with Councilors Martins and Rogers in opposition and Marchese not in Chambers. Councilor Smith moved to send the subject matter out with No Recommendation with the vote failing 2-2 with Councilors Martins and Rogers in opposition and Marchese not in Chambers. Upon the return of Councilor Marchese, Councilor Martins moved to grant further time in Committee which passed on a vote of 3-2 with Councilors Smith and Van Campen in opposition.

The Committee voted: to grant further time.

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The Committee considered an Order offered by Councilors Robert Van Campen, as President: An Order proposing an amendment to the City's Administrative Code to create and codify an Active Transportation Advisory Committee in the City of Everett.

Mayors Chief of Staff Erin Deveney and Eric Molinari, Transportation Planner were also present.

Councilor Smith remarked that she wanted to make sure that people appointed will show up to these meetings and Ms. Deveney assured her that the proposal calls for a significant membership that would keep things moving. Ms. Deveney explained that the reason that they didn't provide a stipend to the appointed members is because the City Council voted against stipends for a cemetery committee at a previous meeting. Councilor Smith asked if the public will be allowed to comment at these meetings and Ms. Deveney responded that this is a public meeting with Robert's Rules of Order and a dedicated forum for the public on alternate modes of transportation. Mr. Molinari informed the Committee that he already had 14 names of people who want to become a member with limited outreach. Councilor Martins mentioned that she would be open to a stipend and noted that she likes the one year term. Councilor Rogers stated that as of right now she would be opposed to a stipend. Ms. Deveney acknowledged that the City of Everett is a densely populated community and would encourage people to participate in discussions on multi- mode ways to move around the community. Councilor Van Campen agreed and asked what the difference was between the Transportation Demand Management Committee versus this new Transportation Advisory Committee and Mr. Molinari responded that the TDM Committee is a private entity that works with new developments while the new Committee is separate from that and involves resident related transportation discussions. Councilor Van Campen asked if the new Committee was modeled after other communities and Mr. Molinari responded that it was and mentioned the communities of Arlington, Cambridge, Medford and Somerville.

The Committee voted: to report back to the City Council with a recommendation of Favorable action.

Respectfully Submitted,

John W. Burley  
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