

CITY OF STANWOOD
Special Meeting of the City Council
Thursday, November 25, 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 City Clerk Sara Robinson called the roll with the following Councilmembers present: Dianne White, Elizabeth Callaghan, Tim Pearce, Larry Sather, Kelly McGill and Judy Williams. The meeting was quorate.

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

Also present: City Engineer Shawn Smith, Finance Director David Hammond, Community Development Director Patricia Love, City Attorney Brett Vinson, City Administrator Jennifer Ferguson, Police Sergeant Jason Toner, and Deputy City Clerk Sara Robinson.

3. Approval of the Agenda

Motion by Councilmember Sather, second by Councilmember Callaghan to approve the agenda. Motion carried unanimously.

4. Citizen Comments

None

5. Staff Reports

- a. Police Compstat Report – October 2019

6. Committee Reports

- a. Approve September 27, 2019 Economic Development Board Meeting Minutes
- b. Approve September 16, 2019 and October 21, 2019 PTAC Meeting Minutes
- c. Approve November 14, 2019 Community Development Committee Meeting Minutes
- d. Approve October 14, 2019 Planning Commission Meeting Minutes

Stanwood City Council Meeting Minutes – November 25, 2019

7. Consent Agenda

- a. Approve Vouchers and Payroll Checks
- b. Approve November 14, 2019 Regular Meeting Minutes
- c. Authorize the Mayor to sign the Final Plat of Cedarhome Square Phase III
- d. Authorize the Mayor to sign a Contract for Janitorial Services
- e. Special Event Permit – Light up Your Holidays

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

8. Old Business

- a. CIP Update and Comp Plan Amendment- Second Reading and Final Adoption Ordinance 1480.

Shawn Smith, City Engineer, presented the proposed Ordinance 1480, 2020 – 2025 CIP and Comp Plan Amendment. There was a full presentation of the Ordinance at the last two Council meetings and there has not been any changes.

Motion by Councilmember Sather, Second by Councilmember Williams to approve the Second Reading and Final Adoption of Ordinance 1480, CIP and Comp Plan Amendment. Motion carried unanimously.

- b. Adopt Resolution 2019-15 - Council Rules of Procedure Amendments.

Jennifer Ferguson, City Administrator, presented the amendments to the Council Rules of Procedure. Council directed staff to make amendments at the last Council Meeting. These changes were made and are included the packet with a redlined and final version.

Motion by Councilmember Sather, Second by Councilmember McGill to approve the adoption of Resolution 2019-15 amending the Council Rules of Procedure. Motion carried unanimously.

9. Public Hearing

- a. Final 2019-2020 Mid-Biennium Budget Adjustment – Second Reading and Final Adoption Ordinance 1482

David Hammond, Finance Director, presented the Second Reading of the Final 2019-2020 Mid-Biennium Budget Adjustment. The preliminary mid-biennial budget amendment was reviewed by the Finance Committee at their regular scheduled October 24th meeting, and the Committee recommended approval and to present to the City Council. Further, it was reviewed by the City Council at the regular scheduled October 24th meeting. First reading

Stanwood City Council Meeting Minutes – November 25, 2019

passed unanimously on November 14th. The only change to the presentation is the Organization Chart which was added to show staffing. There were no monetary changes.

The mayor opened the public hearing for public comment.

There being no public comment, the Mayor closed the public hearing.

Motion by Councilmember Sather, Second by Councilmember McGill to approve the second reading and final adoption of Ordinance 1482 amending the 2019-2020 budget as presented. Motion carried unanimously.

10. New Business

a. Adopt Resolution 2019-13 - 2020 Salary and Benefits Schedule

David Hammond, Finance Director, presented the 2020 Salary and Benefits Schedule. It includes four changes which only apply to non-represented employees. A 2.3% cost of living increase, changes to the dental insurance plan, adding the option of high deductible health plan and a dual insurance coverage opt out incentive plan.

Motion by Councilmember Sather, Second by Councilmember White to approve the adoption of Resolution 2019-13 – 2020 Salary and Benefits Schedule. Motion carried unanimously.

11. Reports of Officers and Committees

a. Mayor's Report

This is Councilmember McGill's last meeting. Thank you to him for his service.
The community tree lighting event is this Saturday at 4pm. Hope to see everyone there.
This Saturday November 30th is Small Business Saturday. Shop local and support our great businesses.
The first Tuesday of December is giving Tuesday.

b. City Administrator's Report – Jennifer Ferguson

Jennifer gave an overview of the 2020 Special Event / Tourism Grant program. The Economic Development Board reviewed the fall offering applications on November 15, 2019 and unanimously forwarded a recommendation to the Mayor to fully fund all of the requests. The Mayor awarded a total of \$6,250 in grant funds in 2019. The remaining \$13,750 will be available for the 2020 Grants. These funds are to be used to promote community events that will draw visitors from outside the area. The following applications were submitted in October; Art by the Bay, Sound Water Stewards-Getting to the Water's Edge, CAA Artist Studio Tour, Snow Goose & Birding Festival and The Great Northwest Glass Quest.

Happy Thanksgiving. Hope you all enjoy the Holidays.

Remember if you and your family need to get out of the house, Church Creek Park has an 18 hole Disc Golf Course. It's a great way to burn off some of those extra calories.

Stanwood City Council Meeting Minutes – November 25, 2019

c. Councilmember Reports and Questions

Councilmember McGill wanted to say thank you, it has been great working with everyone.

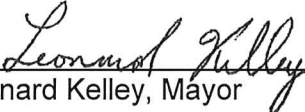
12. Citizen Closing Comments

None

13. Adjourn

Mayor Kelley adjourned the meeting at 7:22 p.m.

CITY OF STANWOOD


Leonard Kelley, Mayor

ATTEST:


Sara Robinson, Deputy Clerk