

City of Stanwood



City Council Packet

Stanwood City Council Regular Meeting

Monday, November 25, 2024



AGENDA
CITY COUNCIL REGULAR MEETING
MONDAY, November 25, 2024 | 7:00 p.m.

NOTE: NEW LOCATION

North County Regional Fire Authority – Station 99
8117 267th St NW, Stanwood, WA 98292

Members of the public may attend Stanwood City Council meetings in-person or via Zoom. The Zoom link is posted on the City's website calendar <https://www.stanwoodwa.org>

- 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. APPROVAL OF THE AGENDA**
- 4. PRESENTATIONS**
- 5. PUBLIC COMMENTS**
 - Verbal comments may be provided in-person.
 - Written comments must be provided to the Clerk by 12:00 p.m. the day of the meeting via this link: <https://stanwoodwa.org/FormCenter/City-Clerk-5/City-Council-Meeting-Remote-Public-Comme-61>
 - Remote (online or phone-in) comments can be received by reasonable accommodation only. Any requests for reasonable accommodation for remote participation, must be sent in writing to the City Clerk at cityclerk@stanwood.wa.us by 12:00 p.m. the day of the meeting.
- 6. STAFF / DEPARTMENT REPORTS**
- 7. COUNCIL COMMITTEE REPORTS**
 - a. Community Development Committee Meeting Minutes – Nov. 7, 2024 **7.1**
 - b. Economic Development Board Meeting Minutes – September 20, 2024 **7.3**
 - c. Planning Commission Meeting Minutes – October 14, 2024 **7.7**
 - d. Public Safety Committee Meeting Minutes – November 14, 2024 **7.13**
- 8. CONSENT AGENDA**
 - a. Approve Vouchers and Payroll Checks **8.1**
 - b. Approve City Council Regular Meeting Minutes – November 14, 2024 **8.7**
 - c. Approve Reappointment of Economic Development Board Members **8.11**
Paul Brar, Teresa LaFleur, and Dustin Dekle
 - d. Approve Reappointment of Planning Commissioners Patrick Hosterman, **8.13**
Gabrielle Braley, and Jeff Wheatley
- 9. UNFINISHED BUSINESS**
 - a. Approve Flock Camera System **9.1**
 - b. Approve Second Reading and Adopt Resolution 2024-14 Capital **9.27**
Improvement Plan 2025-2030
 - c. Approve Second Reading and Adopt Ordinance 1541 SMC Chapter 12 **9.41**
Utility Rate Adjustment
- 10. PUBLIC HEARING**
 - Final 2025-2026 Biennial Budget **10.1**
 - i. Open the Public Hearing
 - ii. Approve Second Reading and Adoption of Ordinance 1540 2025-2026
Biennial Budget
- 11. NEW BUSINESS**
 - Approve First Reading of Ordinance 1544 Dangerous Dog Code Amendment **11.1**
- 12. PUBLIC CLOSING COMMENTS**
- 13. EXECUTIVE/LEGISLATIVE REPORTS**
 - a. Mayor's Report
 - b. City Administrator's Report
 - c. Councilmember's Reports/Questions
- 14. RECESS TO EXECUTIVE SESSION**
- 15. ADJOURN**

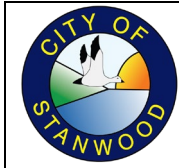


**CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT**

ITEM NUMBER: 7a
DATE: November 25, 2024
SUBJECT: Community Development Committee Meeting Minutes
CONTACT PERSON: Patricia Love, Community Development Director
ATTACHMENTS: A – November 7, 2024, Meeting Minutes

SUMMARY STATEMENT:

Minutes from the November 7, 2024, Community Development Committee Meeting are attached to this staff report for approval as presented.



Community Development Committee
Meeting Minutes
Thursday, November 7, 2024 | 5:00 pm

Council Members Present: Steve Shepro, Dani Gaumond, Andreena Bergman

Staff Present: Patricia Love, Audrey Rotrock, Tansy Schroeder

Others Present: N/A

Steve Shepro called the meeting to order at 5:04 p.m.

1. Brick Road Design Review – Open House Comment Summary

Council members would like staff to look further into the two options listed below. They would like to see mock-ups of a combination of the two designs. Re-pave areas that were previously patched with stamped concrete to match existing brick.

- a. **Option 3:** Preserve and identify portions of the brick that can be saved and patch the remaining street improvements.
- b. **Option 4:** Leave the existing brick in place and widen the sidewalk on the south side of the road, which will replace the majority of the failing roadway that is within the concrete patch sections. Repair / replace the small remainder of the failing concrete patches.

2. Permitted Use and Bulk Standards Matrix Preliminary Discussion

Staff asked the Council members to think about what they see as hot button issues with the permitted uses and how they may be improved. Council members also asked for some photos or diagrams to help understand the standards better.

3. Potential Readerboard Sign Project

The Committee discussed what types of topics to advertise such as events, council meetings, traffic messages, high school plays. The Committee supports moving forward with the sign project. Staff will bring back more options and policy language for Committee review.

Adjourn: 6:32 pm





CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 7b

DATE: November 25, 2024

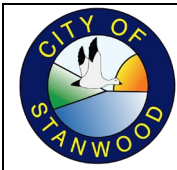
SUBJECT: Economic Development Board Meeting Minutes

CONTACT PERSON: Niki Strachila, Communications and Marketing Specialist

ATTACHMENTS: A – September 20, 2024, Meeting Minutes

SUMMARY STATEMENT

Minutes from the September 20, 2024, Economic Development Board meeting are attached to this staff report for approval as presented. These minutes were approved at the November 15, 2024, Economic Development Board Meeting.



Economic Development Board Minutes Meeting Minutes Friday, September 20, 2024 | 7:30 am

Economic Development Board Members Present: Camrie Ingram, Dave Pelletier, Dustin Dekle, Kristine Birkenkopf, Paul Brar, Randy Heagle, Teresa LaFleur (attended online)

Staff Present: Niki Strachila, Patricia Love

Others Present: None

Niki Strachila called the meeting to order at 7:30 a.m.

1. Receive the Minutes of the June 21, 2024 Meeting

The minutes were approved unanimously.

2. Equipment Rentals

The Board is supportive of equipment rentals. Staff will investigate insurance requirements and possibly requiring a security deposit for potential equipment damage.

3. Rules of Procedure

In 2025, for the EDB, staff will begin quarterly business round-tables and hosting speakers from local businesses and other cities in lieu of going to bi-monthly meetings. The goal being to help network and build partnerships. Some ideas included talking to the creators of Bellingham Trackside, reaching out to the City of Arlington to learn about their business dynamics and programs, and inviting the Stanwood Camano Arts Advocacy Commission (SCAAC) to discuss the potential for an Arts District.

4. 2025/2026 Workplan and Budget

Staff will bring a finalized workplan to the Board in January 2025. Some budget items may include an arts or historic district with an integration with technology, and bringing back third-party large events. The Board would also like to see an audit of current community events to determine what the City can do to draw more tourism with incentives such as tax breaks or a "profit masters" education program for business owners.

5. Downtown Beautification

The Board supports the concepts provided. There is some concern that speeding traffic moves 102nd could make it dangerous to cross that intersection. It may be worth adding "traffic calming" concepts to this area.

6. Business License Analytics

Staff presented business license activity from June through August 2024.



Economic Development Board Minutes Meeting Minutes Friday, September 20, 2024 | 7:30 am

7. Raplee Property

The next step for this project is to determine the level of soil and groundwater contamination as there are still underground tanks from the property's former use as a service station. If the contamination isn't too costly to remediate, the city may consider purchasing the property and remediating it. This property serves as a gateway to the west end.

8. Roundtable Discussion

The Board asked staff to provide an update on what is going to be developed near Grocery Outlet where preloading is currently underway.

9. EDB Next Meeting, tentatively scheduled for October 18, 2024

Adjourn: 9:00 am



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CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 7c
DATE: November 25.2024
SUBJECT: Planning Commission Meeting Minutes
CONTACT PERSON: Tansy Schroeder, Senior Planner
ATTACHMENTS: A – October 14, 2024, Meeting Minutes

SUMMARY STATEMENT

Minutes from the October 14, 2024, Planning Commission Meeting are attached to this staff report for approval as presented. These minutes were approved at the November 18, 2024, Planning Commission Meeting.



Planning Commission
Meeting Minutes
Monday, October 14, 2024 – 6:30 pm

Call to Order: 6:30 pm

Roll Call

Commissioners Present:

Eric Warnat, Commissioner (online)
Kathy Moe, Commissioner
Cody Davis, Commission Vice-Chair
Gabrielle Braley, Commissioner
Jeff Wheatley, Commissioner

Staff Present:

Patricia Love, Community Development Director
Audrey Rotrock, Associate Planner

Absent: Melissa Toner, Commissioner; Patrick Hosterman, Commission Chair

Also known to be present: Community Members: Ronald Smith, Brian Romano, Carol Frey, Kevin Flynn. Developers: Larry Calvin, Albert Torrico

Public Requests and Comments: None

Approval of Minutes:

The minutes from the September 9, 2024 Planning Commission meeting were unanimously approved.

New Business:

Public Meeting: 24-0104 Josephine Preliminary Plat

Pursuant to Stanwood Municipal Code (SMC) 17.80.310, Type III permits are required to hold a public meeting with the City of Stanwood Planning Commission. The purpose of a public meeting is to provide the public with the opportunity to learn about a project and to ask questions in order to gain a better understanding of a project. Meetings are not as formal as a hearing, do not require public testimony, and are not required to be recorded.

Sage Homes NW LLC, the applicant, is proposing to construct an 89-lot subdivision consisting of 73 single-family residences, 8 duplex lots, and 8 townhome lots for a total of 97 units. The project is located northeast of 68th Avenue NW and 284th Street NW intersection on one Traditional Neighborhood zoned parcel approximately 16.87 acres (735,061 square feet) in size. Vehicular access to the site will be from 68th Avenue NW and 284th Street NW. The proposed community will include open space tracts, storm water management, and street and landscaping improvements.

Commissioner Questions & Comments

- Consider adding a walking trail or path throughout the neighborhood in addition to the active opens space (for basketball or pickleball for example). Try to connect those trails to trails in nearby neighborhoods.
- Create open space that is more park-like instead of a field with a picnic table.
- Will there be multi-family units/apartments? No, the property is too far from the more urban areas for multi-family units.



Planning Commission Meeting Minutes Monday, October 14, 2024 – 6:30 pm

- What is the price range of the units? \$600k - \$750k for the SFR's and lower for the townhomes and duplexes. It will also depend on the market at the time of sale.
- What is the square footage of the units? Townhomes and duplexes will be around 1,499 square feet and the SFR's will be around 2,300 – 2,600 square feet.
- What are the setbacks for the neighborhood? The front setbacks will be 0 ft, rear setback will be 25 ft, and the side setbacks for townhomes is 0 ft for interior units and 10 ft for end units. Side setbacks for SFR's 5 ft.
- What are the street widths for the neighborhood? Streets will be a minimum of 26 ft wide plus 8 ft for parking on one side.
- What are the lot area sizes? The minimum lot size for SFR's in the TN zone is 5000 square feet. Lot areas for townhomes are calculated differently.
- Will there be a fence around the perimeter of the development? There will be fencing along the north and east sides of the development.
- How will Native Growth Protection Areas (NGPA's) be monitored? The closing documents will specify how the NGPA's will be monitored, and later the Homeowners Association will take over.

Public Questions & Comments

- There are wetlands, an eagle's nest, and an aquifer on or abutting this property. Do your due diligence to protect these natural features.

Critical Areas Code

The City initiated the Municipal Code Update project in 2022 to modernize the code reflecting best practices with respect to content and administration of the code. The update is intended to be user friendly for staff, property owners and developers by 1) removing legalese and jargon unfamiliar to the lay person, 2) improving clarity and overall functionality, and 3) reflect regulatory best practices. The amendments will also be consistent with current case, state and federal laws.

As part of the Municipal Code Update, the City has elected to create a Unified Development Code (UDC) that merges Title 16, Subdivisions, and Title 17, Zoning, into a single Title. A UDC is a comprehensive set of regulations or standards that govern land use, zoning, and development within a single Municipal Code Title. The Critical Area Regulations will be updated and integrated in the new UDC.

