

CITY OF STANWOOD
Regular Meeting of the City Council
Thursday, March 24, 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, Senior Planner Carly Ruacho, Fire Chief John Cermak, Finance Manager Wendy Dowhower, Utilities Supervisor Leigh Danielson, Human Resource Manager Pat Adams, City Attorney Nikki Thompson, Assistant to the Administrator & Communications Manager Krista Hintz, and City Clerk Lisa Sokolik.

3. Approval of the Agenda

Mayor Roberts asked to amend the agenda by removing item 11b. Adoption of Resolution 2022-03 Amending the Rules of Procedure.

Motion by Councilmember Robb, second by Councilmember Gaumond to approve the agenda as amended. Motion carried unanimously.

4. Presentation

5. Citizen Comments

The City received two written comments and one request to verbally address the Mayor and City Council. Written comments must be provided to the Clerk by 9:00 a.m. the day of the meeting. Verbal comments may be provided by attending the meeting via Zoom.

Written Comment

Meagen Watne, Stanwood – Topic: Pedestrian Pathway Over SR532

Dylan Sluder, Master Builders Assoc., Bellevue – Topic: Park Impact Fees

Verbal Comment

Cathy Wooten, Stanwood – Topic: Parks and Recreation Feasibility Study

6. Staff Reports

7. Committee Reports

- a. Community Development Committee Meeting Minutes – March 3, 2022
- b. Planning Commission Meeting Minutes – February 14, 2022
- c. Public Works Committee Meeting Minutes – March 7, 2022

8. Consent Agenda

- a. Approve Payroll Checks and Vouchers
- b. Approve March 24, 2022, City Council Regular Meeting Minutes
- c. Approve March 24, 2022, City Council Special Workshop Minutes

Motion by Councilmember Shepro, second by Councilmember Robb to approve the consent agenda items A - C. Motion carried unanimously.

9. Old Business

- a. Acceptance of Parks and Recreation Feasibility Study

Community Development Director Patricia Love asked council for their acceptance of the Parks and Recreation Feasibility Study that was prepared for the City by Berk Consulting and to approve moving forward with the implementation of the study. The first phase is the team approach which could happen as soon as council accepts the study. The second phase, establishing a Parks Division, would be studied further with the 2023/2024 budget and include a recommendation by the council to have a mid-year check-in of how the team approach is working.

Motion by Councilmember Shepro, second by Councilmember Metz to accept the park and recreation feasibility study as prepared by berk consulting and begin implementation of as follows:

- 1. Initiate implementation of Service Level 1 – Parks Team by April 1, 2022.*
- 2. Evaluate costs and the organizational structure associated with implementing Service Level 2 – Parks Division with the 2023 / 2024 biennial budget; and*
- 3. Prepare and submit a mid-year report to council on the implementation progress and performance of the Parks Team.”*

Roll call of votes was taken:

<i>Councilmember Bergman –</i>	<i>Yes</i>
<i>Councilmember Schmitt –</i>	<i>Yes</i>
<i>Councilmember Gaumond –</i>	<i>Yes</i>
<i>Councilmember Metz –</i>	<i>Yes</i>
<i>Councilmember Robb –</i>	<i>Yes</i>
<i>Councilmember Pearce –</i>	<i>Yes</i>
<i>Councilmember Shepro –</i>	<i>Yes</i>

Motion carried unanimously

10. Public Hearing

Written comments must be provided to the Clerk by 9:00 a.m. the day of the meeting via this link: <https://stanwoodwa.org/FormCenter/City-Clerk-5/City-Council-Meeting-Remote-Public-Comme-61>, or verbal comments may be provided by attending the meeting via Zoom; for assistance call 360-454-5213.

a. Resolution 2022-05 Declaration of Surplus City Property

Finance Director David Hammond said staff annually identifies assets that are obsolete, broken or missing. This year's list is longer as surplus items were not brought to council during the Covid Pandemic. The list of items is attached to Resolution 2022-05. If an asset is purchased with utility funds, the City is required to hold a public hearing for citizen comment. Disposing of surplus equipment frees up space at Public Works and will bring in approximately \$15,000.

Councilmember Schmitt asked if the city logo is removed from the vehicles and if the Fire Dept. is in need an ambulance why do they not purchase the ambulance? Public Works Director Hushagen answered that the city logo has already been removed from all vehicles and that the City purchased the ambulance from the Fire Dept. years ago when they surplused it.

The Mayor opened the Public Hearing to receive public comments. No citizen comments.

Motion by Councilmember Bergman, second by Councilmember Gaumond to adopt Resolution 2022-05 declaring certain property to be surplus to the needs of the city and authorizing the Finance Director to arrange for and to execute the disposal of said property.

