
CITY OF SEDRO-WOOLLEY

Regular Meeting of the City Council
September 23, 2020– 4:00 P.M. – Via ZOOM

Call to Order

Mayor Julia Johnson called the meeting to order at 4:00 P.M.

Mayor Johnson noted the windy weather outside and the possibility of a power outage. IT Director Chambers reviewed the procedures for continuation with the Zoom meeting should the loss of power happen.

ROLL CALL: Present: Mayor Julia Johnson, Councilmembers: Brenda Kinzer, JoEllen Kesti, Chuck Owen, Brendan McGoffin, Karl de Jong, Jared Couch and Glenn Allen. Staff: Recorder Brue, Finance Manager Scott, City Supervisor/Finance Director Merriman, IT Director Chambers, Planning Director Coleman, Public Works Director Freiburger, Fire Chief Klinger, Police Lt. McIlraith and City Attorney Thompson.

Approval of Agenda

Councilmember Kinzer moved to approve the agenda. Seconded by Councilmember Couch. Motion carried (7-0).

Consent Calendar

- Minutes from Previous Meeting
- Finance
 - Claim Checks #193814 to #193902 plus EFT's in the amount of \$1,388,458.61
 - Payroll Checks #60160 to #60170 plus EFT's in the amount of \$319,593.13
- Grant Amendment A: CARES COVID – 19 Grant

Councilmember de Jong moved to approve the consent calendar items 1 thru 3. Councilmember McGoffin seconded. Motion carried (7-0).

Introduction of Special Guests and Presentations

Staff Reports

Fire Chief Klinger – reported the COVID numbers are promising however, the cost of PPE continues to rise. He encouraged everyone to get a flu shot and to be careful in the windy weather.

Police Lt. McIlraith – gave an update on staffing noting they have five officers currently attending the academy with another one to go shortly. Looking forward, they have a possible

retirement in December and a military deployment in March. Lt. McIlraith noted their caseload has been increasing and they are dealing with a number of mental health issues.

Public Works Director Freiburger – reported the Hwy 20 project is nearing completion, which will end the projects for this year. They will be starting to work on next year’s projects soon.

Planning Director Coleman – reported they have been busy with land use applications and the Planning Commission has finally completed the 2020 Comprehensive Plan Docket.

IT Director Chambers – reported they have been working on the exchange migration, City Scene, conversion to BIAS cloud, Wastewater server and CARES Act. He also noted the Council AV Upgrade should be complete sometime next week.

Finance Manager Scott – reported she has been working with IT on the BIAS Cloud conversion, CARES funding, automatic phone payments and the budget.

City Attorney Thompson – announced she continues to work on many items behind the scenes.

City Supervisor/Finance Director Merriman – reported on the budget process with the revenue portion being complete. He said the expense side is 75% complete and the preliminary budget is scheduled to come before Council in October. He noted he is working on updating the employee policy manual and addressed lodging tax, property tax and the CPI.

Councilmember and Mayor’s Reports

Councilmember Couch stated he had received a call from the Auditor’s for a risk assessment. He thanked Councilmember Kinzer for a productive Parks Committee meeting and extended a thank you to all the police officers, as it was recently Thank an Officer Day.

Councilmember Owen reported he will be absent for the upcoming study session. He and his wife will be celebrating their 63rd Anniversary. He also thanked Public Works Director Freiburger for taking care of an issue on Central.

Councilmember Kinzer – requested to be excused from the September 2 Study Session as she was working.

Councilmember de Jong moved to excuse Councilmember Kinzer. Seconded by Councilmember Couch. Motion carried (7-0).

Councilmember Kinzer also questioned the meeting time if it was going to remain at 4:00 P.M. She then reported on the Parks Committee meeting that included a presentation by Nathan Salseina of the city parks and a discussion of the city-owned property at 205 N. Reed as future use as a park. The conclusion of the Council was to request the property be rezoned from R7 to Park.

Planning Director Coleman reviewed the rezone process and noted it could be placed on the 2021 docket. Discussion followed regarding property zoning, conditional uses on R7 property, and inclusion in the 2020 vs. 2021 docket.

Councilmember Couch moved to add the N. Reed St. property to the 2020 zoning docket. Seconded by Councilmember Kinzer. Further discussion ensued regarding protocol and fast tracking.

Motion carried (7-0).

Councilmember McGoffin – thanked those that have donated to the Pat’s Playground fundraiser either through the Rotary Auction or the fundraising page on Facebook. He noted it would be a great project in honor of a great person.

Councilmember de Jong – commented on the current windstorm and thanked the city crews for their quick cleanup of tree limbs. He stated it was great to see the street sweeper back in action. He then addressed some code enforcement regarding a burned out home.