Updates to the Critical Area Regulations include:

- Reorganizing and renumbering the existing critical areas regulations to new chapters and aligning them with state guidance based on Best Available Science.
- Duplicative sections were streamlined, definitions updated, and provisions made more consistent with Best Available Science and state regulations.
- Wetland regulations (SMC 18.802) and stream buffers (SMC 18.804) have been revised to align with Washington State Department of Ecology guidance, including buffer updates based on site-potential tree height (SPTH).
- The geologically hazardous areas chapter (SMC 18.806) incorporates definitions consistent with RCW and WAC.
- Floodplain management is renamed "Frequently Flooded Areas" (SMC 18.810) with added protections for HVAC systems.



Planning Commission Meeting Minutes Monday, October 14, 2024 – 6:30 pm

- New cultural resources provisions were added based on state recommendations.

Commissioner Questions & Comments

- How are homeowners prevented from using prohibited chemicals near the Aquifer Recharge Area? The types of prohibited hazardous materials are not generally sold for residential use. Any business that might use those hazardous materials would not likely be allowed in residential zones.
- There is no local register of historical houses in Stanwood. How would Stanwood get registered? There are multiple conditions that a historical home would have to qualify for. It would come down to each individual homes and their qualifying conditions in order to be on a register.
- The brick roads in town have important historical significance.
- The Commission supports moving the Critical Areas code forward.

Old Business

Public Hearing – Title 18, Unified Development Code

This code amendment merges Title 17, Zoning with Title 16, Subdivisions into a new Title 18 to be referred as the Unified Development Code. A UDC combines traditional zoning codes with subdivision, design standards, utility and engineering regulations into a single document to provide a comprehensive set of development standards and to avoid overlapping regulations.

The ordinance provides the outline for the new Title 18, which divides the Title into the following eight (8) logical groupings:

- Part 1: General Provisions
- Part 2: Applications
- Part 3: Permits
- Part 4: Land Divisions
- Part 5: Zoning and Uses
- Part 6: Specific Use Standards
- Part 7: Development & Design Standards
- Part 8: Environmental

UDC Project Goals:

The City Council adopted the following goals and action items to guide the adoption of Title 18 Unified Development Code Update. A checklist, so to speak, for the factors that will be used to evaluate whether the completed project is successful, on track, and consistent with the original objectives. These goals will be revisited over the life of the project and used to maintain focus over the coming months of revisions, drafts, review, and ultimately approval of the update code.

- Goal 1: Comprehensively update and modernize the Zoning Code with respect to content and administration of the code.
- Goal 2: Improve the development review process for applicants and staff.
- Goal 3: Promote development patterns consistent with the Comprehensive Plan and the 20-year growth projections.
- Goal 4: Evaluate and amend the Code to eliminate contradictions and remove barriers to development.



Planning Commission Meeting Minutes Monday, October 14, 2024 – 6:30 pm

- Goal 5: Adopt design guidelines and site planning standards to achieve the desired community vision as described in the Comprehensive Plan.
- Goal 6: Update Shoreline Management Plan (SMP) policies and regulations.
- Goal 7: Consider the best approach to integrate the 2023 state law requirements into the Municipal Code while ensuring consistency with the Comprehensive Plan.

Commissioner Questions & Comments

- Are there flow charts included in permit applications to show the steps involved in each permit type? No, but they can be added.
- Can applicants apply online? Yes, Stanwood has an online permitting portal.
- The commissioners are satisfied with the findings and support continuing the Public Hearing at the next Planning Commission on Monday, November 18, 2024.

Public Questions & Comments

- None

Miscellaneous Business:

- The November Planning Commission meeting will be held on Monday, November 18, 2024, instead of November 11, 2024. November 11th is Veterans Day.
- The December Planning Commission meeting is canceled for the holiday season.

Recent Council Action on Commission Items:

- City Council approval of the 2024-2044 Comprehensive Plan

Upcoming Items:

- Subdivisions.

Adjourn: 8:15 pm

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CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 7d
DATE: November 25, 2024
SUBJECT: Public Safety Committee Meeting Minutes
CONTACT PERSON: Jason Toner, Police Chief
ATTACHMENTS: A – Safety Committee Meeting Minutes 11/14/2024

SUMMARY STATEMENT

The minutes of the November 14, 2024, Public Safety Committee Meeting are attached to this staff report for approval as presented.



STANWOOD

PUBLIC SAFETY COMMITTEE

Meeting Minutes 11/14/2024

LOCATION: School Admin Bldg., 26920 Pioneer Hwy, Stanwood WA

ATTENDANCE:

- City Council Members – Tim Schmitt, Marcus Metz, and Robert Hicks
- Stanwood Police – Chief Jason Toner
- North County Regional Fire – Chief John Cermak

CALLED TO ORDER: Meeting Called to Order at 6:00 pm

DISCUSSION:

Chief Cermak discussed the open Administrative Chief position and that it was held open until the civil service job description was updated. Also, the Chief spoke about the current contract negotiations with the firefighter's union.

Chief Cermak answered questions on North County's help with out of state wildfires, mutual aid with neighboring fire departments, and how fire departments are dealing with electric car fires.

Chief Cermak said they will be seeking a Levy Lid lift in August 2025.

Chief Toner discussed the success of the newly installed cameras at Church Creek Park and how they have been successful in identify those responsible for damage at the park. Also discussed that collision and auto thefts were on the rise.

Chief Toner stated that the police department has received the training materials and cards from Blue Bridge Alliance and the cards will be issued to officers this month.

Additionally, Chief Toner explained the need for a new drone and splitting the cost with public works.

Adjourn: Meeting Adjourned at 6:51



**CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT**

ITEM NUMBER: 8a

DATE: November 25, 2024

SUBJECT: Approval of Voucher and Payroll Checks

CONTACT PERSON: Amy Bergemeier, Accounting Specialist

ATTACHMENTS: A - Voucher Check Detail

SUMMARY STATEMENT

Approve issuance of Washington Federal Bank voucher checks 39003 through 39039 and electronic fund transfers in the amount of \$471,832.19 Approve issuance of Washington Federal payroll electronic fund transfers in the amount of \$385,785.44.

RECOMMENDED MOTION

MOTION TO APPROVE ISSUANCE OF WASHINGTON FEDERAL BANK VOUCHER CHECKS 39003 THROUGH 39039 AND ELECTRONIC FUND TRANSFERS IN THE AMOUNT OF \$471,832.19 AND ISSUANCE OF WASHINGTON FEDERAL PAYROLL ELECTRONIC FUND TRANSFERS IN THE AMOUNT OF 385,785.44.

CHECK REGISTER

City Of Stanwood

Time: 10:50:36 Date: 11/19/2024

11/06/2024 To: 11/19/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5526	11/08/2024	Payroll	3	EFT		4,507.44	October 2024 Payroll
5527	11/08/2024	Payroll	3	EFT		5,172.49	October 2024 Payroll
5528	11/08/2024	Payroll	3	EFT		6,022.94	October 2024 Payroll
5529	11/08/2024	Payroll	3	EFT		2,981.09	October 2024 Payroll
5530	11/08/2024	Payroll	3	EFT		3,018.54	October 2024 Payroll
5531	11/08/2024	Payroll	3	EFT		526.67	October 2024 Payroll
5532	11/08/2024	Payroll	3	EFT		3,996.32	October 2024 Payroll
5533	11/08/2024	Payroll	3	EFT		5,126.81	October 2024 Payroll
5534	11/08/2024	Payroll	3	EFT		8,093.50	October 2024 Payroll
5535	11/08/2024	Payroll	3	EFT		4,725.05	October 2024 Payroll
5536	11/08/2024	Payroll	3	EFT		2,713.72	October 2024 Payroll
5537	11/08/2024	Payroll	3	EFT		4,026.69	October 2024 Payroll
5538	11/08/2024	Payroll	3	EFT		4,245.99	October 2024 Payroll
5539	11/08/2024	Payroll	3	EFT		546.77	October 2024 Payroll
5540	11/08/2024	Payroll	3	EFT		4,964.66	October 2024 Payroll
5541	11/08/2024	Payroll	3	EFT		3,950.79	October 2024 Payroll
5542	11/08/2024	Payroll	3	EFT		550.15	October 2024 Payroll
5543	11/08/2024	Payroll	3	EFT		7,876.42	October 2024 Payroll
5544	11/08/2024	Payroll	3	EFT		6,222.73	October 2024 Payroll
5545	11/08/2024	Payroll	3	EFT		3,078.39	October 2024 Payroll
5546	11/08/2024	Payroll	3	EFT			October 2024 Payroll
5547	11/08/2024	Payroll	3	EFT		6,460.78	October 2024 Payroll
5548	11/08/2024	Payroll	3	EFT		6,993.21	October 2024 Payroll
5549	11/08/2024	Payroll	3	EFT		4,488.78	October 2024 Payroll
5550	11/08/2024	Payroll	3	EFT		546.77	October 2024 Payroll
5551	11/08/2024	Payroll	3	EFT		7,094.96	October 2024 Payroll
5552	11/08/2024	Payroll	3	EFT		5,278.98	October 2024 Payroll
5553	11/08/2024	Payroll	3	EFT		496.77	October 2024 Payroll
5554	11/08/2024	Payroll	3	EFT		2,593.97	October 2024 Payroll
5555	11/08/2024	Payroll	3	EFT		3,169.32	October 2024 Payroll
5556	11/08/2024	Payroll	3	EFT		2,891.65	October 2024 Payroll
5557	11/08/2024	Payroll	3	EFT		2,660.24	October 2024 Payroll
5558	11/08/2024	Payroll	3	EFT		4,515.65	October 2024 Payroll
5559	11/08/2024	Payroll	3	EFT		546.96	October 2024 Payroll
5560	11/08/2024	Payroll	3	EFT		3,219.53	October 2024 Payroll
5561	11/08/2024	Payroll	3	EFT		4,789.64	October 2024 Payroll
5562	11/08/2024	Payroll	3	EFT		546.77	October 2024 Payroll
5563	11/08/2024	Payroll	3	EFT		5,307.68	October 2024 Payroll
5564	11/08/2024	Payroll	3	EFT		4,610.23	October 2024 Payroll
5565	11/08/2024	Payroll	3	EFT		5,964.69	October 2024 Payroll
5566	11/08/2024	Payroll	3	EFT		4,557.13	October 2024 Payroll
5567	11/08/2024	Payroll	3	EFT		2,896.86	October 2024 Payroll
5568	11/08/2024	Payroll	3	EFT		6,968.92	October 2024 Payroll
5569	11/08/2024	Payroll	3	EFT		4,998.66	October 2024 Payroll
5581	11/08/2024	Payroll	3	EFT	AFLAC	259.87	Pay Cycle(s) 11/08/2024 To 11/08/2024 - AFLAC, Pre-Tax; Pay Cycle(s) 11/08/2024 To 11/08/2024 - AFLAC, Post-Tax
5582	11/08/2024	Payroll	3	EFT	AWC Employee Benefit Trust	27,750.31	Pay Cycle(s) 11/08/2024 To 11/08/2024 - AWC - Health First 250; Pay Cycle(s) 11/08/2024 To 11/08/2024 - AWC- Dental J; Pay Cycle(s) 11/08/2024 To 11/08/2024 - AWC - Vision; Pay Cycle(s) 11/08/2024 To;
5583	11/08/2024	Payroll	3	EFT	Colonial Life Insurance	66.75	Pay Cycle(s) 11/08/2024 To 11/08/2024 - Colonial Life Ins

