

CITY OF STANWOOD
Regular Meeting of the City Council
December 14, 2023 – 7:00 p.m.
MINUTES

1. Call to Order and Pledge of Allegiance

Mayor Sid Roberts called the meeting to order at 7:00 p.m. Councilmember Pearce led the Pledge of Allegiance.

2. Roll Call

City Clerk Lisa Sokolik called the roll with the following Councilmembers Present: Dani Gaumond, Darren Robb, Timothy Pearce, Steve Shepro, Andreena Bergman, and Tim Schmitt. The meeting was quorate.

*Motion by Councilmember Pearce, second by Councilmember Shepro, to excuse Councilmember Marcus Metz. **Motion carried unanimously.***

Also present: City Administrator Shawn Smith, Finance Director David Hammond, Community Development Director Patricia Love, Public Works Director Kevin Hushagen, City Attorney Nikki Thompson, Police Chief Jason Toner, Deputy Fire Chief Doug Ten Hoopen, Associate Engineer Alan Lytton, City Clerk Lisa Sokolik, and Public Works Supervisor Leigh Danielson attended online.

3. Approval of the Agenda

*Motion by Councilmember Pearce, second by Councilmember Gaumond to approve the agenda as published. **Motion carried unanimously.***

4. Presentation

a. Stanwood High School

Student Body Representative Aiden Hagglund gave a report on Stanwood High School activities. The student leadership team is working hard to make a festive and enjoyable atmosphere for all.

b. Councilmembers Oath of Office

City Clerk Sokolik administered the Oath of Office to Andreena Bergman, Darren Robb, Steve Shepro, and Robert Hicks for terms January 1, 2024 through December 31, 2027.

c. Service Award for Councilmember Timothy Pearce

Mayor Roberts presented a plaque to Councilmember Pearce for his service to the city; nine years on the Planning Commission and twelve years as a Councilmember.

5. Public Comments:

Verbal Comment:

Cathy Wooten, Stanwood

Topic:

Thanked Council for their commitment to Church Creek Park

6. Staff / Department Report:

Police Compstat Report – November

7. Council Committee Reports

- a. Economic Development Board Meeting Minutes – June 16, 2023
- b. Parks and Trails Advisory Committee – October 16, 2023
- c. Public Works Committee Meeting Minutes – December 4, 2023

8. Consent Agenda

- a. Approve Vouchers and Payroll Checks
- b. Approve City Council Regular Meeting Minutes – November 20, 2023
- c. Approve City Council Special Meeting Minutes – November 30, 2023
- d. Approve Mayor's Park and Trail Advisory Committee Members Reappointments
- e. Authorize the Mayor to Extend the Term of Expiring On-Call PSA's
- f. Authorize the Mayor to Sign On-Call Contracts for Utilities, Facilities, and Street Repairs, and On-Call Contracts for Asphalt and Concrete Repairs
- g. Authorize the Mayor to Sign a Service Agreement with Republic Services for Disposal of Wastewater Treatment Plant Screenings
- h. Authorize the Mayor to Renew Stanwood Amtrak Station Shelter Maintenance Agreement with WSDOT

*Motion by Councilmember Shepro, second by Councilmember Pearce to approve the consent agenda items A through H. **Motion carried unanimously.***

9. Unfinished Business:

- a. Second Reading and Adoption of Ordinance 1526 – Mid-Biennial Budget Adjustment

Hammond noted this item was properly noticed in the Stanwood Camano News on December 12th as a Public Hearing, but incorrectly placed under Unfinished Business on the agenda, so a Public Hearing should be conducted.

Mayor Roberts opened the Public Hearing at 7:27 p.m. to take public comments. With no public comments, Mayor Roberts closed the Public Hearing at 7:28 p.m.

Motion by Councilmember Robb, second by Councilmember Shepro to approve the second reading and adoption of Ordinance 1526 Amending the 2023-2024 Budget as presented.

Motion carried unanimously.

- b. Third Reading and Adoption of Ordinance 1520 SMC Title 3 - Revenue & Finance

Love discussed six changes to SMC Title 3 based on Council's questions and comments during the second reading.

