

CITY OF STANWOOD
Regular Meeting of the City Council
Thursday, June 28, 2018 – 7:00 p.m.
Stanwood Camano School District Administration Board Room
MINUTES

1. Call to Order and Pledge of Allegiance

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

2. Roll Call

Deputy Clerk Erica Schorn called the roll with the following Councilmembers present: Rob Johnson, Dianne White, Elizabeth Callaghan, Timothy Pearce, Larry Sather, Kelly McGill, and Judy Williams. The meeting was quorate.

Also present: Finance Director David Hammond, Public Works Director Kevin Hushagen, Community Development Director Patricia Love, Police Chief Norm Link, Fire Chief John Cermak, City Attorney Representative Brett Vinson, Deputy Clerk Erica Schorn and Deputy Clerk Tania Hawes.

3. Approval of the Agenda

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

4. Citizen Comments

Tim Schmitt - 27308 101st Ave

Mr. Schmitt commented on the value of bringing agenda items to subcommittees to allow the topics to be discussed in detail.

5. Staff Reports

- a. Police Compstat Report – May 2018
- b. Reminder – Regular City Council Meeting August 23, 2018 Cancelled

6. Committee Reports

- a. Community Development

7. Consent Agenda

- a. Approve Vouchers and Payroll Checks
- b. Approve June 14, 2018 Regular Meeting Minutes
- c. Special Event Permit – Stanwood Fair Parade
- d. Cancel July 26, 2018 Council Meeting
- e. Authorize the mayor to sign Heartland Merchant Services contract for Credit Card Processing Services

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f. Adopt Resolution 2018-17 Authorizing Investment in the LGIP

Motion by Councilmember Sather, second by Councilmember Williams, to approve the consent agenda items a through f. Motion carried unanimously.

8. Old Business

a. Ordinance 1458 – Amending Various Chapters of SMC Relating to Fees, First Reading and Resolution 2018-15 – Update Consolidated Schedule of Fees and Charges

Finance Director David Hammond presented first reading of Ordinance 1458 and Resolution 2018-15. David explained that the city is systematically taking fees out of the municipal code, and putting them in one consolidated schedule in order to make the fees easier to maintain and understand.

Motion by Councilmember Sather, second by Councilmember Callaghan, to approve first reading of Ordinance 1458 and advise staff to present Resolution 2018-15 and Ordinance 1458 to Council on July 12, 2018 for second reading and final adoption. Motion carried unanimously.

b. Adopt Resolution 2018-16 Placing Annexation into NCRFA on November Ballot

Finance Director David Hammond presented Resolution 2018-16 to Council for adoption, declaring the city's intent to place a measure on the November 2018 ballot concerning annexation into the NCRFA. David explained the rationale for the decision and that one benefit of annexation is that citizens would be able to directly elect their fire board commissioners.

Council clarified whether the commissioner terms would be staggered, and discussed the appointment and election of Fire Board Commissioners.

Motion by Councilmember Sather, second by Councilmember Callaghan, to adopt Resolution 2018-16 calling for a special election on the November 6, 2018 general election date, for voters of the City of Stanwood to approve or reject the annexation of the City of Stanwood to be part of the North County Regional Fire Authority. McGill – yes, Williams – yes, Johnson – yes, White – yes, Callaghan – yes, Pearce – yes, Sather – yes. Motion carried unanimously.

c. Authorize the mayor to sign the Integrated Planning Grant with Department of Ecology and Approve the Scope of Work from Maul Foster and Algoni

Community Development Director Patricia Love presented the Integrated Planning Grant. Patricia explained the grant would apply to both the Raplee and the Hamilton properties. The grant would be used to perform site investigations, look at development opportunities, and master planning. The first item before council is a reimbursable grant from the Department of Ecology, the second item is the scope of work that would be done by Maul Foster.

Motion by Councilmember Sather, second by Councilmember McGill, to authorize the mayor to sign the integrated planning grant with the Department of Ecology for acceptance of the grant funding for \$300,000. Motion carried unanimously.

Motion by Councilmember Sather, second by Councilmember McGill, to approve the scope of work in Attachment "B" with Maul Foster & Algoni not to exceed \$275,000 for services related to administering the integrated planning grant. Motion carried unanimously.

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9. New Business

a. Adopt Resolution 2018-13 – Tourism Grant

Community Development Director Patricia Love, presented the tourism grant policy to council. Patricia commented that the Economic Development Board suggested changes to the amounts, resulting in \$2,250 being budgeted for new events in the first year, and \$1,000 being budgeted every year for existing events.

Councilmember Callaghan commented that the reason council limited the amount budgeted for existing events was to encourage events to be self-sustaining once they are started as well as to promote the creation of new events within the city.