CHECK REGISTER

City Of Stanwood

Time: 10:50:36 Date: 11/19/2024

11/06/2024 To: 11/19/2024

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5584	11/08/2024	Payroll	3	EFT	Great-West Life & Annuity	4,920.00	Pay Cycle(s) 11/08/2024 To 11/08/2024 - 457 - Empower (Mass Mutual); Pay Cycle(s) 11/08/2024 To 11/08/2024 - Roth 457(b)Empower(MassMutual)
5585	11/08/2024	Payroll	3	EFT	HSA Bank	695.50	Pay Cycle(s) 11/08/2024 To 11/08/2024 - HSA Contributions ER; Pay Cycle(s) 11/08/2024 To 11/08/2024 - HSA Contr EE
5586	11/08/2024	Payroll	3	EFT	Internal Revenue Service (941)	79,655.02	941 Deposit for Pay Cycle(s) 11/08/2024 - 11/08/2024
5587	11/08/2024	Payroll	3	EFT	Legal Shield	63.85	Pay Cycle(s) 11/08/2024 To 11/08/2024 - Legal Shield
5588	11/08/2024	Payroll	3	EFT	Mission Square Retirement	3,109.14	Pay Cycle(s) 11/08/2024 To 11/08/2024 - 457 - Mission Square Ret(ICMA)
5589	11/08/2024	Payroll	3	EFT	Navia Benefits	460.00	Pay Cycle(s) 11/08/2024 To 11/08/2024 - Navia Limited FSA
5590	11/08/2024	Payroll	3	EFT	Western Conference of Teamsters Pension Trust	2,717.45	Pay Cycle(s) 11/08/2024 To 11/08/2024 - WCTPP Contributions
5591	11/08/2024	Payroll	3	EFT	Teamsters Union Local 231	1,905.00	Pay Cycle(s) 11/08/2024 To 11/08/2024 - Teamsters Dues
5592	11/08/2024	Payroll	3	EFT	WA St Department Of Retirement Systems	52,175.04	Pay Cycle(s) 11/08/2024 To 11/08/2024 - PERS2; Pay Cycle(s) 11/08/2024 To 11/08/2024 - PERS 3; Pay Cycle(s) 11/08/2024 To 11/08/2024 - 457 - DRS (DCP); Pay Cycle(s) 11/08/2024 To 11/08/2024 - Roth 457
5593	11/08/2024	Payroll	3	EFT	Washington Teamsters Welfare Trust	38,062.20	Pay Cycle(s) 11/08/2024 To 11/08/2024 - Teamsters Dental; Pay Cycle(s) 11/08/2024 To 11/08/2024 - Teamsters Medical
5646	11/14/2024	Claims	3	EFT	Advantage Building Services	1,618.21	City of Stanwood
5647	11/14/2024	Claims	3	EFT	Bowman Consulting Group, Ltd	10,530.00	City of Stanwood
5648	11/14/2024	Claims	3	EFT	Databar Inc.	1,012.77	8952
5649	11/14/2024	Claims	3	EFT	Edge Analytical, Inc	2,836.00	STA23
5650	11/14/2024	Claims	3	EFT	Edge Analytical, Inc	50.00	STA01
5651	11/14/2024	Claims	3	EFT	Lithtex NW Printing Solutions	152.32	City of Stanwood
5652	11/14/2024	Claims	3	EFT	Lithtex NW Printing Solutions	2,776.24	CIOST001L
5653	11/14/2024	Claims	3	EFT	Meyer Sign Company Inc	792.06	City of Stanwood
5654	11/14/2024	Claims	3	EFT	Perteet Inc.	1,930.00	City of Stanwood
5655	11/14/2024	Claims	3	EFT	Perteet Inc.	59,521.31	City of Stanwood
5656	11/14/2024	Claims	3	EFT	Strategies 360 Inc	2,000.00	City of Stanwood
5657	11/14/2024	Claims	3	EFT	Thompson Guildner & Associates Inc. P.S.	3,199.20	City of Stanwood
5658	11/14/2024	Claims	3	EFT	Transpogroup Inc	6,981.25	City of Stanwood
5659	11/14/2024	Claims	3	EFT	Vestis	52.68	792106997
5660	11/14/2024	Claims	3	EFT	Vestis	52.68	937963000
5712	11/08/2024	Claims	3	EFT	Navia Benefits	100.00	oct monthly fees
5769	11/19/2024	Claims	3	EFT	Konnerup Construction Inc	291,524.38	City of Stanwood
5661	11/14/2024	Claims	3	39003	APWA- (American Public Works Assoc.)	263.00	City of Stanwood
5662	11/14/2024	Claims	3	39004	Allied Roofing Installation Services, LL	17,785.30	City of Stanwood

CHECK REGISTER

City Of Stanwood

Time: 10:50:36 Date: 11/19/2024

11/06/2024 To: 11/19/2024

Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5663	11/14/2024	Claims	3	39005	Builders Exchange of Washington Inc	32.10	2292
5664	11/14/2024	Claims	3	39006	The Crab Cracker	478.00	City of Stanwood
5665	11/14/2024	Claims	3	39007	Devil Dog Installations LLC	579.92	City of Stanwood
5666	11/14/2024	Claims	3	39008	Excavation West Inc.		incorrect
5667	11/14/2024	Claims	3	39009	KPG psomas	6,181.41	9STA010100; 9STA010100
5668	11/14/2024	Claims	3	39010	Lenz Enterprises, Inc.	33.85	City of Stanwood
5669	11/14/2024	Claims	3	39011	Monarch Tree Services	6,458.54	44695
5670	11/14/2024	Claims	3	39012	National Barricade Co LLC	596.23	City of Stanwood; City of Stanwood
5671	11/14/2024	Claims	3	39013	O'Reilly Auto Parts	27.96	1872464
5672	11/14/2024	Claims	3	39014	ODP Business Solutions, LLC	593.37	36274097; 36274097; 36274097; 36274097; 36274097; 36274097
5673	11/14/2024	Claims	3	39015	PUD Of Snohomish County *	6,973.24	200128742; 200738672; 200142180; 200103539
5674	11/14/2024	Claims	3	39016	Pacific Facility Solutions, Inc	4,459.44	City of Stanwood
5675	11/14/2024	Claims	3	39017	Pitney Bowes Inc- Global Financial Svc	240.88	0013214658
5676	11/14/2024	Claims	3	39018	Pitney Bowes Inc- Purchase Power	300.00	8000-9090-0519-5677
5677	11/14/2024	Claims	3	39019	Puget Tech LLC	894.00	City of Stanwood
5678	11/14/2024	Claims	3	39020	Refund-Corsmo Construction	500.00	Refund- Corsmo Construction Applicant charged for wrong meter size
5679	11/14/2024	Claims	3	39021	Ricoh USA, Inc-Maint	270.70	4250811; 4250811
5680	11/14/2024	Claims	3	39022	Ricoh USA, Inc.	452.46	1316669-3800327
5681	11/14/2024	Claims	3	39023	Safeway	34.41	191483
5682	11/14/2024	Claims	3	39024	Skagit Farmers Supply	102.13	135052; 135052
5683	11/14/2024	Claims	3	39025	Skagit Valley Publishing	132.99	48893
5684	11/14/2024	Claims	3	39026	Sno Co Human Services Dept *	632.00	HSALC021
5685	11/14/2024	Claims	3	39027	Sno Co Information Services *	12,533.85	DIS1107
5686	11/14/2024	Claims	3	39028	Sno Co Prosecuting Attorney *	1,408.07	City of Stanwood
5687	11/14/2024	Claims	3	39029	Snohomish County 911	8,553.31	City of Stanwood
5688	11/14/2024	Claims	3	39030	Stanwood Ace Hardware #14901	699.65	20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013
5689	11/14/2024	Claims	3	39031	Stanwood City Utility	744.97	4916; 2416; 1675
5690	11/14/2024	Claims	3	39032	US Bank Na Custody/ Treas Div- Money Ctr	75.00	XXXXXX717
5691	11/14/2024	Claims	3	39033	USA Bluebook	1,869.46	478228; 478228; 478228; 478228; 478228; 478228
5692	11/14/2024	Claims	3	39034	Utilities Underground Loc	96.36	134200
5693	11/14/2024	Claims	3	39035	Verizon Wireless	3,663.38	372541731-00001; 742373248-00001
5694	11/14/2024	Claims	3	39036	West Coast Code Consultants, Inc.	2,125.98	City of Stanwood
5695	11/14/2024	Claims	3	39037	World Kinect Energy Services	4,746.91	AP0100494
5696	11/14/2024	Claims	3	39038	Ziply Fiber	1,551.28	206-188-0411-053105-5; 360-629-4907-072497-5
5770	11/19/2024	Claims	3	39039	Stanwood City Utility	612.94	1674; 1348; 1332; 1328
001 General Fund						230,440.77	
101 Street Fund						33,674.52	
103 Street Construction Fund						204,856.54	
104 Park And Trail Improvement Fund						17,785.30	
115 Tourism And Promotion						2,896.30	
401 Sewer Fund						99,193.95	
403 Sewer Construction Fund						4,349.40	
410 Drainage Fund						25,025.24	
411 Drainage Construction Fund						2,421.90	
421 Water Fund						78,695.89	

CHECK REGISTER

City Of Stanwood

Time: 10:50:36 Date: 11/19/2024

11/06/2024 To: 11/19/2024

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		422 Water Construction Fund				158,277.82	
							Claims: 471,832.19
		* Transaction Has Mixed Revenue And Expense Accounts				857,617.63	Payroll: 385,785.44

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the City of Stanwood, and that I am authorized to authenticate and certify to said claim.

() Finance Director () Auditing Officer Wendy Dowhower Date: 11-19-2024
(x) Deputy Finance Director

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CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 8b
DATE: November 25, 2024
SUBJECT: City Council Meeting Minutes – November 14, 2024
CONTACT PERSON: Lisa Sokolik, City Clerk
ATTACHMENTS: A – Council Meeting Minutes

SUMMARY STATEMENT

The City Council meeting minutes for November 14, 2024, is attached to this staff report for Council's approval.

RECOMMENDED MOTION

"I MOVE TO APPROVE THE NOVEMBER 14, 2024, CITY COUNCIL MEETING MINUTES AS PRESENTED".

CITY OF STANWOOD
Regular Meeting of the City Council
November 14, 2024 | 7:00 p.m.

MINUTES

1. Call to Order and Pledge of Allegiance

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

2. Roll Call

City Clerk Lisa Sokolik called the roll with the following Councilmembers Present: Marcus Metz, Darren Robb, Robert Hicks, Andreena Bergman, and Tim Schmitt. Councilmember Steve Shepro attended the meeting via Zoom. The meeting was quorate.

*Motion by Councilmember Bergman, second by Councilmember Metz, to excuse Councilmember Dani Gaumond. **Motion carried unanimously.***

Also present: City Administrator Shawn Smith, Finance Director David Hammond, Community Development Director Patricia Love, Public Works Director Kevin Hushagen, City Engineer Alan Lytton, Finance Analyst Tim Niebruegge, City Attorney Nikki Thompson, Police Chief Jason Toner, Fire Chief John Cermak, and City Clerk Lisa Sokolik. Utility Supervisor Leigh Danielson attended via Zoom.

3. Approval of the Agenda

Mayor Roberts requested to have item 4 Lincoln Hill High School Presentation removed from the agenda.

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

4. Presentations

No presentations

5. Public Comment

<u>Name</u>	<u>City</u>	<u>Topic</u>
Joe Wiederhold	Stanwood	Requesting code enforcement of inoperable vehicles on private property.

6. Staff / Department Report

Police Compstat Report – October

7. Council Committee Reports

- a. Parks and Trails Advisory Committee Meeting Minutes – August 19, 2024
- b. Public Works Committee Meeting Minutes – November 4, 2024

8. Consent Agenda

- a. Approve Vouchers and Payroll Checks

- b. Approve City Council Regular Meeting Minutes – October 24, 2024
- c. Authorize Participation in Drone Purchase

Motion by Councilmember Metz, second by Councilmember Hicks to approve consent agenda items A. approval of vouchers and payroll checks, B. approve City Council Regular meeting minutes for October 24, 2024, and C. authorize participation in drone purchase. Motion carried unanimously.

9. Unfinished Business

Approve Second Reading and Adopt Ordinance 1539 2025 Property Tax Levy

Motion by Councilmember Robb, second by Councilmember Hicks to approve the second reading and adoption of Ordinance 1539 Levying Taxes upon all property subject to taxation within the corporate limits of the City of Stanwood, Washington for 2025, with one percent levy increase from 2024. Motion carried unanimously with 5 yeas (Metz, Robb, Hicks, Shepro and Schmitt) and 1 nae (Bergman).

10. Public Hearing

- a. First Reading of Resolution 2024-14 Capital Improvement Plan 2025-2030

Mayor Roberts opened the Public Hearing at 7:15 p.m.

Hammond received questions from councilmembers about the Flock cameras. Hammond said for the second reading he will recode the item, so it is a reoccurring operating expense in the general fund.

<u>Name</u>	<u>Address</u>	<u>Topic</u>
Tim Pearce	27823 80 th Ave NW Stanwood	Requesting to preserve Stanwood history by keeping the brick road when improving 270 th Street.

With no further public testimony, Mayor Roberts closed the Public Hearing at 7:22 p.m.

Council asked questions and made comments.

Motion by Councilmember Bergman, second by Councilmember Metz to accept the first reading of Resolution 2024-14 Six-Year Capital Improvement Plan 2025-2030. Motion carried unanimously.

- b. First Reading of Ordinance 1540 2025-2026 Biennial Budget

Hammond discussed the highlights of the proposed 2025-2026 Biennial Budget.

Mayor Roberts opened the Public Hearing at 7:40 p.m.

<u>Name</u>	<u>Address</u>	<u>Topic</u>
Joe Wiederhold	7817 Port Susan Pl Stanwood	Concerned about relying on growth, what if 2008 happens again. Can developers be charged a higher impact fee?

