

**CITY OF STANWOOD**  
Regular Meeting of the City Council  
Thursday, March 10, 2022 – 7:00 p.m.  
Zoom Online Meeting & Telephone  
**MINUTES**

**1. Call to Order**

Mayor Sid Roberts called the meeting to order at 7:00 p.m.

**2. Roll Call**

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

Also present: City Administrator Shawn Smith, Community Development Director Patricia Love, Finance Director David Hammond, Public Works Director Kevin Hushagen, Police Chief Becky Lewis, Fire Chief John Cermak, Finance Manager Wendy Dowhower, Utilities Supervisor Leigh Danielson, Economic Development & Marketing Manager Sarah Cho, City Attorney Nikki Thompson, Assistant to the Administrator & Communications Manager Krista Hintz, and City Clerk Lisa Sokolik.

**3. Approval of the Agenda**

*Motion by Councilmember Robb, second by Councilmember Bergman to approve the agenda as written. Motion carried unanimously.*

**4. Presentation**

**a. Stanwood Camano School District Board Superintendent Rumbaugh**

Superintendent Dr. Rumbaugh gave an overview of the Capital Project and Technology Levy, which is a replacement levy, that will be on the April 26<sup>th</sup> ballot. One half of the levy is dedicated to proposed capital projects for necessary upgrades and repairs to current buildings, departments, and other infrastructures. The other half is to ensure updated and upgraded technology are put in the hands of teachers and students. This is a replacement levy that the voters passed in 2018, the new levy will span from 2023-2026.

There are three primary ways that school districts receive funds; 70% from state which are allocated based on enrollment, 15% from Federal which come through grants and qualifying programs, and 15% from capital levies.

The state will only fund basic education. Revenues received from levies are used for anything beyond material, supplies, and salaries, e.g., investing in transportation and technology, and to build new buildings.

b. Waste Management Annual Update and Contract Implementation Update

Michelle Metzler, WM Public Sector Manager presented the WM 2021 Annual Report, which was included in the council packet. She gave a high-level overview of the services provided by WM and shared some information on the upcoming implementation of the new contract that will start May 1, 2022.

**5. Citizen Comments**

The City received two written comments and two requests to verbally address the Mayor and City Council (only one was in attendance). Citizens who wish to speak verbally are required to register on the City Website by 9:00 am the morning of the meeting and are required to be visible on camera and identify themselves with name and address.

Written Comment

Cami Gray, SnoCo-Camano Assoc. of Realtors

3201 Broadway, Suite E., Everett      Topic – Ordinance 1503 City Impact Fees

Dylan Sluder, Master Builders Association

335 116<sup>th</sup> Ave SE, Bellevue      Topic – Ordinance 1503 City Impact Fees

Verbal Comment

Satin Arnett - 1597 Lake Drive, Camano Island – Topic: School District Levy

**6. Staff Reports**

**7. Committee Reports**

- a. Parks and Trails Advisory Committee Meeting Minutes – January 18, 2022
- b. Finance Committee Minutes – February 24, 2022
- c. Community Development Committee Meeting Minutes – February 3, 2022

Public Works Committee Chair Darren Robb gave an overview of the Committee's first in-person meeting held on March 7<sup>th</sup> (minutes will be included in the March 24<sup>th</sup> council packet), the meeting was also held over Zoom. The committee discussed three topics: Central Paving Contract for the 2022 Overlay and ADA Project, Faber Construction Contract for Church Creek Sewer Project, and the Six-year TIP 2023-2028. The two contracts will be discussed later tonight; the PWC is in support and recommends council's approval. The Six-Year Tip was discussed, it will be brought back to the Committee in April for a second review before going to full Council in June.

Mayor Roberts said it would be nice to have the committee chairs give a report of the committee meetings, if they want, since the minutes are usually not ready when the council packet is being assembled.

Finance Committee Chair Marcus Metz gave a brief overview of the Finance Committee meeting held on February 24<sup>th</sup>. The committee discussed the executive leave segment, and they support allowing the City Administrator, at his/her discretion, when to offer executive leave to non-represented employees. They also discussed the budgeting software proposal.

## **8. Consent Agenda**

- a. Approve Payroll Checks and Vouchers
- b. Approve February 24, 2022, City Council Regular Meeting Minutes

*Motion by Councilmember Gaumond, second by Councilmember Metz to approve the consent agenda items A - B. Motion carried unanimously.*

## **9. Old Business**

## **10. Public Hearing**

Anyone wishing to provide written or oral public comment must pre-register by 9:00 am the day of the meeting by calling 360-454-5213 or by clicking on this link: <https://stanwoodwa.org/FormCenter/City-Clerk-5/Council-Meeting-Public-Hearing-Public-Co-69>

- a. Approve First Reading of Ordinance 1503 City Impact Fees

Community Development Director Love reviewed the amendment to the Stanwood Municipal Code regarding the impact fee language and the update to the Park Impact Fees. Currently, parks, transportation, and fire are all listed in one chapter, the City Attorney recommended that they are put in their own individual chapters.