Roll call of votes was taken:

<i>Councilmember Bergman –</i>	<i>Yes</i>
<i>Councilmember Schmitt –</i>	<i>Yes</i>
<i>Councilmember Gaumond –</i>	<i>Yes</i>
<i>Councilmember Metz –</i>	<i>Yes</i>
<i>Councilmember Robb –</i>	<i>Yes</i>
<i>Councilmember Pearce –</i>	<i>Yes</i>
<i>Councilmember Shepro –</i>	<i>Yes</i>

Motion carried unanimously

11. New Business

a. Adoption of Resolution 2022-01 Personnel Policy Update

Human Resource Manager Pat Adams discussed the proposed updates to the Personnel Policy. The proposed amendments were noted by management as issues needing clarification. The sections that were updated or added include Social Media, Employee Files, Paid Time Off (PTO), and Executive Leave.

Councilmember Shepro asked if elected officials are considered employees? Adams answered that elected officials are governed under different guidelines than employees pertaining to social

media. City Attorney Nikki Thompson said that Adams is correct, council social media policy is found in the Council Rules and Procedures.

Motion by Councilmember Robb, second by Councilmember Metz to pass Resolution 2022-01, adopting the City of Stanwood Personnel Policy Manual amendments.

Roll call of votes was taken:

<i>Councilmember Bergman –</i>	<i>Yes</i>
<i>Councilmember Schmitt –</i>	<i>Yes</i>
<i>Councilmember Gaumond –</i>	<i>Yes</i>
<i>Councilmember Metz –</i>	<i>Yes</i>
<i>Councilmember Robb –</i>	<i>Yes</i>
<i>Councilmember Pearce –</i>	<i>Yes</i>
<i>Councilmember Shepro –</i>	<i>Yes</i>

Motion carried unanimously.

b. Adoption of Resolution 2022-03 Amending the Rules of Procedure.

Item b was removed from agenda.

c. Second Reading and Adoption of Ordinance 1503 and Adoption of Resolution 2022-02 Consolidated Fee Schedule.

Community Development Director Love discussed the ordinance and resolution. Love clarified that the low-income housing tax credit in the ordinance is correct at 80%.

The City received a letter from the Master Builders Association, which was forwarded to the Council, asking the council to reconsider part of the formula and to phase in the fee changes. Love contacted MBA to let them know that the City is in the process of an entire rewrite of the Municipal Code and that would be the appropriate time to discuss any changes. Love has set up a time mid-April to meet with MBA.

Motion by Councilmember Metz, second by Councilmember Robb to approve the second and final reading of Ordinance 1503 as set forth in attachment “A” amending Title 17 Zoning related to City Impact Fees.”

Roll call of votes was taken:

<i>Councilmember Bergman –</i>	<i>Yes</i>
<i>Councilmember Schmitt –</i>	<i>Yes</i>
<i>Councilmember Gaumond –</i>	<i>Yes</i>
<i>Councilmember Metz –</i>	<i>Yes</i>
<i>Councilmember Robb –</i>	<i>Yes</i>
<i>Councilmember Pearce –</i>	<i>Yes</i>
<i>Councilmember Shepro –</i>	<i>Yes</i>

Motion carried unanimously

Motion by Councilmember Metz, second by Councilmember Gaumond to approve Resolution 2022-02, updated Fee Resolution, as set forth in attachment "B" amending the 2022 Fee Resolution with the updated Park Impact Fees to be effective April 1, 2022."

Roll call of votes was taken:

<i>Councilmember Bergman –</i>	<i>Yes</i>
<i>Councilmember Schmitt –</i>	<i>Yes</i>
<i>Councilmember Gaumond –</i>	<i>Yes</i>
<i>Councilmember Metz –</i>	<i>Yes</i>
<i>Councilmember Robb –</i>	<i>Yes</i>
<i>Councilmember Pearce –</i>	<i>Yes</i>
<i>Councilmember Shepro –</i>	<i>Yes</i>

Motion carried unanimously.

- d. Adoption of Resolution 2022-04 Support for Stanwood Camano School District Replacement Levy Ballot Proposition One.

City Administrator Shawn Smith said that Superintendent Rumbaugh presented Proposition 1 Replacement Technology Capital project levy to Council at the last council meeting. Smith said that the City and the School District are partners in a lot of ways; Security Resource Officer (SRO), students grow the plants for the hanging baskets, students built the S by the viaduct, and we work together on transportation issues.

Motion by Councilmember Robb, second by Councilmember Metz to adopt Resolution 2022-04 supporting Proposition 1 Replacement Technology Capital Projects Levy.

Council commits:

- Will not raise property taxes as it is a replacement tax and is capped at 10 million.
- The main argument for not passing the levy is that it will increase property tax. The levy is not large and at .27 cents per \$1,000 assessed value, a \$500,000 house would be \$135 per year. In context, look at the list of projects and the important technology maintenance that will be done with the funds from the levy.
- The levy is an investment in our schools and students, it is good for property values. The better our schools are the more it desirable it is to live here.