With no further public testimony, Mayor Roberts closed the Public Hearing at 8:00 p.m.

Councilmembers asked questions and made comments.

*Motion by Councilmember Metz, second by Councilmember Robb to approve the first reading of Ordinance 1540 2025-2026 Biennial Budget. **Motion carried unanimously.***

11. New Business

- a. Approve First Reading of Ordinance 1541 SMC Chapter 12 Utility Rate Adjustment

Hammond discussed the proposed utility rate adjustment which would fully fund equipment replacement, capital improvement, and six years of expected operating cost increases. Hammond explained the proposed rebate program for seniors and disabled low-income citizens who are renters that pay their utility bill to the landlord. Currently, the program is only offered to those that pay directly to the City.

Councilmembers asked questions and made comments.

*Motion by Councilmember Metz, second by Councilmember Hicks to approve the first reading of Ordinance 1541 Updating Water, Sewer, and Drainage Utility Rates 2025-2030. **Motion carried unanimously.***

12. Public Closing Comments

No closing comments.

13. Executive/Legislative Reports

- a. Mayor's Report
- b. City Administrator Report
- c. Councilmember's Report/Questions

14. Recess to Executive Session

No executive session scheduled for this meeting.

15. Adjourn

There being no further business before the Council, and hearing no objection to adjournment, Mayor Roberts adjourned the meeting at 8:55 p.m.

CITY OF STANWOOD

ATTEST:

Sid Roberts, Mayor

Lisa Sokolik, City Clerk



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 8c

DATE: November 25, 2024

SUBJECT: Reappointment of Economic Development Board Members

CONTACT PERSON: Patricia Love, Community Development Director

ATTACHMENTS: None

PURPOSE

The purpose of this agenda item is for Council consideration and reappointment of Paul Brar, Teresa LaFleur and Dustin Dekle to the Stanwood Economic Development Board.

BACKGROUND

The Economic Development Board is a seven (7) member board that meets once a month to assist the city in implementation of the economic development element of the city's Comprehensive Plan and the city's economic development action plan. The Economic Development Board acts as an advisory board to the City Council.

The Board consists of seven voting members who must reside within the boundaries of the Stanwood-Camano School District. Members of the Board serve two-year terms and may be reappointed by the mayor with approval of the city council.

ANALYSIS

The Mayor is responsible for recommending appointments to various City boards and commissions when terms expire, or a vacancy occurs. Four terms are up for reappointment at the end of 2024. Their new terms would start in January 2025 and extend through December 2026. Most members have expressed their interest in being reappointed and continuing their work on the Board. Randy Heagle, Seat 2, has elected to end his term at the end of 2024 and his seat will need to be filled.

Member	Seat
Paul Brar	Seat 1
Vacant	Seat 2
Teresa LaFleur	Seat 5
Dustin Dekle	Seat 6

Fiscal Impact			
No fiscal impact associated with this action.			
Fund(s):			
Amount:	\$ -	Project Estimate:	\$
Budget Authorized	☐ Yes ☐ No	Amendment Required	☐ Yes ☐ No ☐ Monitor

RECOMMENDATIONS

Staff Recommendation: Mayor Roberts recommends reappointing Paul Brar, Teresa LaFleur and Dustin Dekle to the Stanwood Economic Development Board for a two-year term ending December 31, 2026.

Committee/Board Recommendation: N/A

CITY COUNCIL OPTIONS

- 1) Reappoint members to the Economic Development Board.
- 2) Do not appoint members at this time and direct staff to advertise and recruit new members.

PROPOSED MOTION

"I MOVE TO APPOINT PAUL BRAR TO SEAT 1 OF THE ECONOMIC DEVELOPMENT BOARD FOR A TWO-YEAR TERM ENDING DECEMBER 31, 2026."

"I MOVE TO APPOINT TERESA LAFLEUR TO SEAT 5 OF THE ECONOMIC DEVELOPMENT BOARD FOR A TWO-YEAR TERM ENDING DECEMBER 31, 2026."

"I MOVE TO APPOINT DUSTIN DEKLE TO SEAT 6 OF THE ECONOMIC DEVELOPMENT BOARD FOR A TWO-YEAR TERM ENDING DECEMBER 31, 2026."



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 8d
DATE: November 25, 2024
SUBJECT: Reappointment of Planning Commission Members
CONTACT PERSON: Patricia Love, Community Development Director
ATTACHMENTS: None

PURPOSE

The purpose of this agenda item is for Council consideration and reappointment of Patrick Hosterman, Gabrielle Braley and Jeff Wheatley to the Stanwood Planning Commission.

BACKGROUND

The Planning Commission is a seven (7) member board that meets once a month to review Comprehensive Plan Amendments, Ordinances, and some commercial development projects. The Planning Commission acts as an advisory board to the City Council.

At least five members of the Planning Commission shall reside within the corporate limits of the City of Stanwood. Two members of the Commission may be residents of either the urban growth area, or individuals representing a Stanwood business or Stanwood area community based nonprofit organization that has a location in the City. Members of the Commission shall serve a term of five years and may be reappointed for additional five-year terms by the mayor with approval of the city council. Currently all members of the Commission live within the City limits.

ANALYSIS

The Mayor is responsible for recommending appointments to various City boards and commissions when terms expire, or a vacancy occurs. Three terms are up for reappointment at the end of 2024 and their new terms would start in January 2025 and extend through December 2029. All three members have expressed their interest in being reappointed and continuing their work on the Commission.

Member	Seat
Patrick Hosterman	Seat 5
Gabrielle Braley	Seat 6
Jeff Wheatley	Seat 7

Fiscal Impact			
No fiscal impact associated with this action.			
Fund(s):			
Amount:	\$ -	Project Estimate:	\$
Budget Authorized	☐ Yes ☐ No	Amendment Required	☐ Yes ☐ No ☐ Monitor

RECOMMENDATIONS

Staff Recommendation: Mayor Roberts recommends reappointing Patrick Hosterman, Gabrielle Braley and Jeff Wheatley to the Stanwood Planning Commission for a five-year term ending December 31, 2029.

Committee/Board Recommendation: N/A

CITY COUNCIL OPTIONS

- 1) Reappoint members to the Planning Commission.
- 2) Do not appoint members at this time and direct staff to advertise and recruit new members.

PROPOSED MOTION

"I MOVE TO APPOINT PATRICK HOSTERMAN TO SEAT 5 OF THE PLANNING COMMISSION FOR A FIVE-YEAR TERM ENDING DECEMBER 31, 2029."

"I MOVE TO APPOINT GABRIELLE BRALEY TO SEAT 6 OF THE PLANNING COMMISSION FOR A FIVE-YEAR TERM ENDING DECEMBER 31, 2029."

"I MOVE TO APPOINT JEFF WHEATLEY TO SEAT 7 OF THE PLANNING COMMISSION FOR A FIVE-YEAR TERM ENDING DECEMBER 31, 2029."



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 9a
DATE: November 25, 2024
SUBJECT: Approve Flock Safety Cameras Contract
CONTACT PERSON: Police Chief Jason Toner
ATTACHMENTS: A – Flock Camera System Overview and Purchase Options
B – Flock System Brochure

PURPOSE

The purpose of this agenda item is for Council consideration and authorization for the Mayor to execute a contract with Flock Safety Cameras to install and operate within Stanwood City limits.

SUMMARY STATEMENT

Flock Safety Cameras are automatic license plate readers that help law enforcement reduce and solve crimes. Acting as a force multiplier to alert officers of suspicious activity, these cameras will be strategically positioned across the city at main travel locations to prevent and deter both present and upcoming crimes within our City limits. In joining other local cities and agencies already utilizing these services, we can help reduce crime within the geographic area. See Attachment B for description of the system's benefits to the community.

The fiscal impact is dependent on the option selected by council (note this is a General Fund expense that is included in the preliminary 2025 – 2026 budget):

Option 1 - \$92,200 (50% discount on Installation) Installation, two years' operating and maintenance contract of 14 cameras.

Option 2 - \$67,100 (50% discount on Installation) Installation, two years' operating and maintenance contract of 10 cameras.

Option 3 - \$42,000 (50% discount on Installation) Installation, two years' operating and maintenance contract of 6 cameras.

RECOMMENDATIONS

Staff Recommendation: Staff recommend option one in the amount of \$92,200, installation and two years of operating and service maintenance for 14 cameras, see Attachment A for specific details on this option as well as the other two options presented.

COMMITTEE RECOMMENDATION

The Public Safety Committee met on June 13, 2024, and discussed the Flock System. The committee was in favor of asking for a quote from Flock Systems and bringing the presentation to the full council. Further, at their October 24th, 2024, Workshop meeting the city council heard a presentation on the system and discussed, and appeared to generally agree to bring this action to approve.

CITY COUNCIL OPTIONS

1. Approve contract for purchase option one, \$92,200, installation of 14 cameras
2. Approve contract for purchase option two, \$67,100, installation of 10 cameras
3. Approve contract for purchase option three, \$42,000, installation of 6 cameras
4. Reject contract with Flock Safety Cameras and direct staff regarding next step.

PROPOSED MOTION

“I MOVE TO AUTHORIZE THE MAYOR TO EXECUTE A CONTRACT WITH FLOCK SAFETY IN THE AMOUNT OF \$_____.”



STANWOOD POLICE DEPARTMENT

INTEGRITY

DIGNITY

COMMITMENT

PRIDE

Jason Toner, Police Chief

Flock Safety Cameras and what it means to the Stanwood Community

Flock Safety Cameras are ALPR cameras or Automatic License Plate Readers. These camera help law enforcement solve crimes, reduce crime, and help locate lost or missing children or vulnerable adults. I am proposing that the City of Stanwood place these cameras at most of the travel entrances into the city.

Flock Safety Cameras works by taking a still photo of the rear of a vehicle on a public roadway. Using machine learning the photo is categorized by license plate, make/model, color of the vehicle, and additional features such as roof racks and bumper stickers. Flock Safety Cameras are providing real time updates to officers for any vehicles in WACIC/NCIC (stolen vehicles), NCEMEC (Missing Children) and Customizable List (suspected vehicles in burglaries). Flock Safety Cameras do not use facial recognition or speed tracking and the data is deleted after 30 days unless saved by law enforcement as evidence of a crime.

There are several reason why I believe Stanwood should invest in this technology.

1. Stanwood is a growing community both in residential units, but also our business community. Law enforcement is unable to keep up with this growth. Washington is ranked 51st in the country per capita for the number of officers. Locally the Snohomish County Sheriff's Office in 2024 has lost more deputies then it has hired, and the Sheriff's Office is unlikely to commit additional officers to its contract cities in the near future. Flock Safety Cameras will be a force multiplier to our current police force.
2. Most of the property crime in Stanwood is committed by people coming into our city for the sole purpose to commit crime. Flock Safety Cameras will put an electronic fence around our community and notify officers when a stolen or suspect vehicle enters our city. Stanwood has one officer on-duty from mid-night to 6am. If that officer is patrolling west Stanwood and a stolen vehicle or a vehicle flagged by Arlington PD enters Stanwood on 68th Ave W/288th, the officer receives a text/dispatch notification. The officer can then respond to area with the make/model and approximate location and be in a position to deter crime.
3. Additional security for our children and adult vulnerable populations. Over 400 people have been reunited with their loved ones with the help of Flock Security Cameras.
4. Flock Safety Cameras work: There are several local cases where Flock Cameras made the difference. Stanwood Police was notified of an armed suspect heading towards Stanwood after assaulting someone with a firearm. A week after installing Flock, Everett Police were notified within ten minutes of the location of a suspect that had just killed his girlfriend. Nationally Flock Cameras were used in the capture of Former President Trump's would-be assassin.
5. Flock Safety Cameras is a licensing agreement with the city and requires no installation, maintenance, or repair by city staff. Additionally, there is no long-term contract or exit fees if city determines to discontinue with Flock.



STANWOOD POLICE DEPARTMENT

INTEGRITY

DIGNITY

COMMITMENT

PRIDE

Jason Toner, Police Chief

There are three options available to the city for the installation of Flock Safety Cameras.

Option One

- 14 Flock Safety Cameras
- All major and medium entrances into city are covered.
- \$96,200 includes two years of service, installation, and tax.

Camera locations: These are the approximate locations.