1. Added biking and pedestrian facilities to the definition for impact fees.
2. Added language to the impact fees section so it's clear the CIP is linked to the budget and added council has some authority to impose a cap on impact fees.
3. Provide language for equitably distributed school impact fees between the city, Snohomish, and Camano Island counties. Love said there have been meetings with the school district about language, this is still being discussed, so she suggests leaving the language as currently written and bring back new language as an amendment.
4. Added the impact fees for Accessory Dwelling Units shall not exceed 50% of the impact fee that would be imposed on the primary dwelling unit.
5. Added minor clarification edits to the Transportation Impact Fee section made by the City's Transportation consultant, Transpo Group.
6. Updated the Park Impact Fee formula.

Council asked questions and made comments.

Motion by Councilmember Robb, second by Councilmember Shepro to accept the third and final reading and adoption of Ordinance 1520 as set forth in attachment A, except deleting 3.24.130 subsection 3.

*Roll call of votes was taken. **Motion carried unanimously.***

c. Third Reading and Adoption of Ordinance 1521 SMC Title 5 - Business Licenses

Love discussed the three minor changes made to SMC Title 5 based on Council's questions and comments during the second reading.

1. Extended the time for temporary merchants from 15 days to 30 days.
2. Added two definitions related to food courts: food court for mobile food vendors and mobile food vendors.
3. No additional changes to the code were necessary to address Council's concern about food trucks being located in front of a business. Section 5.08.060(4) restricts a mobile unit from being within 200 feet of a similar existing and stationary business.

Council asked questions and made comments.

Motion by Councilmember Shepro, second by Councilmember Gaumont to accept the third and final reading and adoption of Ordinance 1521 as set forth in attachment A.

*Roll call of votes was taken. **Motion carried unanimously.***

10. Public Hearing

*see item 9a.

11. New Business

- a. Adopt Resolution 2023-16 Updated Consolidated Fee Schedule

Love said the Fee Schedule is updated every two years and highlighted five changes.

1. Section 2 Hourly Rate Schedule: Subsection Hourly Rates.
2. Section 6 Code Violation Penalties: Subsection Infractions.
3. Section 15 Athletic Field Rental Fees and Charges: Subsection Rental Fees.
4. Park Impact Fees
5. Transportation Impact Fees

Changes have not been made to the Utility Rate section. Changes to the utility rate structure will be brought back to Council in 2024 when the utility rate study is completed. In addition, in 2024 staff will be preparing an evaluation of the land use fees to verify that the fees charged cover city costs.

Council asked questions and made comments.

Motion by Councilmember Robb, second by Councilmember Shepro to adopt Resolution 2023-16 updating the Consolidated Fee Schedule effective January 2, 2024.

*Roll call of votes was taken. **Motion carried unanimously.***

- b. Adopt Resolution 2023-18 Declaration of Emergency

Smith said with the anticipation of a flood, steps were taken to be prepared to build a flood wall over the railroad tracks at a moment's notice; Taylor's Excavators was hired and sand was purchased.

*Motion by Councilmember Pearce, second by Councilmember Bergman to adopt Resolution 2023-18 confirming Mayor Roberts' Emergency Proclamation of December 6, 2023, authorizing the use of emergency procurement procedures consistent with state law. **Motion carried unanimously.***

- c. Authorize Final Acceptance of the Johnson Farm Site Demolition Project Completed by Swofford Excavating, LLC

Lytton explained that this is the second of three projects that need to be completed at the Johnson Farm before the setback levee can be built. The project is now complete, there were no change orders. The final project cost is \$116,719.28, which will be reimbursed by the Stillaguamish Tribe.

*Motion by Councilmember Gaumond, second by Councilmember Pearce to authorize the final acceptance of the Johnson Farm Demo project with Swafford Excavating, LLC. **Motion carried unanimously.***

- d. Authorize the Mayor to Sign a Professional Services Agreement with Atwell, LLC for the 103rd Dr. Improvements Project

Lytton said the water crew has repaired water leaks on this line 31 times, totaling over 200 hours; it has come to the end of its service life. Atwell, LLC, formerly Blueline Group, has designed other projects for the city. Construction will be completed in two phases.