### Verbal Comment

Cathy Wooten 27828 84<sup>th</sup> Ave NW, Stanwood – In support of Ordinance 1503

*Motion by Councilmember Shepro, second by Councilmember Robb to approve the First Reading of Ordinance 1503 as set forth in attachment "A" amending Title 17 Zoning related to City Impact Fees and proceed with the second and final reading of the Ordinance of March 24, 2022.*

Councilmember Shepro commented that on February 14, 2022, the Planning Commission voted unanimously to approve the Park Impact Fee increase. It was also reviewed and approved twice by the Community Development Committee.

*Roll call of votes was taken:*

*Councilmember Shepro – Yes*

Councilmember Bergman – Yes  
Councilmember Schmitt – Yes  
Councilmember Gaumond – Yes  
Councilmember Metz – Yes  
Councilmember Robb – Yes  
Councilmember Pearce – Yes

## **11. New Business**

- a. Confirm Mayor Roberts' Salary Commission Appointment – Nick Hanson

*Motion by Councilmember Pearce, second by Councilmember Shepro to approve Mayor Roberts' appointment of Nick Hanson to serve as Salary Commissioner for a 3-year term.*

*Councilmember Pearce wanted to thank Nick for volunteering, and he appreciates all the committee and commissioner volunteers.*

*Roll call of votes was taken:*

Councilmember Shepro – Yes  
Councilmember Bergman – Yes  
Councilmember Schmitt – Yes  
Councilmember Gaumond – Yes  
Councilmember Metz – Yes  
Councilmember Robb – Yes  
Councilmember Pearce – Yes

*Motion carried unanimously.*

- b. Authorize Mayor to sign a contract with Central Paving for the 2022 Overlay Project.

*Motion by Councilmember Pearce, second by Councilmember Bergman to authorize the Mayor to sign a contract with Central Paving for the 2022 Street Overlay and ADA Ramps project not to exceed \$318,084.*

*Roll call of votes was taken:*

Councilmember Shepro – Yes  
Councilmember Bergman – Yes  
Councilmember Schmitt – Yes  
Councilmember Gaumond – Yes  
Councilmember Metz – Yes  
Councilmember Robb – Yes

*Councilmember Pearce – Yes*

*Motion carried unanimously.*

- c. Authorize Mayor to sign a contract with Faber Construction for the Church Creek Sewer Project.

Public Works Director Hushagen explained the need for the 10% contingency. There is concern with the heavy equipment being used to complete the project that the Church Creek Park parking lot may not hold up to the traffic. By having the 10% contingency already approved by council, if there are issues with the parking lot, staff can authorize the repair and repaving to keep the project moving forward.

*Motion by Councilmember Metz, second by Councilmember Pearce to authorize the Mayor to sign a contract with Faber Construction for the Church Creek Sewer Lift Station Gravity Bypass project in the amount not to exceed \$938,986.78 and a contingency in the amount of \$93,986.00.*

*Roll call of votes was taken:*

*Councilmember Shepro – Yes  
Councilmember Bergman – Yes  
Councilmember Schmitt – Yes  
Councilmember Gaumond – Yes  
Councilmember Metz – Yes  
Councilmember Robb – Yes  
Councilmember Pearce – Yes*

*Motion carried unanimously.*

- d. Authorize Mayor to sign contracts for 2024 Comprehensive Plan Updates.

Community Director Love discussed the contracts for the 2024 Comprehensive Plan Update which includes two consultant groups; Blueline Group will be the primary consultant and project lead and Transpo Group will work on the transportation element.

The 2024 Comprehensive Plan is a mandated update by the state of Washington under the Growth Management Act, which requires the city to update all the mandatory elements of Comp Plan. A new sub-section element on climate change will be added to the update. The legislation increased the frequency between updates from eight to ten years.=. This is an investment for the City's future and is a twenty -year planning

document, that will guide the development of the City of Stanwood. Comprehensive Plans are major updates and the City is dependent on having it approved through the State of Washington and the Puget Sound Regional Council.

To accomplish all the work needed to adopt a fully updated plan, the proposed Comprehensive Plan Update has been broken into three distinct planning phases:

2022 Phase 1: Fact Finding and Visioning – Public Outreach, Technical Studies and Analysis

2023 Phase 2: Plan Development – Writing the Plan

2024 Phase 3: Plan Adoption – Formal Public Hearings and Adoption Process

Love reviewed the scope of work and cost of updating the Comprehensive Plan.

i. Blueline Group Comprehensive Plan Update – Project Lead

*Motion by Councilmember Bergman, second by Councilmember Gaumond to authorize the Mayor to sign a contract with Blueline Group in the amount of \$355,200 to prepare the Stanwood 2024 Comprehensive plan in accordance with the attached scope of work.*

*Roll call of votes was taken:*

*Councilmember Shepro – Yes*

*Councilmember Bergman – Yes*

*Councilmember Schmitt – Yes*

*Councilmember Gaumond – Yes*

*Councilmember Metz – Yes*

*Councilmember Robb – Yes*

*Councilmember Pearce – Yes*

*Motion carried unanimously.*

ii. Authorize Mayor to sign a contract with contracts for 2024 Comprehensive Plan Updates.