1. SR-532/104th Dr NW
2. SR-532/ 92nd DR NW
3. SR-532/Pioneer HWY
4. SR-532/72nd Dr NW Westbound
5. SR-532/72nd DR NW Northbound
6. SR-532/72nd DR NW Southbound
7. 72nd DR NW/ Pioneer HWY
8. Marine Dr/267 ST NW (Park and Ride)
9. 102nd DR NW/ Lover's Lane
10. Pioneer Hwy/ Logan Rd
11. 80th Dr NW/284th St NW
12. 68th Ave W/ 288th St NW (Cedarhome Baptist)
13. 276th St NW/Woodland Rd
14. Pioneer Hwy Between Sr-532/Cedarhome Dr.

Option Two

- 10 Flock Safety Camera
- SR-532, Pioneer Hwy, and Old Pioneer Hwy covered.
- Leaves NE Stanwood (Residential Area) uncovered.
- \$70,100 includes two years of service, installation, and tax.

Camera locations: These are the approximate locations.

1. SR-532/104th Dr NW
2. SR-532/ 92nd Dr NW
3. SR-532/Pioneer HWY
4. SR-532/72nd Dr NW Westbound
5. SR-532/72nd DR NW Northbound
6. SR-532/72nd DR NW Southbound
7. 72nd DR NW/ Pioneer HWY
8. Marine Dr/267 ST NW (Park and Ride)
9. 102nd DR NW/ Lover's Lane
10. Pioneer Hwy/ Logan Rd



STANWOOD POLICE DEPARTMENT

INTEGRITY

DIGNITY

COMMITMENT

PRIDE

Jason Toner, Police Chief

Option Three

- 6 Flock Safety Camera
- Only SR-532 is covered.
- \$44,00 includes two years of service, installation, and tax.

Camera locations: These are the approximate locations.

1. SR-532/104th Dr NW
2. SR-532/ 92nd Dr NW
3. SR-532/Pioneer HWY
4. SR-532/72nd Dr NW Westbound
5. SR-532/72nd DR NW Northbound
6. SR-532/72nd DR NW Southbound

Thank you for your consideration,

Chief Jason Toner

flock safety

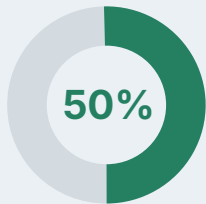
Shape a safer future, together

2024 | STANWOOD, WA

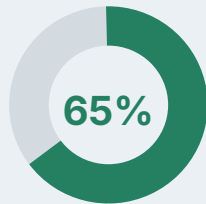


flock safety

The policing paradox: fewer resources, higher stakes



Agencies reporting more resignations in 2022 than 2019¹



Agencies report having too few sworn officer candidates²



Motor Vehicle Thefts are up YoY (2022-2023)³



Violent crime clearance rates down since 2019⁴

flock safety

What we observe

The current reality

- Limited police resources
- Crime continues to hurt communities
- Trust is needed more than ever

What we believe

The opportunity

- Technology multiplies the force
- Protect first responders and the community using technology
- Collect and distribute objective evidence to the right user
- Engage community to support and grow

The Flock Safety Platform

Detect



• Falcon®



• Raven®



• Condor



• Wing®

Capture evidence with Flock Safety devices and third-party infrastructure

Decode

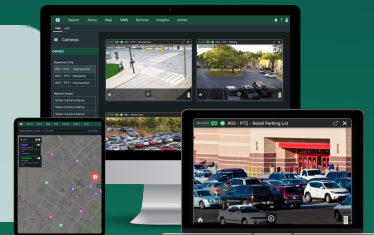
- Real-Time Routing
- Visual Search
- Multi-Geo Search
- Vehicle Fingerprint® Search
- Gunshot Localization
- Convoy Analysis
- Fireworks

Make sense of mountains of evidence instantly with AI

Deliver

- Search
- Map
- Mobile App
- Real-time Alerts
- Actionable Insights
- License Plate Lookup
- Situational Awareness

Get the right evidence into the right hands at the right time with FlockOS®



Capture more evidence. Solve more crime.

LPR

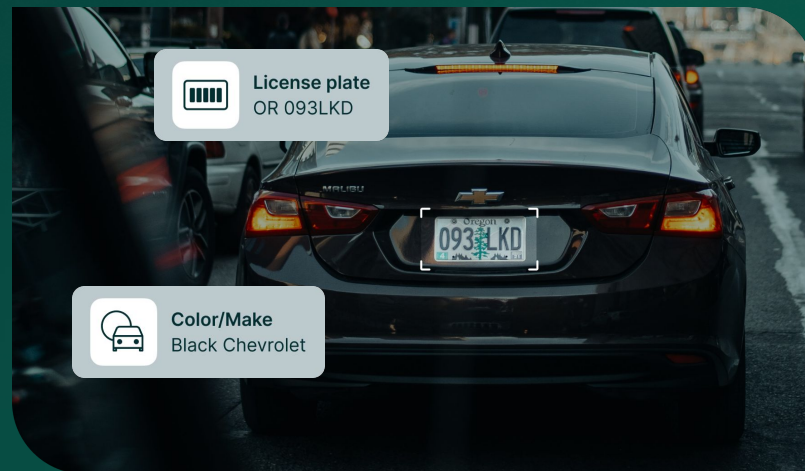
Falcon



flock safety

With Flock Safety, you get:

Flock Safety provides your police department with indiscriminate evidence from fixed locations. We provide all of the maintenance so that your police department and city staff can focus on keeping your city safe and prosperous.



INFRASTRUCTURE-FREE

Reduce time to value and utility costs with full-service deployment.



24/7 COVERAGE

Capture objective vehicle data around the clock to multiply your force.



REAL-TIME ALERTS

- NCIC
- NCMEC (Amber Alert)
- Custom Hot Lists



ETHICALLY BUILT

- No people
- No facial recognition
- No speed tracking
- Indiscriminate evidence

What this is:

- License Plate Recognition (LPR)
- Gathers objective evidence and facts about vehicles, not people
- Alerts police of wanted vehicles
- Used to solve crime
- Adheres to all state laws

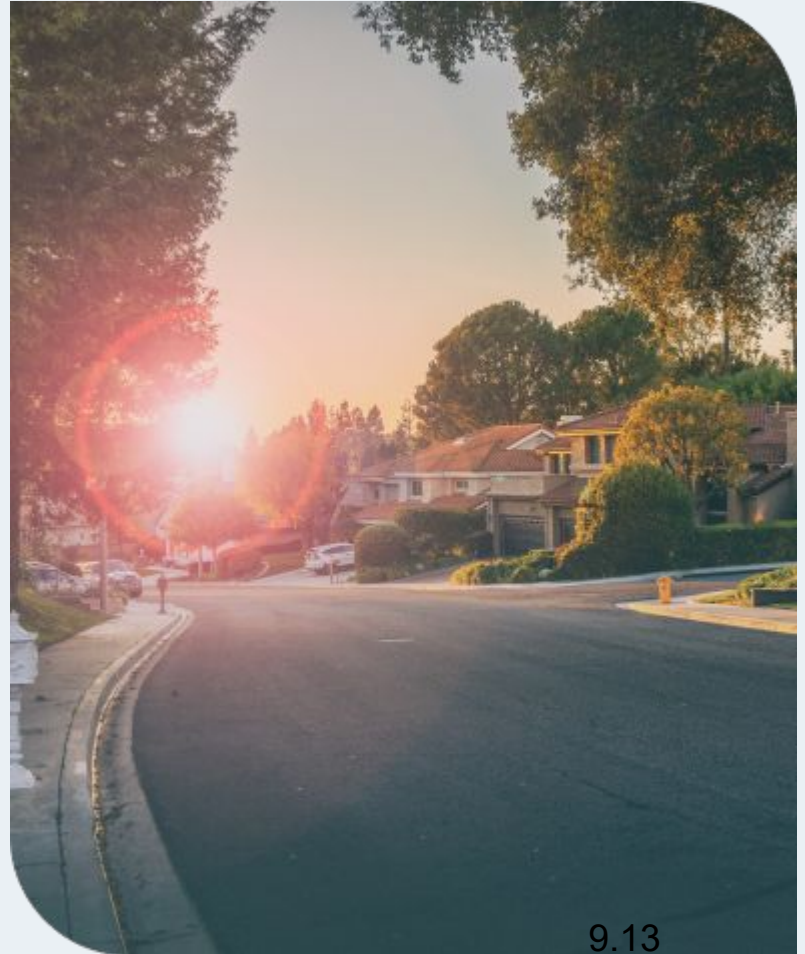
What this is not:

- Not facial recognition
- Not collection of biometric or sensitive information
- Not used for tracking speed or parking violations
- Data automatically deletes every 30 days

How does this technology deter and eliminate crime?

- **Proactive:** Real-Time Alerts when stolen or wanted vehicles enter your city
- **Investigative:** As clearance rates increase, overall crime often decreases
- Flock cameras serve as a **deterrent**

flock safety



A Trusted Partner

Protecting privacy

- Footage owned by Agency/City and will never be sold to private third parties by Flock
- 30-day data retention, then automatically hard deleted
- Takes human bias out of crime-solving by detecting only objective data
- All data is stored securely with end to end encryption of all data

Accountability mechanisms

- Search reason and user number saved in indefinitely-available audit trail
- NOT facial recognition software, NOT collecting biometric information
- NOT used for parking enforcement or tolls
- Not connected to registration data or 3rd party databases (Carfax, DMV)
- Transparency Portal (free and optional)

flock safety

Transparency & Insights

Measure ROI and promote the ethical use of public safety technology

Transparency Portal

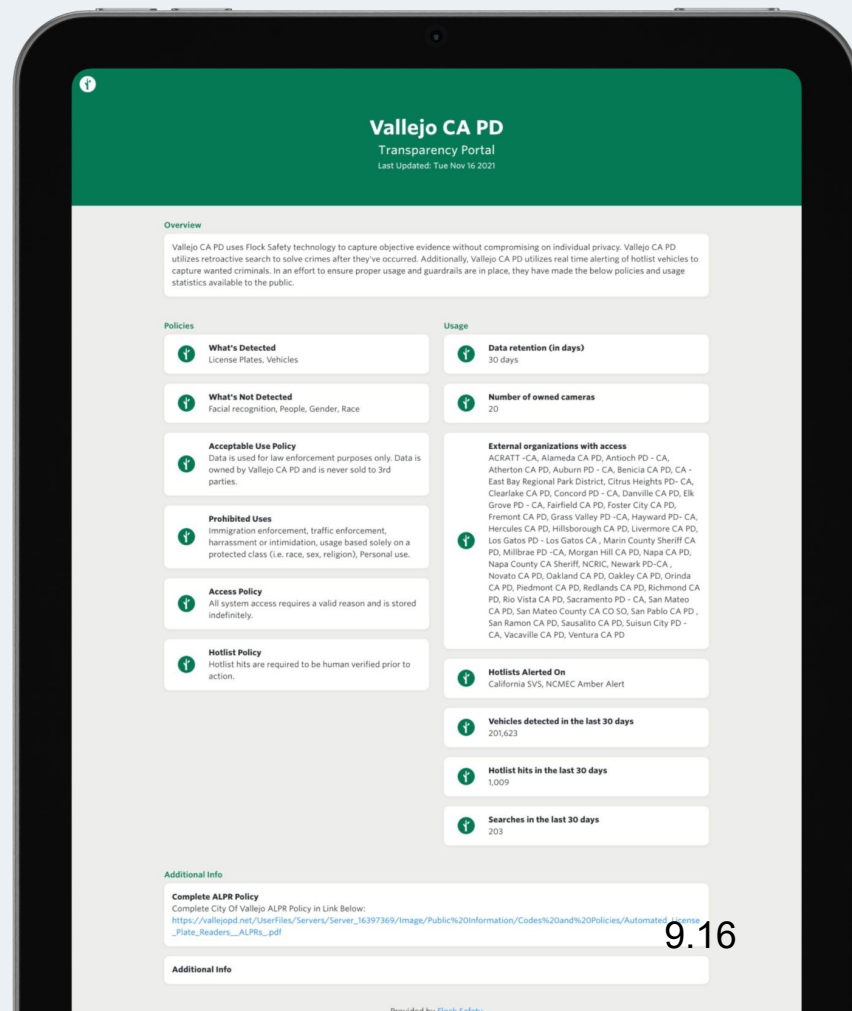
- Customizable for each agency
- Display technology policies
- Publish usage metrics

Insights Dashboard

- Measure crime patterns and ROI
- Audit Search history

Examples

- Morgan Hill PD
- Vallejo PD



Solve crime, we'll handle the rest

Our dedicated team provides rapid, full-service deployment. Your police officers focus on solving crime and protecting the community.

