

**CITY OF STANWOOD**  
Regular Meeting of the City Council  
Thursday, January 28, 2021 – 7:00 p.m.  
Zoom Online Meeting & Telephone  
**MINUTES**

**1. Call to Order**

Mayor Elizabeth Callaghan called the meeting to order at 7:00 p.m.

**2. Roll Call**

City Clerk Sara Robinson called the roll with the following Councilmembers present: Rob Johnson, Diane White, Darren Robb, Timothy Pearce, Steve Shepro, Sid Roberts and Judy Williams. The meeting was quorate.

Also present: Community Development Director Patricia Love, Public Works Director Kevin Hushagen, Assistant Public Works Director Shawn Smith, Fire Chief John Cermak, Fire Marshall Mike Makela, Police Chief Rob Martin, Senior Planner Amy Rusko, City Administrator Jennifer Ferguson and City Clerk Sara Robinson.

**3. Approval of the Agenda**

*Motion by Councilmember Pearce, second by Councilmember Johnson to approve the agenda. Motion carried unanimously.*

**4. Citizen Comments**

The City did not receive written comments or any citizens who would like to verbally address the Mayor and City Council. Citizens who wished to speak verbally, were required registered on the City Website by 9:00 am today, must be visible on camera and identify them-self with name and address.

**5. Staff Reports**

- a. Police Compstat Report – December,2020

Councilmember Shepro asked for an update on the Citizen Committee that had been discussed at a past Public Safety Meeting. Chief Martin stated that the decision was to use the Public Safety Committee in that capacity instead and hold occasional Listening Café's to engage the public.

Councilmember Robb asked why the drug arrest numbers were down about 1/3 less than 2019. Chief Martin explained that deputies are being less pro-active in that area.

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### 6. Committee Reports

- a. Parks and Trails Advisory Committee Meeting Minutes- November 16, 2020

### 7. Consent Agenda

- a. Approve Vouchers and Payroll Checks
- b. Approve January 14, 2020 Regular Meeting Minutes
- c. Authorize the Mayor to Sign On-Call Professional Services Agreement Extensions

Councilmember Shepro request that the January 14, 2021 Regular City Council Meeting Minutes be amended to add New Business item 10d Election of Mayor Pro Tempore.

*Motion by Councilmember White, Second by Councilmember Johnson, to approve the Consent Agenda items a thru c amending the 01-14-2021 City Council Meeting minutes as noted.*

*Motion carried unanimously.*

### 8. Old Business

- a. Approval of Change Order #7 with SRV Construction on the Viking Way Project

Public Works Director Kevin Hushagen explained that this item is for approval of Change Order #7 with SRV Construction on the Viking Way project. The project is substantially complete with just some minor punch list items and contractor training requirements outstanding. During construction several unforeseen issues arose that caused delays and inefficiencies to the contractor's workflow. SRV is seeking compensation for these issues and our construction management firm, KBG, has worked through the details and provided a justification packet consistent with contract and WSDOT language dealing with allowable and recoverable charges. The Public Works Committee reviewed this at their meeting on January 4<sup>th</sup> and recommended bringing it to full Council. However, there was a calculation error on the information provided at that meeting and the change order amount increased by \$4,000.

*Councilmember Pearce – Yes, Councilmember Shepro –Yes, Councilmember Roberts – Yes, Councilmember Williams – Yes, Councilmember Johnson- Yes, Councilmember White – Yes, Councilmember Robb - Yes.*

*Motion carried unanimously.*

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### 9. Public Hearing

The public was invited to submit written public comments or by registering to speak via the City website.

The City Clerk did not receive any Public Comment written submissions or registrations to speak for the Public Hearing being held tonight.

- a. 2018 International Building and Fire Codes
  - i. Receive Public Comment on the Proposed Ordinance
  - ii. Second Reading and Final Adoption of Ordinance 1494

Community Development Director, Patricia Love explained that this agenda item is for the Council adoption of the 2018 International Building and Fire Codes as mandated by the State of Washington. Every three years the International Code Council (ICC) updates the International Building and Fire Codes which is the standard by which all building permits are reviewed against in the United States. The State of Washington mandates that all counties, cities and towns adopt the updates by July 1 of the code cycle year. This year the State delayed adopted until February 1, 2021 due to the Covid-19 global pandemic. These codes establish the public safety standards for building construction and occupancy of structures throughout the nation. The Council approved the First Reading of this ordinance at the January 14, 2021 Council meeting.

*Motion by Councilmember Shepro, second by Councilmember Johnson approve the Second Reading and Final Adoption of Ordinance 1494 as set forth in attachment "A" amending chapter 14.04 of the Stanwood municipal code, uniform codes.  
Motion carried unanimously.*

- b. 2019-2020 Docket Comprehensive Plan Amendments and Zoning Code Amendments
  - i. Receive Public Comment on the Proposed Ordinance
  - ii. First Reading of Ordinance 1491 and 1492

Community Development Director, Patricia Love gave an overview of the proposed Ordinances 1491 and 1493 adoption of the 2020 Comprehensive Plan and Zoning Code Amendments. All amendments to the Comprehensive Plan shall be considered concurrently and no more than once per year, except in the event of an emergency, so that their cumulative effects can be ascertained. The 2020 Comprehensive Plan Amendment includes the following Future Land Use Map amendments, Zoning Map Amendments and implementing zoning regulation amendments. As part of the 2019/2020 Docket advertisement, five (5) rezone applications were received.

