

CITY OF STANWOOD
Regular Meeting of the City Council
Thursday, February 9, 2023 – 7:00 p.m.
In-Person & Zoom Online Meeting
MINUTES

1. Call to Order and Pledge of Allegiance

Mayor Sid Roberts called the meeting to order at 7:00 p.m. Councilmember Bergman led the Pledge of Allegiance.

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 Pearce. The meeting was quorate.

Also present: City Administrator Shawn Smith, Community Development Director Patricia Love, Finance Director David Hammond, Public Works Director Kevin Hushagen, Associate Engineer Alan Lytton, Economic Development and Marketing Manager Sarah Cho, City Attorney Nikki Thompson, Police Chief Jason Toner, Communications Manager Krista Hintz, and City Clerk Lisa Sokolik. Utility Supervisor Leigh Danielson attended via Zoom.

3. Approval of the Agenda

Mayor Roberts asked Council to add an Executive Session to discuss real estate acquisition per RCW 42.30.110 (c), no action will be taken.

*Motion by Councilmember Shepro, second by Councilmember Robb to approve the agenda with the addition of Item 14 Adjourn to Executive Discussion. **Motion carried unanimously.***

4. Presentation

a. State Auditor's Office Exit Briefing

State Auditor's Office staff Deena Garza, Christy Fazio, and Jordan Helms presented the state audit reports for the period January 1, 2020 through December 31, 2021. The report is on file in the Clerk's office.

b. Recognition of Scott Black Receiving Building Official Credentials

Building Official Scott Black was recognized for obtaining the following certifications during his first 10 months working for the City of Stanwood:

- ICC Building Official Certification
- ICC Building Code Specialist Certification
- ICC Building and Plans Examiners Certification
- ICC Residential Plans Examiner Certification.

c. Gray Goose Award to Dan Finsen by Chief Cermak

Deputy Fire Chief Dave Kraski presented the Phoenix Award to Dan Finsen for saving a life by pulling an occupant out of a burning building on Saturday, January 7th. Dan and his

family were driving by the building and noticed smoke, he stopped to investigate. He saw thick black smoke 1 ft to 2 ft off the ground and an occupant on his hands and knees 6 feet from the door. Dan rushed in to pull the occupant out of the building and returned to make sure no one else was in the building. If Dan had not stopped to investigate the fire, the occupant inside the building would have not survived.

5. Public Comments

Written comments must be provided to the Clerk by 9:00 a.m. on the day of the meeting. Verbal comments may be provided by attending the meeting in person or via Zoom. The city did not receive any written comments.

Verbal:

Cathy Wooten, Stanwood

Topic: 88th Ave Arch Project. Concerned about the cost. Citizens have been requesting a sidewalk on 80th Ave for at least 50 years.

Les Anderson, Stanwood

Topic: 88th Ave Arch project. The beautification Arch will be a fantastic addition to Stanwood. The project cost is high, but it will only continue going up. The Stanwood Commerce Alliance is also in favor of the 88th Ave Arch.

Denise and Sam Long, Stanwood

Topic: 88th Ave Arch project. Concerned about the location, seems to be too far from SR532 to draw people to downtown. Concerned about the project cost and that it won't have lights.

6. Staff / Department Reports

Police Compstat Report – January 2023

7. Council Committee Reports

- a. Community Development Committee Minutes – January 5, 2022
- b. Economic Development Board Minutes – October 21, 2022
- c. Finance Committee Meeting Minutes – January 26, 2023
- d. Parks and Trails Advisory Committee Minutes – November 21, 2022

8. Consent Agenda

- a. Approve Vouchers and Payroll Checks
- b. Approve City Council Regular Meeting Minutes – January 26, 2023
- c. Accept Commerce Grant
- d. Reappoint Planning Commissioners Eric Warnat, Cody Davis, and Melissa Toner

*Motion by Councilmember Robb, second by Councilmember Gaumond to approve the consent agenda items A through D. **Motion carried unanimously.***

9. Unfinished Business

- a. Adopt Resolution 2023-03 Storefront Improvement Program

Economic Development and Marketing Manager Sarah Cho said the feedback that staff received after having conversations with business owners, property owners, and community

members is that the City is investing funds towards the Twin City Mile, but what about the buildings themselves? Staff would like to propose that 10% of the \$100,000 budget for the Storefront Improvement Program be allocated for technical assistance services. This can include architectural design assistance, building design assistance, permitting assistance and floodplain development permit assistance. Other feedback staff received was to make the application process as easy as possible.