Within the Flock Safety annual subscription:

- Solar power
- Installation + Ongoing Maintenance
- Hardware Procurement + Permitting
- User Training
- Data storage
- Software Updates



Already solving and preventing crime

Flock Safety In Washington

Plus, many more
commercial and
private customers

Wapato PD
Town of Yarrow Point
Eatonville PD
Black Diamond PD
Clyde Hill PD
Liberty Lake PD
Pacific PD
Port of Seattle
Chehalis Tribe Law Enforcement
Normandy Park PD
Zillah PD
Tieton PD
Educational Service Dist. 105
Yelm PD
Spokane Co. SO
Warden PD
King Co. SO
Othello PD
Yakima Housing Authority
Town of Harrah
Toppenish PD
Reardan PD
West Richland PD

Chehalis PD
Grandview PD
Town of Hunts Point
Tukwila PD
Moxee PD
Kennewick PD
Airway Heights PD
Puyallup PD
Yakima PD
Newcastle PD
Richland PD
Olympia PD
Hoquiam PD
Lakewood PD
Pasco PD
Federal Way PD
Brewster PD
Union Gap PD
Kent PD
Marysville PD
Napavine PD
Prosser PD
Mabton PD

Omak PD
Benton Co. SO
Moses Lake School Dist. 161
Des Moines PD
Medina PD
Moses Lake PD
Arlington PD
Selah PD
Auburn PD
Centralia PD
Granger PD
Sunnyside PD
Aberdeen PD
Grant Co. SO
Sea Tac PD

3 Arrests, 3 Vehicles Recovered in 1 Day

📍 Tukwila PD - Tukwila, WA

- Tukwila officers received an alert that a stolen vehicle was in the area. Officers located the vehicle and as they approached, another suspect in separate stolen vehicle attempted to flee. This vehicle was recovered a short time later.
- Officers continued with their original traffic stop, arresting a suspect in possession of fentanyl and meth and recovering the stolen car.
- Later that same day another Flock LPR alert led officers to the same parking lot, where they recovered a third stolen vehicle.



Hundreds of Vehicle Recoveries In <1 Year

 Yakima PD - Yakima, WA

From April to January, Yakima PD's Flock LPR cameras resulted in:

- ◆ 596 Stolen Vehicle Alerts
- ◆ 276 Stolen License Plates
- ◆ 190 Violent Persons Alerts
- ◆ 133 Wanted People
- ◆ 78 Sex Offenders
- ◆ 33 Missing Persons

“Flock Cameras have also become **our number one intelligence-sharing tool**. We have **assisted nine other Yakima county agencies** with their cases. Perhaps the most interesting was when we received a call from an investigator in California who saw a Flock hit in Yakima for a vehicle they were watching. Through a combined effort (led by the Department of Homeland Security), a warrant was served, resulting in the **recovery of thirty-eight guns, narcotics, and cash**.

– Yakima PD Chief Matt Murray

Case Study - Connected Burglaries



Centerville PD - Centerville, UT

- Officers received an alert that a vehicle stolen from the University of Utah campus had been detected in the area.
- Authorities knew that same vehicle was allegedly involved in five separate business burglaries across multiple jurisdictions.
- Officers responded to a nearby motel where they arrested one suspect and recovered stolen property.
- A short time later Summit County Sheriff's Deputies located the vehicle, arrested the driver, and recovered stolen property inside the vehicle.
- Both suspects are facing multiple charges including theft and check fraud.



Case Study - LPRs and Public Parks

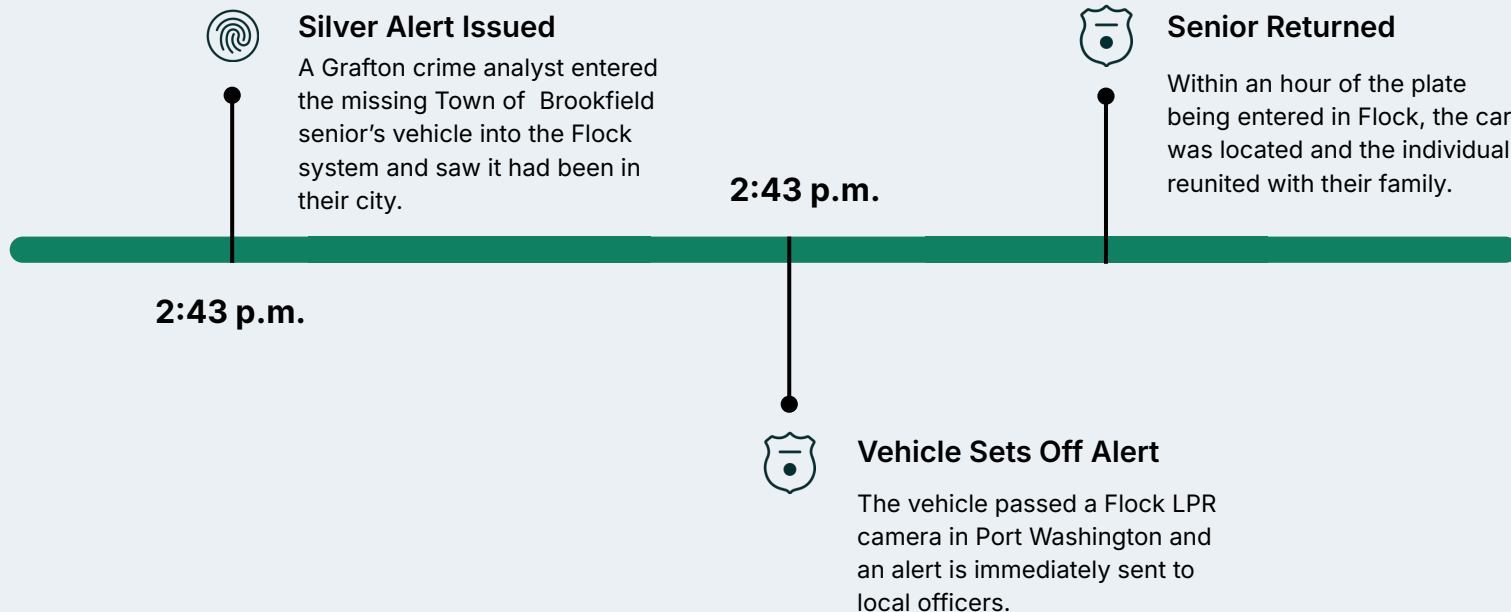
📍 Spokane County Sheriff's Office - Liberty Lake, WA

- Liberty Lake officers and Spokane County deputies responded to reports of an assault that occurred on a local hiking trail.
- The female victim told authorities that an unidentified male suspect attacked her before fleeing in his vehicle.
- Authorities checked a nearby Flock Safety LPR and identified a suspect vehicle, whose registered owner matched the suspect's description provided by the victim.
- Deputies located the vehicle the following day and arrested the suspect on foot nearby.
- He is charged with 2nd Degree Assault.



Missing, Endangered Senior Found in 15 Minutes

 Port Washington PD - Port Washington, WI

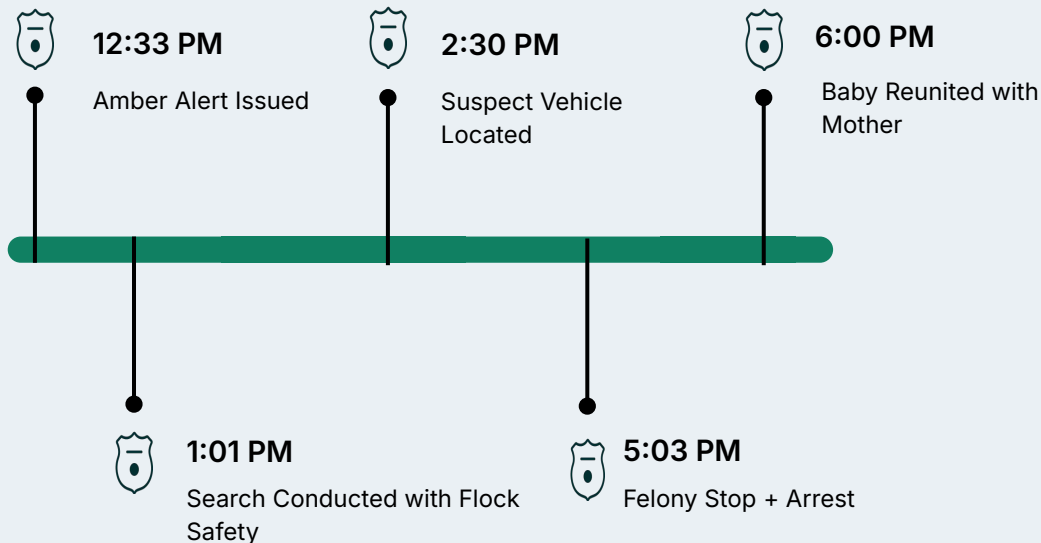


When Every Second Matters: Child Abduction

📍 Chamblee PD - Chamblee, GA



Stranger on Stranger Abduction
August 28, 2020



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**CITY OF STANWOOD
CITY COUNCIL
AGENDA STAFF REPORT**

ITEM: 11b
DATE: November 25, 2024
SUBJECT: Capital Improvement Plan (CIP)
CONTACT PERSON: Kevin Hushagen, Public Works Director
ATTACHMENTS: A – Resolution 2024-14 Adopting 2025-2030 CIP

Reference to Complete Digital CIP: [Digital Capital Improvement Plan \(CIP\)](#)

ISSUE

The issue in front of the City Council is to discuss the proposed list of capital improvements in the 2025-2030 Capital Improvement Plan and accept the second reading and adopt Resolution 2024-14 Six Year Capital Improvement Plan.

RECOMMENDATION

Review and discuss the 2025-2030 Capital Improvement Plan (CIP) and accept the second reading and adopt Resolution 2024-14 Six-Year Capital Improvement Plan.

SUMMARY STATEMENT

The purpose of capital improvement planning is to:

- Provide adequate public facilities to serve existing and new development.
- Reduce the cost of serving new development with public facilities.
- Ensure that these facilities will be in place when development occurs.

The capital improvement plan is a six-year plan of capital projects with estimated costs and proposed methods of financing that are updated annually. An update to the City's Six-Year CIP does not require an amendment to the City's Comprehensive Plan as such provisions are set forth in Stanwood Municipal code chapter 17.157.

City Council reviewed and discussed the Six-Year CIP for Fiscal Years 2025-2030 at their August and October Special Workshops and considered what capital improvements are in the best interest of the health, safety, and welfare of the citizens of Stanwood. The City Council held a public hearing on the proposed 2025-2030 Capital Improvement Plan on November 14th, minor testimony was received regarding the proposed budget and will be adjusted and presented within the second reading, the City Council unanimously approved first reading.

The total six-year plan includes investments of \$127,406,511. The 2025-2026 appropriation is \$50,081,352.

DISCUSSION

The following are brief descriptions of projects proposed and amounts included in the 2025-2026 biennial budget:

Parks Capital:

Cedarhome Area Park 2025 \$70,000

The City Council has directed staff to explore properties to develop a park in the Cedarhome neighborhood.

Raplee Property Evaluation 2025 \$600,000

The city received a grant to design remediation requirements on the property. Based on the results of this work, the city may proceed with acquisition and cleanup of the parcel, dependent on availability of grant funding.

Johnson Farm Park 2025 \$315,000

Johnson Farm Park was purchased with Conservation Futures funds, which limits future uses as follows: Passive Recreation: trails, interpretive centers, viewpoints, picnic facilities, access, restrooms, restoration projects, associated parking. The project includes demolition of the existing buildings and building a parking lot and restrooms.

Estimated project costs relate to:

2025: Complete demolition and Environmental Cleanup.

2026: Parking lot and restroom construction

Church Creek Park 2025 \$465,000 2026 \$65,000

Church Creek Park is a 15.4-acre community park in the uptown area of the city. It serves the main residential area of the city and is located across the street (72nd Avenue) from Stanwood High School. Park facilities include a baseball field, sports court, disc golf, covered group picnic shelter and individual picnic facilities, playground equipment, paved parking lot, and large wooded areas with a walking trail to Church Creek. In 2020, the City adopted an updated master plan for the Park with expanded recreational features. Full development of the master plan concepts will take 20 years to fully implement. The current six-year plan follows the priority projects:

2025/2026: Baseball field irrigation Upgrade \$40,000, Design/Permit new picnic shelter \$65,000, Lower trail design \$65,000, Build upper trail \$300,000, misc. park improvements \$60,000 (seating along paths, additional picnic tables, disc golf course realignment)

Depot Park 2025 \$1,100,000

Finalize design and construction of Depot Park, which includes hard pavement surface, band stand, holiday tree, open and covered seating, wayfinding signs and options for art installation.

