

CITY OF STANWOOD
Special Meeting of the City Council
Thursday, June 21, 2018 – 5:15 p.m.
10220 270th Street NW, Stanwood, Washington
MINUTES

Welcome and Introduction

Mayor Kelley called the meeting to order at 5:12 p.m.

The following Councilmembers were present: Dianne White, Elizabeth Callaghan, Timothy Pearce, Larry Sather, Kelly McGill, and Judy Williams. The meeting was quorate.

Also present: City Administrator Ryan Larsen, Finance Director David Hammond, Community Development Director Patricia Love, City Engineer/Assistant Public Works Director Shawn Smith, Deputy Clerk Erica Schorn, and Deputy Clerk Tania Hawes.

1. Utility Rate Study (Water, Sewer, Stormwater)

Finance Director David Hammond introduced the preliminary results of the utility rate study and consultants Sergey Tarasov and Paul Quinn from FCS Group. Sergey Tarasov provided the projected annual water, sewer, and drainage rate increases from 2019 to 2024 as well as increases to the Plant Investment Fees. Council discussed the presentation.

At the end of the presentation, Council adjourned for dinner at 6:13 p.m. and reconvened at 6:28 p.m. David Hammond requested direction from Council concerning how to proceed with the utility rates. Council discussed the effect of rate changes on the citizens and businesses of the city. Staff will present the rate increases to council committees and the public in the fall. Council directed staff to request FCS Group conclude their report with assumptions provided.

2. Revenue Forecast (Budget Themes and Initiatives)

Finance Director David Hammond provided an outlook of revenues and expenditures for the city's key funds. David explained an uptick in both inflation and interest rates, however the city is remaining conservative. David reviewed the general fund strategic outlook as well as the construction sales tax received from 2016 to May 2018. David explained that while construction sales tax has had a strong positive trend, it is volatile, as is the real estate excise taxes. Council discussed where the funds of the city should be used to best suit the city's needs.

3. New GIS Division

City Administrator Ryan Larsen presented the creation of a new GIS Division within the Public Works Department. Council discussed the improved notational accuracy and cost benefits that GIS would provide the city. Community Development Director, Patricia Love,

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explained that it is important for the city to be able to control who can input information in the GIS system. The description of the positions created by GIS were also discussed by council. Council was in agreement that this would be a good use of city funds because the city would no longer need to contract out for data collection that could be done in-house.

4. Fee Ordinance and Resolution

Finance Director David Hammond presented Resolution 2018-15 updating the consolidated schedule of fees and charges and Ordinance 1458 amending various chapters of the Stanwood Municipal Code (SMC). David explained this is an effort to remove fees from the SMC and into a consolidated fee schedule. This format is easier for the public to access and is more efficient to maintain. Council discussed changes in fees relating to public records requests, building permits and land use, special events, taxicab licensing, firework sales, business licensing, and signage.

5. Discover Stanwood Camano Magazine

City Administrator Ryan Larsen presented the Discover Stanwood Camano Magazine to discuss the magazine's publication and future contracting with Philips Publishing. Ryan explained that Philips Publishing has produced two magazines a year for the last several years. Council discussed the effects of investing in a magazine for the city. Council was in support of continuing the magazine's publication.

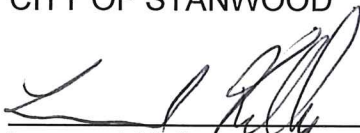
6. Parks Update

City Administrator Ryan Larsen presented information on Ovenell, Hamilton, and Heritage Parks to discuss long term planning as well as to provide direction to staff on how to proceed with the parks. Council discussed various grants and funding for each park. Ryan also commented on the possibility of using a new consultant for the completion of Ovenell Park due to an increase in environmental and construction details that must be considered with the park. The creation of a Metropolitan Parks District (MPD) with Snohomish County and Island County was also discussed. The three organizations will further discuss an MPD at the end of the summer.

7. Adjourn

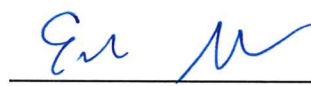
Mayor Kelley adjourned the meeting at 8:04 p.m.

CITY OF STANWOOD



Leonard Kelley, Mayor

ATTEST:



Erica Schorn, Deputy Clerk