Council questions and comments:

- The area is larger than previously presented, why has it been extended southward towards SR532? Cho said that the boundary was extended to give more businesses and organizations an opportunity to apply for a grant.
- Applications will be submitted to city staff, then to the Economic Development Board to review, with that board only meeting every eight weeks will that cause a delay in the process. Cho said that EDB meets every 3rd Friday of each month, except August and December, so staff is anticipating getting applications processed timely. Staff is aware that some of the applications are time sensitive depending on the proposed project.
- Are non-profits eligible? Cho said the only non-eligible applicants are national franchises, residential/multifamily buildings, government occupied space, and businesses with more than 25 full-time employees.
- What is being proposed to ensure that participating businesses maintain their storefront? Cho said there are terms and conditions, e.g., lease agreements must have so many years left on their lease, and they must agree to maintain their property for 5 to 10 years.
- Who will enforce those properties are maintained? Love said the city code enforcer. Cho added that after the first year, if participants are not maintaining their property additional procedures and policies to ensure projects are long lasting can be added to the agreement.

*Motion by Councilmember Metz, second by Councilmember Bergman to adopt Resolution 2023-03 for the Storefront Improvement Program and direct staff to begin implementation of the program. **Motion carried unanimously.***

b. Authorize the Mayor to Sign a Contract with Interwest Construction for the 88th Ave Arch Project

On January 26th Council tabled this issue so they could discuss again when all councilmembers are present. Community Development Director Love discussed the high points of the project so council can deliberate on how to move forward.

Council questions and comments:

- Where exactly is the arch going? Love said it will go south of Rite Aid where the current wooden poles are that hang banners now.
- Love said the architect drawings included in the packet are conceptual drawings and are not showing the exact location.
- Since the arch is not lit it will not be visible 3 months of the year, can light be added? Love said that electrical outlets were added to the plan so during the holiday season twinkle lights can be strung. Smith added that power is there so it would be easy to add lights at any time.

- Can the welcome sign say Welcome to Historical Stanwood or Downtown Stanwood? Love said there is only so much room, but she can talk to the architect to see what other options would fit.
- Other cities have ‘thank you for visiting’ or ‘come again’ when leaving.
- Has there been a study done on return on investment? Love answered a study has not been done on the Arch project but working with our professional consultants through the Twin City Mile project and our downtown investment, shows by investing in infrastructure and investing in the city, it will bring businesses and visitors to town, it promotes safer streets, makes people more comfortable where they want to walk in your town and spurs economic development.
- Like the concept of the arch but wonder if the funds should be spent on other things, like more sidewalks or other things that the city needs.
- It is a great statement piece, a great banner holder, but the cost is very high.
- Although we need to put money into our sidewalks, we need to move forward with this arch. It is kicking off the other projects that we are planning to do with the Twin City Mile.

Smith wanted to add that Cathy Wooten mentioned the sidewalks on 80th Street, that project is 95% designed and will happen whether or not the Arch project is approved. All the sidewalks listed on the two-year budget will get built. Smith has heard several times studies are done but end up on a shelf, that’s where this design will go if not approved. It’s not lit, but it does have power so lights can be added at any time. The four bids that came in were consistent especially with regard to the cost of steel.

Motion by Councilmember Pearce, second by Councilmember Metz to authorize the Mayor to sign a contract with Interwest Construction, Inc. for the 88th Avenue Gateway Arch project in the amount of \$327,812.56 plus a \$22,187 contingency to use if needed.

Councilmember Pearce said that we have a great art community, and if the panels on the arch are left blank for now, he is certain they would be able find a quality way to fill them.

Councilmember Shepro said this was the hardest decision he has had to make in three years. He thanked fellow councilmembers for fantastic input on this issue.

Roll call of votes was taken.

<i>Councilmember Pearce</i>	<i>Yes</i>
<i>Councilmember Shepro</i>	<i>Yes</i>
<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>No</i>

Motion carried 6 yea, 1 nay.

10. Public Hearing – None

11. New Business

a. Authorize the Mayor to Sign a Lease Agreement with Stanwood Commerce Alliance

Sarah Cho discussed the annex building lease agreement with the Stanwood Commerce Alliance.