*Motion by Councilmember Metz, second by Councilmember Robb to authorize the Mayor to sign a contract with Transpo Group in the amount of \$95,000 to update the transportation analysis of 2024 Comprehensive plan update in accordance with the attached scope of work.*

*Roll call of votes was taken:*

*Councilmember Shepro – Yes*

*Councilmember Bergman – Yes*

Councilmember Schmitt – Yes  
Councilmember Gaumond – Yes  
Councilmember Metz – Yes  
Councilmember Robb – Yes  
Councilmember Pearce – Yes

*Motion carried unanimously.*

- e. Authorize the Community Development Director to sign the Snohomish County Hotel Motel Small Fund Grant.

Economic Development & Marketing Manager Sarah Cho reviewed the Snohomish County Hotel Motel Small Fund Grant.

*Motion by Councilmember Shepro, second by Councilmember Bergman to authorize the Community Development Director to sign the 2022 Grant Agreement and Accept the Grant Award of \$14,500 with Snohomish County as Part of the City of Stanwood's Marketing and Tourism initiative, Discover Stanwood Camano.*

*Roll call of votes was taken:*

Councilmember Shepro – Yes  
Councilmember Bergman – Yes  
Councilmember Schmitt – Yes  
Councilmember Gaumond – Yes  
Councilmember Metz – Yes  
Councilmember Robb – Yes  
Councilmember Pearce – Yes

*Motion carried unanimously.*

**12. Citizen Closing Comments – Removed via Motion at the 3-26-2020 Meeting**

**13. Report of Officers and Committees**

**a. Mayor's Report**

Mayor Roberts was excited to announce that starting April 14<sup>th</sup>, Council will be meeting in-person again in the Stanwood-Camano School District Boardroom. The Mayor thanked the School Board and Dr. Rumbaugh for allowing the city to use their facility.

Staff sent out a survey regarding the Civic Campus that included budget questions. In two days, over 100 surveys have been returned; we are hoping to receive 200-300 more. Responses will be brought to the March 24<sup>th</sup> Special Workshop.

Police Chief Lewis is a finalist for the Bellingham Police Chief; she started the process before she was selected to be the Stanwood Police Chief. The Mayor gave his appreciation to the Chief and the great job she has done and wishes the best for her, but would be happy if she stayed.

The Mayor asked everyone can keep the people of Ukraine in their thoughts and prayers during this sad time.

The City Attorney is working on minor updates to the Council Rules and will hopefully have them for the next council meeting. The Mayor reminded the councilmembers who did not just run for office, that their F-1 is due April 15<sup>th</sup>.

#### b. City Administrator Report

City Administrator Smith said with the mask mandate ending on March 12<sup>th</sup>, city hall will be open five days a week starting Monday, March 14<sup>th</sup> and the police station the following week on March 21<sup>st</sup> which is when the new Police Records Specialist starts. Smith said he appreciated that Chief Lewis met with him and the Mayor to give them the news of her being a finalist for the Bellingham Chief of Police before the news hit the papers.

#### c. Councilmember Reports/Questions

Councilmember Gaumond asked about the filing of F-1. The Mayor answered that elected officials must file a F-1 report annually with the Public Disclosure Commission.

Councilmember Schmitt made a comment about the low turnout on public events to seek public input on Stanwood's growth and the Comprehensive Plan, we are all aware how people like to complain about politics but do nothing to contribute to solutions. Think of yourself as an ambassador and encourage these people to be part of the solution and let them know that their voice is heard, and it can be an impact to their future.

Councilmember Bergman is looking forward to having in-person meetings and thank city staff for all their hard work.

Councilmember Robb thank staff and councilmembers for all the good discussions tonight.

Councilmember Shepro said it was nice to see all the citizens in attendance and to have a few of them address the council.

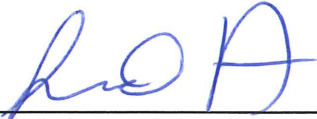
**14. Adjourn to Executive Session – None Scheduled for this Meeting**

**15. Reconvene and Adjourn**

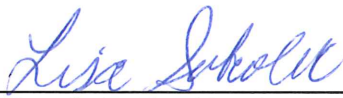


There being no further business before the Council, and hearing no objection to adjournment, Mayor Roberts adjourned the meeting at 8:52 p.m.

CITY OF STANWOOD

  
\_\_\_\_\_  
Sid Roberts, Mayor

ATTEST:

  
\_\_\_\_\_  
Lisa Sokolik, City Clerk