Heritage Park 2025 \$850,000 2026 \$550,000

2025: Design Field Improvements \$100,000, Remodel Bathroom \$50,000; Design and Construct Pump track \$500,000; Improve loop trail \$200,000

2026: Construct ADA Playground \$500,000, Lighting Alternatives Impact Study \$50,000

Port Susan Trail 2025 \$250,000 2026 \$250,000

2025: Construction of the trail segment around the city's Public Works facilities required construction of a boardwalk to connect to Hamilton Landing, which requires tree planting as mitigation. A portion of this planting is related to work on the IS4 project so that portion will be funded with Stormwater Utility funds.

2026: Design Phase 3 which will continue the 10-foot-wide multi-purpose trail around the eastern perimeter of downtown Stanwood from Heritage Park towards the train tracks and then south along 84th Avenue to the park and ride lot on 267th Street SW.

Design and permitting of Phase 2B (using the existing 98th bridge). Construction of first half of new Phase 3 (using existing sidewalks - fill in gaps). boardwalk to connect to Hamilton Park. Future phases will include crossing Irvine Sough. The 2025 segments are dependent on receiving grant funding.

Total Parks Capital 2025 \$3,650,000 2026 \$865,000

Buildings Capital:

City Hall Landscaping 2025 \$30,000

Permanent landscaping work to be completed around City Hall building.

City Hall/Police Station Remodel 2025 \$600,000 2026 \$6,600,000

Building renovations to maintain the function and use of the Police Station and City Hall. Improvements could include renovating bathrooms and kitchens, roof repairs, and space reconfiguration and updated security. Building a new public restroom with pedestrian access through the records room building is also a potential improvement project. All work would be within the 50% building valuation limits as established by the City's floodplain regulations. Project funding includes \$710,000 for construction, as well as associated final design, permitting and project management costs.

Total Buildings Capital: 2025 \$630,000 2026 \$6,600,000

Street Construction Projects:

City Beautification Projects 2025 \$100,000 2026 \$85,000

The City adopted the City Beautification Action Plan in December of 2020 as an implementation of several city visioning and economic development plans. The City Beautification Action Plan includes six key program elements that focus on improving city infrastructure and promoting the city as the cultural and economic hub of greater Snohomish County. These elements include:

- 72nd Avenue Gateway Signage and Landscaping.
- Main Street Revitalization.
- Downtown Gateway Features.
- SR 532 Beautification.
- Wayfinding Signage.
- Public Art.

Achieving full build-out of the Beautification Action Plan will take time, phased implementation, and significant resources. This capital budget item is intended to annually fund the gateway, wayfinding, and landscaping components of the City Beautification Action Plan.

272nd & 2nd Sidewalk 2025 \$150,000 2026 \$650,000

This project will add roughly 1200 feet of sidewalk, curb ramps, storm drains, and planter strip from the end of existing sidewalk on 272nd adjacent to the School District Maintenance building connecting to existing sidewalk on 72nd south of Upper Left apartments.

Overlay and ADA Improvements 2025 \$510,000 2026 \$428,000

Asphalt overlay and ADA upgrades on federally classified routes. This will be TIB grant dependent each year.

Viking Way- 90th Ave Phase 2 2025 \$1,800,000

Project will construct a continuation of Viking Way from where the previous phase ended in 2020 to 92nd Ave, ultimately connecting 88th to 92nd eliminating an existing misalignment on 92nd. This new roadway will include curb, gutter, sidewalks, landscaping, street lighting, and underground utilities.

Twin City Mile Downtown Renovation Project 2025 \$1,744,552 2026 \$575,000

The Twin City Mile revitalization project reimagines how the City's main downtown commercial corridor, 271st and 270th Streets, could look and function by connecting City Hall Park to the Train Station. Project elements include constructing gateways, reconfiguring travel lanes and parking, building wider sidewalks and plaza areas, constructing park areas, and installing street trees, art, and other curb appeal amenities. Using policy guidance from the City Beautification Plan, the City initiated the Downtown Revitalization Project that invests in the downtown business district infrastructure by:

- Creating Pedestrian-Friendly Streets.

- Actively Engage Storefronts with Walkable Sidewalks.
- Encourage Use of Streets for Community Festivals.
- Create Usable Urban Park Spaces; and
- Promote the Concept of Buying Local.

Over the next six years, the project will be broken into multiple phases, first year:

2025: Construct safety improvements at 88th St. and mid-block crossing of Main St. West End Brick Road 100% Design, West End Gateway, East End 100% design and construction

2026: 84th traffic calming and Cedarhome circle.

2027: West End Brick Road and Camano Street Construction (TIB Dependent)

2028: West End Construction continued; 271st St Middle School Mid-Block Crossing Design

2029: 271st St Middle School Mid-Block Crossing Construction

2030: 271st St Middle School Mid-Block Crossing Construction

80th & 284th Sidewalk Connection 2025 \$150,000

The project will construct a new section of sidewalk to connect 283rd and the new Chandler's Reserve development on 284th.

SR 532 Intersection Control Evaluations - 72nd and 102nd 2025 \$80,000

Intersection evaluation

SR532 & 72nd Crosswalk and Signalization 2025 \$50,000 2026 \$150,000

This project would add a North/South crossing on the East side of the SR532 and 72nd intersection. The new crosswalk would require channelization revisions, new ADA ramps, and new signal equipment consisting of right-turn flashing yellow arrows (FYAs) and APS upgrades.

Westside Overlays 2025 \$50,000 2026 \$400,000

Overlays on 104th DR NW, 102nd DR NW, 273rd PL NW, 272nd PL NW, and 271st ST NW.

Sidewalk: 272nd St NW 2025 \$430,000

North side between 72nd Ave and West of 78th Ave. Add curbing, gutter, sidewalk, and ADA requirements to the north side of 272nd St NW. This project would connect the sidewalk installed by the Highschool and Brandt short plat. There is an old existing sidewalk in portions of the project that would get removed to accommodate curbing. The existing sidewalk sits at road grade.

Total street construction projects 2025 \$5,064,552 2026 \$2,288,000

Sewer Capital:

Sewer Project Inventory 2025 \$225,000

Sewer Project Inventory

Biosolids Removal 2025 \$1,400,000

Periodically, the utility must contract for biosolids removal. As the city grows the frequency will increase, and the cost continues to increase. The utility's capital improvement plan includes a plant upgrade that will process biosolids on an ongoing basis and eliminate one of the settling ponds, however this plan includes one additional biosolids removal contract in 2030.

Wastewater Treatment Plant Upgrades 2025 \$1,100,000 2026 \$1,597,000

The City's utility engineering consultant, RH2, has looked at three alternatives to upgrade the capacity of the WWTP. From their liquid stream analysis, the plant will need to be upgraded in our current planning period by 2034.

SR532 and Pioneer Hwy Sewer Crossing 2025 \$800,000

SR532 and Pioneer Hwy Sewer Crossing

Pioneer Hills Lift Station Upgrade 2025 \$350,000

Upgrading Pioneer Hills Lift Station equipment includes two new pumps with a new control system. Full integration to SCADA and adding a backup power source. A new metal roof is also needed for the building.

272nd St / 76th Dr Main Replacement 2025 \$150,000

Replace approximately 2,200 LF of existing 8-inch and 12-inch gravity pipe with sewer main between 79th Drive NW and 76th Drive NW and along 76th Drive NW between 272nd Street NW and 276th Street NW

Pioneer Hwy and SR532 Sewer Main 2025 \$600,000

Upsize existing pipe to 15" to mitigate existing capacity issues. Approx 1000 feet of pipe south of 77th AVE NW (Taylors Landing)

GIS Equipment and Setup (Sewer) 2025 \$100,000 2026 \$100,000

Annual investment for sewer element for building a complete GIS system. The GIS system will provide an accurate inventory and location of City sewer system.

Decommission Church Creek Lift Station 2025 \$40,000 2026 \$40,000

Decommissioning of Church Creek Lift Station.

274th Sewer Main Replacement 2025 \$700,000

Replace approximately 980lf of existing gravity main with 15-inch diameter gravity pipe.

Cedarhome Collection System 2025 \$275,000

To eliminate the Cedarhome Lift Station, a connection will need to be made to Church Creek Estates. This will be complete after all other downstream improvements have been completed.

Twin City Mile Project 271st & 94th Main Replacement 2025 \$200,000 2026 \$850,000

Begin design and construction to replace existing gravity sewer pipes in 94th Drive NW from the main pump station and 271st Street. Also replacing pipe in 271st Street NW between 94th Drive NW and 99th Avenue NW and 271st Street and Camano Street.

Cedarhome Dr Sewer Main Replacement 2025 \$1,285,000

Phase I replaces approximately 1080 LF of existing gravity pipe with 24/12-inch diameter gravity pipe per City standards along Cedar Home Dr. and 84th Ave NW. Phase II Replace approximately 660 LF of existing gravity pipe with 24-inch diameter gravity pipe per City standards along Cedar Home Dr. between Pioneer Hwy and 84th Ave NW.

72nd Ave Sewer Main Replacement 2025 \$1,925,000

Replace approximately 2,000lf of existing gravity pipe with 15-inch diameter gravity pipe along 72nd Avenue between Pioneer Highway and SR532.- due to High School putting their sewer under SR532, this has resulted in undersized pipes on 72nd AVE. This project will upsize these pipes.

68th Sewer Main Replacement 2025 \$1,000,000

Replace the sewer main in 68th Ave. between 284th St. and the Cedarhome Lift Station. The existing pipe was shown to be undersized in a sewer availability analysis for Josephine Sunset Homes.

Total Sewer Capital 2025 \$10,150,000 2026 \$2,587,000

Stormwater Capital:

Larson Dam Replacement 2025 \$200,000

Replace Larson Dam

Cedarhome Dr Collection System 2026 \$100,000

Cedarhome Drive Collection System

Irvine Slough Dredge 2026 \$60,000

We have a 5-year HPA to dredge Irvine Slough. It should be done every other year to improve storm conveyance.

Viking Way Drainage Element 2025 \$216,000

Viking Way Drainage Element

Floodwall- Florence Rd. 2025 \$400,000 2026 \$200,000

Construct a removable floodwall on Florence Road to prevent flooding of downtown Stanwood during flood events. Design, permit and build a removable wall on Florence Road on BNSF rail right of way to help prevent flooding into the City's downtown during high tides and flood events. City will design and install the wall on city right of way; BNSF staff will install the pilings needed on BNSF right of way. Flood walls will be owned and maintained by the city. Design is wrapping up with construction coordination with the BNSF ongoing.

Irvine Slough Drainage 2025 \$3,700,000 2026 \$2,200,000

Phase 4, construction 2025, will provide conveyance to the pump house constructed during phase 2. This conveyance will head East to Marine View Drive then under the railroad tracks to allow the removal of gravity connections to the East end of Irvine Slough. These pipes are currently proposed to be within the existing SR 532 right of way corridor and will have large catch basins placed on the existing drainage connections that currently flow South under SR 532 to Irvine Slough. These flows will now be connected to the Phase 2 lift stations, treated and discharged into the old Stillaguamish River. The project phase will require design costs and permitting costs associated with WSDOT and BNSF right of way. Phase four has an estimated cost of \$4,000,000 Phase 5, construction funded for 2025 will replace/repair the existing undersized and improperly sloped drainage conveyance system along 92nd Ave NW. Phase 5 has an estimated cost of \$500,000 Phase 6, construction planned for 2026+, will continue the Phase 3 system improvements North and West through the old town portions of downtown Stanwood. This phase will terminate with an inlet structure at Douglas Slough. This inlet structure will not be placed to drain Douglas Slough, but to eliminate the need for the slough gravity outlet to the old Stillaguamish. Phase 6 has an estimated cost of \$4,000,000.

GIS Equipment and Setup (Stormwater) 2025 \$100,000 2026 \$100,000

Annual investment for sewer element for building a complete GIS system. The GIS system will provide an accurate inventory and location of City storm sewer system.

Skagit Bay Dike Repair 2026 \$6,000,000

Skagit Bay Dike Repair will be completed.

Irvine Slough Pump Station 2025 \$100,000 2026 \$150,000

This cost is to implement repairs and upgrades to the Irvine Slough Pump station.

Total Stormwater Capital 2025 \$4,716,000 2026 \$8,810,000

Water Capital:

Annual Water Main Improvements 2025 \$100,000 2026 \$100,000

Annual replacement of water mains and other improvements to correct deficiencies. Several projects have been identified.