Council questions and comments:

- Who approves the lease extension, the Mayor or Council? City Attorney Thompson said that real property lease agreements are approved by council.
- How does this lease agreement compare to the one given to the Stanwood Chamber of Commerce? Cho's understanding is it's similar, none of the terms have changed. The rental rate and the utilities have not increased.
- Will the Stanwood Commerce Alliance (SCA) be open more regularly to serve visitors? SCA board member Les Anderson said that is their plan, but it takes volunteers. SCA is in its early stages, they are getting more and more members but it might take awhile to get to the point where they can have the office open on a regular basis.
- How will the 5-year lease affect the police station/annex remodel? Cho answered that SCA is aware that they may need to vacate the building for a period while the police station and annex are being remodeled.

*Motion by Councilmember Robb, second by Councilmember Pearce to sign a lease agreement with the Stanwood Commerce Alliance pending final review of the lease agreement for the use of a portion of the Annex building on 271st Street. **Motion carried unanimously.***

b. Authorize First Read Ordinance 1512 SMC Title 1 General Provisions

Community Development Director Love presented the first reading of Ordinance 1512 SMC Title 1 General Provisions. The updates have been reviewed by staff, advisory groups who are looking at our Comprehensive Plan update and Municipal Code update, Community Development Committee and Planning Commission.

Motion by Councilmember Robb, second by Councilmember Pearce to approve the first reading of Ordinance 1512 as set forth in attachment "A" amending title 1 – general provisions of the Stanwood Municipal Code, and to proceed with the second reading of the Ordinance on March 9, 2023.

*Roll call of votes was taken. **Motion carried unanimously.***

c. First Read Ordinance 1513 SMC Title 2 Personnel

Community Development Director Love presented the first reading of Ordinance 1513 SMC Title 2 Personnel which outlines governance structure of the city. It was updated to be more consistent with our existing functions and structures so chapters like fire marshal and police services have been deleted as they are either provided through contract services or by North County Regional Fire Authority.

There are two small policy issues for the council to consider in this chapter regarding the rolls and responsibilities for boards and commissions and whether the council would like to expand them at all.

Motion by Councilmember Robb, second by Councilmember Pearce to approve the first reading of Ordinance 1513 as set forth in attachment "A" amending title 2 – Personnel Provisions of the Stanwood Municipal Code, and to proceed with the second and final reading of the Ordinance on March 9, 2023.

*Roll call of votes was taken. **Motion carried unanimously.***

d. First Read Ordinance 1514 SMC Title 4 Administration

Community Development Director Love presented the first reading of Ordinance 1514 SMC Title 4 Administration which is a new title on how the city functions and does business. The majority of this title is sections moved out of titles 1, 2 and 3. Two new chapters to the code will be included in this title: Defense and Indemnification of City Officers, Employees, and Volunteers, and Ethics.

Motion by Councilmember Pearce, second by Councilmember Shepro to approve the first reading of Ordinance 1514 as set forth in attachment "A" amending title 4 – Administration of the Stanwood Municipal Code, and to proceed with the second and final reading of the Ordinance on March 9, 2023.

*Roll call of votes was taken. **Motion carried unanimously.***

12. Public Closing Comments

Les Anderson, Stanwood

Topic: 88th Ave Arch project. Appreciation of the open discussion regarding this project.

13. Executive/Legislative Reports

a. Mayor's Report

- The Mayor and City Administrator Smith made a trip to Olympia where they spent the day talking with elected officials about the need for funding the Skagit Bay Dike repair, a roundabout on SR 532 and the Twin City Mile project.
- Councilmembers should contact the committee alternate if they will not be able to attend a meeting.

b. City Administrator Report

- Kudos to David Hammond and Wendy Dowhower for a great job on the audit, also to Kevin Hushagen and the former City Engineer (Shawn Smith) since the audit was around a public works project.

c. Councilmember Reports/Questions

- Lots of quality input from boards and commission volunteers. There are several openings so let people know to apply.

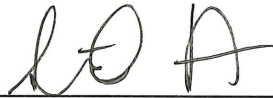
14. Recess to Executive Session

At 9:13 p.m., the Mayor, Council, City Administrator Smith, and City Attorney Nikki Thompson recessed to Executive Session for a 20-minute discussion on real estate acquisition in accordance with RCW 42.30.110 (c), no action will be taken. The Regular City Council meeting reconvened at 9:31 p.m.

15. Adjourn

There being no further business before the Council, and hearing no objection to adjournment, Mayor Roberts adjourned the meeting at 9:31 p.m.

CITY OF STANWOOD



Sid Roberts, Mayor

ATTEST:



Lisa Sokolik, City Clerk