Motion by Councilmember Sather, second by Councilmember White, to adopt Resolution 2018-13 establishing a grant program and procedure to solicit and facilitate proposals from agencies and groups actively engaged in the promotion and enhancement of new and existing tourism and events. McGill – yes, Williams – yes, Johnson – yes, White – yes, Callaghan – yes, Pearce – yes, Sather – yes. Motion carried unanimously.

b. Authorize the mayor to sign an agreement with WSDOT for Maintenance of Shelter at Stanwood Station

Community Development Director Patricia Love presented an extension to an existing agreement with WSDOT for the shelter at the Stanwood Train Station. The original agreement was put in place when the shelter was installed in 2015. The city is responsible for the maintenance needed for the shelter and this agreement would extend the pilot project for another two years.

Councilmember White asked Public Works Director Kevin Hushagen if there has been any vandalism to the shelter and he commented that there has not.

Motion by Councilmember Sather, second by Councilmember McGill, to authorize the mayor to sign agreement No. GCB 2956 between the City of Stanwood and the Washington State Department of Transportation to maintain an enclosed shelter facility at Stanwood Station. Motion carried unanimously.

c. Authorize the mayor to sign a contract with RH2 to perform Water/Sewer Availability Analysis

Public Works Director Kevin Hushagen presented a contract with RH2 Engineering. As subdivisions and plats come into the city, the city requires the applicant to submit a water and sewer availability request. RH2 provides modeling software necessary to confirm that the new developments will not put the city's utility system in jeopardy.

Councilmember Johnson asked if the city has conducted a study for the city's water availability overall. Kevin explained that the city does have a 2015 water comprehensive plan that analyzes what water capacity the city needs as well as what the city currently has.

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Motion by Councilmember Sather, second by Councilmember Callaghan, to authorize the mayor to enter into an agreement with RH2 Engineering for a water and sewer availability analysis for the trailside plat, for \$8,600. Motion carried unanimously.

- d. Authorize the mayor to sign ILA with Snohomish County for Emergency Management Services

Finance Director David Hammond presented a three-year interlocal agreement (ILA) with Snohomish County for emergency management services. The ILA would provide an economical mechanism for administration and coordination of county and city emergency management programs. By statute the city is required to have a local organization or be a member of a local organization for emergency management systems and the city has been a party to this agreement since 2006.

Motion by Councilmember Sather, second by Councilmember White, to authorize the mayor to sign the interlocal agreement between the City of Stanwood and Snohomish County for administration and coordination of County and City emergency management programs. Motion carried unanimously.

10. Reports of Officers and Committees

- a. Mayor's Report

The mayor welcomed Councilmember McGill to his first regular council meeting. There was also the first concert of the year after the car show last Sunday. The mayor counted over 150 people in attendance. The next concert will feature Shaggy Sweet on July 7th. The farmers market is Friday, June 29th.

The mayor commented that there will not be a city administrator's report tonight as Ryan Larsen is at an AWC conference in Yakima, WA. The mayor regretfully informed council that Ryan had notified staff that he was taking a position with a private development company. Ryan will be with us until about the 1st of August. During the executive session council will be discussing how the city will be moving forward.

- b. City Administrator's Report
- c. Councilmember Reports and Questions

Councilmember McGill asked Public Works Director Kevin Hushagen if the drainage and hydrology of the Trailside site has been addressed. Kevin responded that the city has found some issues to be fixed and the problem has been addressed.

Councilmember McGill also asked if the narrow access and parking to the Trailside site has been improved. Kevin responded that the city is addressing the problem and the issue will need to be fixed before the plat can be approved.

Councilmember Johnson commented that the car show on Sunday, June 24th is one of the bright spots of the whole community. He also apologized for not being present for the special council meeting on June 21st.

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Councilmember Williams commented that she went to the summer concert on Sunday, June 24th and she is very happy about the continual growth and encouragement that the event has received from the community. The event has also attracted people from outside of the city and Councilmember Williams is excited that the event is continuing to grow and become a larger and more involved community event.

11. Citizen Closing Comments

There were no citizen comments.

12. Adjourn to Executive Session for Property Acquisition [RCW 42.30.110(C)]

Council adjourned to executive session on property acquisition with the addition of reviewing the performance of a public employee [RCW 42.30.110 (g)] at 7:47 p.m. for ten minutes. Council announced they were extending their meeting for another four minutes at 8:00 p.m. Council reconvened at 8:04 p.m.

13. Reconvene and Adjourn

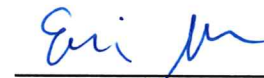
There being no further business before the council, Mayor Kelley adjourned the meeting at 8:04 p.m.

CITY OF STANWOOD



Leonard Kelley, Mayor

ATTEST:



Erica Schorn, Deputy Clerk