The Council Community Development Committee's September and October 2020 meetings included a briefing on the proposed 2020 Comprehensive Plan and Zoning

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Code Amendments update. At that meetings the Committee recommended forwarding the code amendments to the full Council for adoption.

The Planning Commission held a Public Hearing on the 2020 Comprehensive Plan and Code Amendment proposals at their November 16, 2020 meeting. The Planning Commission recommends approval of the proposed amendments to City Council. Council discussed the proposed Ordinances.

*Motion by Councilmember Robb, Second by Councilmember Shepro to approve the first reading of Ordinance 1491 as set forth in attachment "A" amending the land use element, future land use map, zoning map, and capital facilities element of the Stanwood Comprehensive Plan and proceed with the second and final reading of the ordinance on February 11, 2021.*

*Motion carried unanimously.*

*Motion by Councilmember Robb, Second by Councilmember Pearce to approve the first reading of Ordinance 1492 as set forth in attachment "B" amending chapters 17.10, 17.30, 17.60, 17.79 and 17.100 of the Stanwood municipal code and proceed with the second and final reading of the ordinance on February 11, 2021.*

*Motion carried unanimously.*

### **10. New Business**

- a. Authorize the Mayor to Sign PSA Amendment #3 with Mackenzie for the Stanwood Civic Campus Site Design Alternatives Analysis

Community Development Director, Patricia Love explained that the purpose of this agenda item is for Council consideration of a new scope of work by Mackenzie to prepare an alternative analysis for siting the future Police Station and City Hall. In 2019 the City began a design effort to locate a combined Police Station / City Hall. In April of 2020 that effort was placed on hold due to Covid-19 and concerns about putting a bond request on the November 2020 ballot in the middle of a global pandemic. Mackenzie has prepared a scope of work that reboots the discussion on how best to provide public services to the community. This work includes a robust discussion with Council regarding siting of Police and City Hall facilities, timing and a rough magnitude of cost estimate. Love explained the different options that will be discussed. This renewed discussion is anticipated to take approximately 7 months. After which, a new scope of work will be prepared to either move forward with the existing plan or prepare revisions.

Staff recommends approving the design contract with Mackenzie which will allow work to begin on Civic Campus project and allow enough time to prepare for the February 11 Council workshop. Council discussed the proposal.

*Motion by Councilmember Johnson, Second by Councilmember Pearce, authorize the mayor to sign the attached amendment #3 to the Professional Services Agreement with*

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*Mackenzie (contract 2019-49) for the Stanwood Civic Campus site design alternative analysis project in the amount of \$97,300.00.*

*Councilmember Pearce – Yes, Councilmember Shepro –Yes, Councilmember Roberts – Yes, Councilmember Williams – Yes, Councilmember Johnson- Yes, Councilmember White – Yes, Councilmember Robb - Yes.  
Motion carried unanimously.*

### **10. Citizen Closing Comments – Removed via motion at the 3-26-2020 Meeting**

### **11. Reports of Officers and Committees**

#### **a. Mayor's Report –**

Mayor Callaghan wanted to encourage all Councilmembers to please review the documentation that was presented tonight. If you have any further questions, please contact Patricia Love or Jennifer Ferguson so that they can present Council details needed for the Special Meeting on February 11. The Governor adjusted the phase matrix. Snohomish County is moving forward to Phase 2 on Monday. This means that the restaurants will be open at 25% dining capacity.

#### **b. City Administrator's Report-**

City Administrator, Jennifer Ferguson wanted to echo the Mayor's comments about the County moving into Phase 2. The detailed information can be found on the City website.

This is the last call for AWC City Action days. If any Councilmember would like to attend it will be held virtually on February 10- 11. Jennifer has been in constant contact with the State Legislators. The discussion about Broadband is continuing and is becoming more essential with the growth in our area. We are looking at shovel ready projects to promote the dig once project to start putting the fiber into the ground.

#### **Director Sound-Bites-**

Public Works Director Kevin Hushagen said that Public Works has been busy shuffling around staff. Shawn Smith is moving into the Engineering Department. Our internal employee Kevin Pellham was also promoted to the Engineering group as an Engineering Technician. Leigh Danielson has also been promoted to Public Works Supervisor.

Patricia Love, Community Development Director noted that the Park and Recreation Feasibility Study proposals were due today. The City received two proposals. Both are from reputable firms. Staff will interview both and bring them back to Council soon for approval.

Police Chief Martin said that there has been a lot of legislation this year around Police Reform. This has been a bad year with community trust with Police.

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Fire Chief Cermak announced that there will be another mass vaccination tomorrow at the Arlington Airport. You can sign up online at the Snohomish County Health District website. The notice about available vaccines usually comes out the day before, so the appointments are usually announced last minute. City Administrator Ferguson noted that the link for this will be posted on the City website.

c. Councilmember Reports and Questions-  
None

### 12. Adjourn –

Mayor Callaghan adjourned the meeting at 8:14 pm.

CITY OF STANWOOD

ATTEST:

  
Elizabeth Callaghan (Feb 17, 2021 06:20 PST)

*Sara Robinson*

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Elizabeth Callaghan, Mayor

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Sara Robinson, City Clerk