Council discussed and asked questions.

*Motion by Councilmember Pearce, second by Councilmember Gaumond to authorize the Mayor to sign a Task Order with Atwell, LLC for the 103rd Dr NW Improvements not to exceed \$198,320. **Motion carried unanimously.***

- e. Authorize the Mayor to Sign a Grant Agreement with Transportation Improvement Board for 2024 Overlay Projects

Lytton said the city was not successful in receiving TIB overlay funds for 2023, so it was very good news to receive funds for two projects for 2024 in the amount of \$632,123.00.

*Motion by Councilmember Gaumond, second by Councilmember Pearce to authorize the Mayor to execute the grant agreement with the Transportation Improvement Board for the 284th and 72nd Avenue Overlay projects. **Motion carried unanimously.***

12. Public Closing Comments

Verbal Comment:

Elizabeth Callaghan
Stanwood

Topic:

Thanked Councilmember Pearce for his service and the impact that he has had on the community, it was a joy to serve on council alongside him.

13. Executive/Legislative Reports

a. Mayor's Report

- This is the last council meeting of 2023.
- Thanked Councilmember Bergman for Councilmember Pearce's delicious cake.
- Had a great experience sitting on the panel for the Building Bridges Tour in Everett with Snohomish County Councilmembers Nate Nehring and Jared Mead. Lots of people from both sides of the political isle participated. Keynote speaker was Lt. Governor Danny Heck.
- Had a lot of fun being part of the Be Legendary Anti-bullying event held at the Stanwood High School football field.
- Thanked Councilmember Pearce for his wise mind and his 21-years of service to the city. He also thanked Pearce's wife Kathleen for her support of Pearce, it's not always easy for the spouse who is home taking care of things with all the evening meetings.

b. City Administrator Report

- A big thank you to Chief Toner and staff, Assistant Fire Chief Ten Hoopen, Fire Dept. cadets, Public Works crew, Harry Taylor, and Taylor's Excavators for all the work they did during the flood.

- Thanked Councilmember Pearce for his long service to the city, he will be missed.
- The 2024 Council Committee selection letters will be going out soon.
- Thanked Council for all the great questions tonight.

c. Councilmember's Report/Questions

- Councilmember Gaumond wished everyone a Merry Christmas and safe New Year's Eve. Wished good luck to Councilmember Pearce in his future endeavors.
- Councilmember Robb thanked Lenz, Taylor's Excavators, North County Fire, Chief Toner, and public works staff for their timely response and hard work to fight the record setting flood waters. It was an honor working with Councilmember Pearce, his voice will be missed on council.
- Councilmember Pearce thanked everyone for all the support over the years. This is not a job that you do so people know what you did, because that will never happen, and if they do know what you did, they got it wrong. It's been a blessing to work with everyone over the years, he has worked with a lot of different city staff, Hushagen is the only one that's been here for the entirety of his service. The past two years have been amazing, there's been a lot of hard work going on and it's been a pleasure to work with everyone, the current city staff, they are a well-oiled machine.
- Councilmember Shepro said 2023 has been a great year, kind of sorry it is coming to an end. It was great that council did not have to hold a single meeting over zoom! He thanked Kathy Wooten for being a stellar citizen commenter and for attending more city council meetings than anyone else.
- Councilmember Bergman thanked Tansy Schroeder for the construction of the photo used for Councilmember Pearce's cake. She thanked city staff for a great job on the flood, she has lived here through several floods, so she knows you cannot fight it 100% perfectly every time. She thanked Pearce for his time and dedication serving the city.
- Councilmember Schmitt hopes everyone can take the time to appreciate the lights on the Hamilton Smokestack, it's a wonderful Stanwood tradition. He will miss Pearce but looks forward to seeing him in the Stanwood parade dressed up in colonial garb carrying a 'don't tread on me' flag.

14. Recess to Executive Session - None

15. Adjourn

There being no further business before the Council, and hearing no objection to adjournment, Mayor Roberts adjourned the meeting at 8:46 p.m.

CITY OF STANWOOD



Sid Roberts, Mayor

ATTEST:



Lisa Sokolik, City Clerk