City Attorney Thompson said this resolution is supposed to provide opportunity for the public to comment on this issue, so to meet legal requirements council will need to open the floor to take citizen comments.

The Mayor opened the meeting to take public comment. No comments.

Roll call of votes was taken:

<i>Councilmember Bergman –</i>	<i>Yes</i>
<i>Councilmember Schmitt –</i>	<i>Yes</i>
<i>Councilmember Gaumond –</i>	<i>Yes</i>
<i>Councilmember Metz –</i>	<i>Yes</i>
<i>Councilmember Robb –</i>	<i>Yes</i>
<i>Councilmember Pearce –</i>	<i>Yes</i>
<i>Councilmember Shepro –</i>	<i>Yes</i>

Motion carried unanimously.

- e. Authorize Mayor Roberts to Sign On-Call Contracts with Bonner Electrical Contracting, LLC and VP Electrical Services, Inc.

Motion by Councilmember Gaumond, second by Councilmember Metz to authorize the Mayor to enter into an on-call agreement with Bonner Electrical Contracting, LLC not to exceed \$50,000.

Roll call of votes was taken:

<i>Councilmember Bergman –</i>	<i>Yes</i>
<i>Councilmember Schmitt –</i>	<i>Yes</i>
<i>Councilmember Gaumond –</i>	<i>Yes</i>
<i>Councilmember Metz –</i>	<i>Yes</i>
<i>Councilmember Robb –</i>	<i>Yes</i>
<i>Councilmember Pearce –</i>	<i>Yes</i>
<i>Councilmember Shepro –</i>	<i>Yes</i>

Motion carried unanimously.

Motion by Councilmember Gaumond, second by Councilmember Metz to authorize the Mayor to enter into an on-call agreement with VP Electrical Services, Inc. not to exceed \$50,000.

Roll call of votes was taken:

<i>Councilmember Bergman –</i>	<i>Yes</i>
<i>Councilmember Schmitt –</i>	<i>Yes</i>
<i>Councilmember Gaumond –</i>	<i>Yes</i>
<i>Councilmember Metz –</i>	<i>Yes</i>
<i>Councilmember Robb –</i>	<i>Yes</i>
<i>Councilmember Pearce –</i>	<i>Yes</i>
<i>Councilmember Shepro –</i>	<i>Yes</i>

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 said the changes were made to citizen comments. Written comments are due by 9:00 a.m. the day of the meeting, verbal comments can be made by attending the meeting and by stating your name and city of origin, no longer needing to state your address. We want to make a culture where public comments are made.

The next council meeting will be in-person on April 14th at the School District Board Room. The Mayor thanked the council for moving the Council Rules and Procedures to the next meeting. He said the Leque Estuary is one of the nicest places to walk with all the wildlife. Grateful to council for participating in all the great discussions and making hard decisions.

b. City Administrator Report

City Administrator Smith thanked council for another long night of action, now there can be a break next month from council workshop before council meetings. Smith thanked council for the votes on the big items and said it was really nice to get the support for the School District.

c. Councilmember Reports/Questions

Councilmember Metz – between meetings was thinking about uses for Ovenell that wouldn't create a bunch of traffic or use a lot of resources, e.g., a city managed community garden, a little tree farm, small pumpkin patch for city use.

Councilmember Robb – apologized to Mayor Roberts for not bring non-clicking pens. Thanked council for the long night of good conversation and a lot of good work done, and approval of some important work and thanked staff for getting to this point.

Councilmember Shepro – had a great meeting with Parks and Trails Advisory Committee on Monday, March 21st and discussed how to move forward on getting a pickleball court. A couple of gentlemen from the Pickleball Association will be at the next council meeting to do a presentation. He attended a Twin City Mile meeting with Councilmembers Gaumond and Bergman. He would like to have Scott Lankford, our on-call landscaper's watercolor paintings/drawings posted on the city's website. Love said that they are posted under Community Development/City Beautification/Twin City Mile/ Planning Documents/ Downtown Plan.

Councilmember Schmitt – Thanked the Community Development Committee on their continued work and promotion on the Farmer's Market. The news of Viking Village and the submitted project to redevelop it and there is a lot of reaction to that. In-person meetings, it would be great if the meetings can be live streamed.

Councilmember Gaumond – Looking forward to seeing everyone in-person.

Councilmember Bergman – Looking forward to seeing everyone in-person. Loving the longer days and she is learning more about the ongoing in the city and enjoyed the Twin City Mile meeting.

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 7:53 p.m.

CITY OF STANWOOD

ATTEST:



Sid Roberts, Mayor



Lisa Sokolik, City Clerk