

CITY OF STANWOOD
Regular Meeting of the City Council
Thursday, May 9, 2019 – 7:00 p.m.
Stanwood Camano School District Administration Board Room
MINUTES

1. Call to Order and Pledge of Allegiance

Mayor Leonard Kelley called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

2. Roll Call

Deputy Clerk Sara Robinson called the roll with the following Councilmembers present: Rob Johnson, Elizabeth Callaghan, Timothy Pearce, Larry Sather and Kelly McGill. The meeting was quorate.

Also present: City Engineer / Assistant Public Works Director Shawn Smith, Community Development Director Patricia Love, Finance Director David Hammond, City Attorney Brett Vinson, City Administrator Jennifer Ferguson, Police Chief Norm Link and Deputy Clerk Sara Robinson.

Motion by Councilmember Sather, Second by Councilmember McGill, to excuse Councilmember Williams. Motion carried unanimously.

3. Approval of the Agenda

Motion by Councilmember Sather, second by Councilmember McGill to approve the agenda as amended. Motion carried unanimously.

4. Presentation

- a. Proclamation – Kids to Parks Day May 18, 2019

The mayor read a proclamation proclaiming May 18, 2019 as Kids to Parks Day.

- b. Proclamation – National Poppy Day May 24, 2019

The mayor read a proclamation proclaiming May 18, 2019 as Kids to Parks Day.

5. Citizen Comments

None

6. Staff Reports

- a. Finance Report 1st Quarter 2019
- b. Planning Commission Minutes – May 8, 2019

7. Committee Reports

- a. Finance

Councilmember Sather noted that this committee meeting was not quorate and requested that the minutes be reviewed by the other committee members.

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8. Consent Agenda

- a. Approve Vouchers and Payroll Checks
- b. Approve April 11, 2019 Regular Meeting Minutes
- c. Plan Review & Inspection On-Call Contract

Motion by Councilmember Sather, Second by Councilmember McGill, to approve the consent agenda items a through c. Motion carried unanimously.

9. New Business

- a. Authorize the Mayor to Sign a contract with Faber Construction for the Pioneer Highway Upgrades Phase I-72nd Interceptor project.

Shawn Smith, City Engineer/Assistant Public Works Director presented the request to authorize the Mayor to Sign a contract with Faber Construction for the Pioneer Highway Upgrades Phase I-72nd Interceptor project.

The construction bids were opened on April 30, 2019. There were three bids submitted. Faber Construction was the low bidder at \$652,598.86. The Public Works Committee recommended this for Council approval at their meeting on May 6, 2019.

Motion by Councilmember Sather, second by Councilmember McGill to authorize the mayor to sign a contract with Faber Construction for the Pioneer Highway upgrade phase 1 - 72nd avenue interceptor project not to exceed \$652,598.86. Motion carried unanimously.

- b. Authorize the Mayor to Sign a contract with FCS Group for an Organizational Structure and Staffing Analysis.

David Hammond, Finance Director presented the request to authorize the Mayor to sign the Consultant Services Agreement with FCS Group for an Organizational Structure and Staffing Analysis. This assessment will evaluate the current and future service needs for our community. The study will include a community survey and organizational staffing analysis. This work is related to other current projects including an enhanced "city-centric" Discover Stanwood Camano and modernization of the City website and creation of a communications/public engagement toolkit.

The project will be completed in two phases. Phase one will include establishing level of service expectations, interviewing city staff, updating job descriptions, forecasting staffing needs, documentation and presentation to staff. Phase two includes peer/industrial comparisons and benchmarks, comparison to current and level of service needs and documentation and presentation to staff.

Upon execution of the agreement the consultant will begin the first phase immediately. The second phase will start after all reports are received from the community survey. It is expected to be completed in the of Spring 2020.

This project was discussed and recommended for Council approval at the regular Finance/Personnel Committee meeting on April 25, 2019.

Motion by Councilmember Sather, second by Councilmember Johnson, to authorize the mayor to sign a professional services agreement with FCS Group to conduct a city-wide organizational staffing analysis not to exceed \$49,660. Motion carried unanimously.

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10. Reports of Officers and Committees

a. Mayor's Report

The Touch-a-truck event was last weekend. It was a fun event that brought a huge crowd to the town.

Monday was the presentation of the grants that were awarded by the Remax Community Charity Event, Evening with the Hidden Stars. Sixteen local charities received these funds totaling \$31,000. Reminder that next week is filing week.

b. City Administrator's Report

The Clean Sweep event is this coming Saturday. This is a wonderful event available to Stanwood residents. The local Boy Scouts Troop 82 has volunteered to help.

c. Councilmember Reports and Questions

Councilmember Callaghan and Councilmember Pearce both announced that they will be running for City Council again.

11. Citizen Closing Comments –

None

12. Adjourn to Executive Session – RCW 42.30.110(1)(B) and RCW 42.30.110(1)(i)

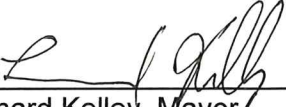
Mayor Kelley adjourned the meeting to Executive Session at 7:17 pm for 19 minutes with action anticipated. Council reconvened at 7:39 pm.

Motion by Councilmember Sather, second by Councilmember McGill, to authorize the Mayor to sign any and all documents to acquire the Foursquare church property for an additional \$69,000 consistent with the CR 2A Agreement. Johnson – yes, White – yes, Callaghan – yes, Pearce – yes, Sather – yes, McGill – yes. Motion carried unanimously.

13. Reconvene and Adjourn

Mayor Leonard Kelley adjourned the meeting at 7:49 p.m.

CITY OF STANWOOD



Leonard Kelley, Mayor

ATTEST:



Sara Robinson, Deputy Clerk