Councilmember Allen – thanked Finance Manager Scott and Finance Director Merriman for the financial report that is on the agenda today.

Mayor Johnson – announced a soft opening of the city on October 19, with the lobby open to the public. She did state Council meetings would continue to be held via zoom. She also reported Dr. Leibrand of the Skagit County Health Department has put out a statement discouraging door-to-door trick or treating. Mayor Johnson gave a follow up on the inquiry regarding the Sedro Woolley Downtown Association. She announced September 21 – 27 is Diaper Awareness Week.

Councilmembers questioned the status of the Main Street application and city funding committed to the Association.

Proclamation(s)

Public Comments

Mayor Johnson announced comments are accepted via mail or email and will be read into the record.

Public Hearings

2021-2022 Biennial Budget – Revenues

Mayor Johnson opened the public hearing on the 2021-2022 Budget – Revenues at 4:53 P.M. With no comments received, Mayor Johnson closed the public hearing at 4:54 P.M.

City Supervisor/Finance Director Merriman gave a presentation on the 2021-2022 Budget Revenues. Included in his review and presentation is the budget schedule with the presentation of the preliminary budget at the second public hearing on October 28. He reviewed revenue projections, economic influences, yield curve, 2020 revenues, sales tax, business and utility taxes, permit revenue, other revenues, revenues vs. expenditures and parks fund revenue. Merriman reviewed a look ahead to property tax, sales tax, utility tax, all taxes, licenses and permits, intergovernmental revenues charges for services, fines, interest and non-revenues, allocation of overhead, total revenues, enterprise funds and completed his presentation with a look at the horizon to include COVID and other impacts to sales tax trends, loss of transportation benefit district funds, development activity and cultivating grant revenues.

Unfinished Business

Review of 2021-2022 City Council Goals and Objectives

Mayor Johnson led a discussion to review the edited Council goals and objectives. No Council comments were made.

New Business

Proposed Annexation – Hanson Family Properties and Adjacent Properties to the South

Planning Director Coleman presented background information and reviewed a request for the city to accept a petition to annex several properties near city limits and requiring the city to sign petition on behalf of six additional properties adjacent to the City limits.

Councilmember McGoffin addressed a letter received by Rick Mumford, adjoining property owner.

Council discussion ensued regarding the impact of the Jones/John Liner road project, impact on waterways in the area, proposed zoning, having discussions without the Mumford's being present and sewer connection at time of development.

Patrick Hayden representing applicant, Laura Hanson noted this is the first step. The project will require urban level infrastructure and Hanson's goal is to develop the project in stages over a decade. Hayden also addressed annexation boundaries. Ms. Hanson concurred with Hayden's statements noting it is a long-term plan.

Councilmember Couch moved to continue the proposed annexation process requested by Laura Hanson and exercise the city's authority to sign an annexation petition for all nine Mumford parcels as authorized by the Agreement Regarding Annexation and ULID/LID Waiver of Protests for Development within the UGA of the City of Sedro-Woolley filed under Auditor File #200304240148. Seconded by Councilmember Owen. Motion carried (7-0).

Councilmember Couch moved that the City require the simultaneous adoption of a proposed zoning regulation. Seconded by Councilmember Owen. Motion carried (7-0).

Councilmember McGoffin moved that the City require the assumption of all or any portion of existing city indebtedness by the area to be annexed. Councilmember Owen seconded. Motion carried (7-0).

Councilmember Couch made a motion to authorize the mayor to have signatory power on any annexation petition for the parcels subject the Agreement Regarding Annexation and ULID/LID Waiver of Protests for Development within the UGA of the City of Sedro-Woolley filed under Auditor File #200304240148. Councilmember Allen seconded. Motion carried (7-0).

Councilmember de Jong moved to extend the meeting in order to move into Executive Session for the purpose of discussion of real estate under RCW 42.30.110(1) (b). Seconded by Councilmember Couch. Motion carried (7-0).

Information Only Items

Library Project Cost Summary
SWDA Update

Executive Session

Mayor Johnson adjourned the meeting to executive session at 6:04 P.M. for 20 minutes for the purpose of discussion of the selection of a site or the acquisition of real estate by lease or by purchase where public knowledge regarding such consideration could cause a likeliness of increased price as stated by RCW 42.30.110(1) (b).

The meeting reconvened at 6:21 P.M.

Good of the Order

Councilmember de Jong wished Councilmember Owen a Happy Anniversary and a Happy Birthday for the good of the order.

Adjournment

Mayor Johnson announced the next meeting will be a Joint Council/Planning Commission worksession on October 7 and adjourned the meeting at 6:21 P.M.