Water Treatment Plant/Cedarhome Well Upgrades Phase 2 2025 \$150,000

Water Treatment Plant/Cedarhome Well Upgrades Phase 2 projects to be completed. Including replacing chlorine analyzers and brine pumps, rectifiers, and control panels.

Meter Replacement 2025 \$80,000 2026 \$80,000

Annual meter replacement program.

103rd Water Upgrade Phase 2 2025 \$450,000

Replace existing 2-inch galvanized water main with new 8-inch PVC pipe in coordination with street and sewer projects.

Cedarhome Well Generator 2025 \$250,000
Implementation and install of Cedarhome Well Generator.

271st Camano Street to 94th Main Replacement (TCM Project) 2025 \$200,000
Replacement of water main in coordination with sewer and street projects ahead of Twin City mile Project.

72nd from 272nd to 27408 72nd Main 2025 \$150,000
Install new water main to create a loop in the system, providing better water quality.

272nd from 78th St to 72nd St Main Replacement 2026 \$120,000
272nd ST from 78th ST to 72nd ST water Main Replacement. Replacing approximately 2,250 ft of 6-inch and 10-inch PVC water main with 12-inch PVC. Currently, there are 15 services and 3 hydrants.

Cedarhome Dr Main and Park Drive Replacement 2025 \$164,000 2026 \$1,500,000
The project area now includes Pioneer Highway up to 276th Street. Park Lane Cedarhome Drive to 276th Place, including looping in Park Drive. The new project now consists of replacing 6-inch steel and 2-inch galvanized water main with approximately 3,250 ft of 8-inch PVC pipe.

Knittle Booster Station Improvement 2025 \$236,000 2026 \$850,800
Knittle Booster Station is approximately 25 years old and near the end of its life. The facility has many issues, including a rusting steel floor and piping. Pump efficiency concerns. This project includes replacing the existing structure with a concrete masonry unit (CMU) building with adequate ventilation. Replace existing piping and flow meter. Perform pump efficiency testing on existing pumps and replacement if necessary.

76th Dr Main/Service Relocation 2026 \$90,000
Replace the approximately 6-inch AC and 4-inch PVC water main with an approximately 1,350 feet 12-inch PVC. Relocate water services from alley to new main. Currently, 20 services to relocate and 3 fire hydrants.

GIS Equipment and Setup (Water) 2025 \$100,000 2026 \$100,000
Annual investment for Water element to build a complete GIS system. This GIS system will provide an accurate inventory and location of City water system.

Total Water Capital 2025 \$1,880,000 2026 \$2,840,800

Total All Departments 2025 \$26,090,552 - 2026 \$23,990,800

COUNCIL OPTIONS

Consider accepting the second reading and adoption of Resolution 2024-14 Six Year Capital Improvement Plan 2025-2030.

MOTION:

“I MOVE TO ACCEPT THE SECOND READING AND ADOPT RESOLUTION 2024-14 SIX YEAR CAPITAL IMPROVEMENT PLAN 2025-2030.”

**RESOLUTION NO. 2024-14
CITY OF STANWOOD, WASHINGTON**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANWOOD, WASHINGTON, APPROVING AND ADOPTING THE CITY'S SIX-YEAR CAPITAL IMPROVEMENT PLAN (CIP) FOR FISCAL YEARS 2025 – 2030.

WHEREAS, pursuant to the City's Comprehensive Plan, an update to the City's Six-Year CIP does not require an amendment to the Comprehensive Plan as such provisions are set forth in Stanwood Municipal code chapter 17.157; and

WHEREAS, the City would like approve and adopt its Six-Year CIP; and

WHEREAS, the City Council has reviewed the Six-Year Capital Improvement Plan for Fiscal Years 2025 – 2030 and has determined that it is in the interest of the health, safety, and welfare of the citizens of Stanwood to adopt the CIP.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STANWOOD, WASHINGTON

Section 1. That the Six-Year Capital Improvement Plan for Fiscal Years 2025 – 2030, attached as Exhibit A and incorporated herein by this reference, is hereby **Approved and Adopted**.

APPROVED AND ADOPTED this 25th day of November 2024.

Sid Roberts, Mayor

ATTEST:

Lisa Sokolik, City Clerk

APPROVED AS TO FORM:

Nikki Thompson, City Attorney

Exhibit A
Six-Year Capital Improvement Plan for Fiscal Years 2025 – 2030

EXHIBIT A

Department	Project Title	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	Total
Buildings	City Hall Landscaping	\$30,000						\$30,000
	New Police Station Design and Construction	\$600,000	\$6,600,000					\$7,200,000
Total Buildings		\$630,000	\$6,600,000	\$0	\$0	\$0	\$0	\$7,230,000
Park Facilities	Raplee Environmental Cleanup (271st/270th Triangle)	\$600,000						\$600,000
	Cedarhome Area Park	\$70,000						\$70,000
	Johnson Farm Park (Skagit Bay Dike)	\$315,000		\$500,000				\$815,000
	Church Creek Park	\$465,000	\$65,000	\$350,000	\$250,000			\$1,130,000
	Depot Park	\$1,100,000						\$1,100,000
	Heritage Park	\$850,000	\$550,000	\$2,185,000	\$450,000	\$1,200,000		\$5,235,000
	Port Susan Trail	\$250,000	\$250,000	\$900,000	\$300,000	\$100,000	\$750,000	\$2,550,000
	Ovenell Park			\$70,000				\$70,000
Total Park Facilities		\$3,650,000	\$865,000	\$4,005,000	\$1,000,000	\$1,300,000	\$750,000	\$11,570,000
Street Capital	SR 532 Intersection Control Evaluations - 72nd and 102nd	\$80,000						\$80,000
	SR532 & 72nd Crosswalk and Signalization	\$50,000	\$150,000					\$200,000
	Viking Way - 90th Ave Phase 2	\$1,800,000						\$1,800,000
	80th & 284th Sidewalk Connection (Southwest Corner)	\$150,000						\$150,000
	272nd & 72nd Sidewalk	\$150,000	\$650,000					\$800,000
	Sidewalk 98th Drive NW						\$350,000	\$350,000
	Sidewalk Cedarhome Dr						\$1,042,000	\$1,042,000
	Sidewalk 284th St NW (South)						\$350,000	\$350,000
	Sidewalk Repair and Maintenance		\$0	\$500,000	\$500,000	\$500,000	\$500,000	\$2,000,000
	Westside Overlays	\$50,000	\$400,000	\$400,000	\$400,000			\$1,250,000
	101st Ave Reconstruction & Overlay						\$2,856,368	\$2,856,368
	80th Ave Reconstruction Ph 2 Widening & Calming				\$5,000,000			\$5,000,000
	SR532 Hamilton Entrance Intersection				\$800,000	\$2,700,000		\$3,500,000
	Sidewalk: 272nd St NW	\$430,000						\$430,000
	Overlay and ADA Improvements	\$510,000	\$428,000	\$450,000	\$450,000	\$450,000		\$2,288,000
	284th Street NW Improvements			\$1,000,000				\$1,000,000
	City Beautification Projects	\$100,000	\$85,000	\$45,000	\$45,000	\$45,000	\$45,000	\$365,000
	Twin City Mile Downtown Renovation Project	\$1,744,552	\$575,000	\$1,500,000	\$1,150,000	\$500,000	\$500,000	\$5,969,552
Total Street Capital		\$5,064,552	\$2,288,000	\$3,895,000	\$8,345,000	\$4,195,000	\$5,643,368	\$29,430,920
Stormwater	Larson Dam Replacement	\$200,000						\$200,000
	Cedarhome Drive Collection System		\$100,000	\$1,500,000				\$1,600,000
	Irvine Slough Dredge		\$60,000		\$80,000		\$150,000	\$290,000
	Viking Way Drainage Element	\$216,000						\$216,000
	Floodwall - Florence Rd	\$400,000	\$200,000					\$600,000
	South Douglas Slough Outfall Rehabilitation				\$350,000			\$350,000
	85th Drive Drainage Improvements						\$1,180,000	\$1,180,000
	276th Pl and Pioneer Hwy Drainage Impr.					\$80,000		\$80,000
	Lover's Lane and 92nd Ditch Improvements				\$690,000			\$690,000
	GIS Equipment and Set-Up (Drainage)	\$100,000	\$100,000					\$200,000
	Skagit Bay Dike Repair		\$6,000,000					\$6,000,000
	Irvine Slough Pump Station Building	\$100,000	\$150,000	\$250,000				\$500,000
	Drainage System Receiving Station				\$400,000			\$400,000
	Drainage Rate Updates					\$45,000		\$45,000
	Irvine Slough Drainage	\$3,700,000	\$2,200,000					\$5,900,000
Total Stormwater		\$4,716,000	\$8,810,000	\$1,750,000	\$1,520,000	\$125,000	\$1,330,000	\$18,251,000

EXHIBIT A

Department	Project Title	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	Total
Water	103rd Water Upgrade Phase 2	\$450,000						\$450,000
	72nd AVE from 272nd ST to 27408 72nd Main (loop system)	\$150,000						\$150,000
	Cedarhome Well Generator	\$250,000						\$250,000
	271st St at Florence Pipe Upsize					\$205,000		\$205,000
	Decommission Sill Well			\$15,000				\$15,000
	(89th) Northern UGA Main Improvements						\$720,000	\$720,000
	(Skrinde Rd) Northern UGA Main Improvements					\$1,150,000		\$1,150,000
	(288th to Pioneer HWY) Northern UGA Main Impr.				\$950,000			\$950,000
	272nd ST from 78th ST to 72nd ST Main Replacement		\$120,000	\$1,030,000				\$1,150,000
	271st Camano Street to 94th Main Repl. (TCM Project)	\$200,000		\$610,000				\$810,000
	Cedarhome Drive Main and Park Drive Replacement	\$164,000	\$1,500,000					\$1,664,000
	Leque Road Main Replacement					\$100,000	\$1,000,000	\$1,100,000
	Knittle Booster Station Improvements	\$236,000	\$850,800					\$1,086,800
	76th Drive Main/Service Relocation		\$90,000	\$700,000				\$790,000
	Water Treatment Plant/Cedarhome Well Upgrades Ph 2	\$150,000						\$150,000
	101st AVE from 272nd PL to 274th Main Replacement						\$506,791	\$506,791
	GIS Equipment and Set-Up (Water)	\$100,000	\$100,000					\$200,000
	Water Rate Study					\$45,000		\$45,000
	Annual Water Main Improvements	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000		\$500,000
	Meter Replacement	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000		\$400,000
	Total Water	\$1,880,000	\$2,840,800	\$2,535,000	\$1,130,000	\$1,680,000	\$2,226,791	\$12,292,591
Sewer	Sewer Project Inventory	\$225,000						\$225,000
	Biosolids Removal	\$1,400,000					\$2,000,000	\$3,400,000
	WWTP Plant Upgrades	\$1,100,000	\$1,597,000	\$6,597,000	\$8,770,000	\$8,770,000		\$26,834,000
	Cedarhome Collection System	\$275,000						\$275,000
	SR532 and Pioneer Hwy Sewer Crossing	\$800,000						\$800,000
	Pioneer Hwy and SR532 Sewer Main	\$600,000						\$600,000
	WWTP Telemetry Upgrades			\$104,000				\$104,000
	WWTP Generator Replacement					\$202,000	\$1,009,000	\$1,211,000
	Existing Secondary Clarifier No. 2 Replacement					\$195,000	\$971,000	\$1,166,000
	Existing Secondary Clarifier No. 1 Replacement					\$195,000	\$971,000	\$1,166,000
	272nd St / 76th Dr Main Replacement	\$150,000						\$150,000
	UV System Replacement and Expansion					\$182,000	\$725,000	\$907,000
	Twin City Mile-271st Camano Street to 94th Main Repl.	\$200,000	\$850,000	\$850,000				\$1,900,000
	99th/272nd Pl Main Replacement				\$110,000	\$665,000		\$775,000
	GIS Equipment and Set-Up (Sewer)	\$100,000	\$100,000					\$200,000
	Decommission Church Creek Lift Station	\$40,000	\$40,000					\$80,000
	Grit Removal Unit & Classifier Installation			\$409,000	\$1,635,000			\$2,044,000
	Headworks Screen Replacement/Addition			\$228,000	\$1,137,000			\$1,365,000
	274th Sewer Main Replacement	\$700,000						\$700,000
	Sewer Rate Study					\$45,000		\$45,000
	Inflow and Infiltration Study				\$125,000			\$125,000
	Pioneer Hills Lift Station Upgrade	\$350,000						\$350,000
	Cedarhome Dr. Sewer Main Replacement	\$1,285,000						\$1,285,000
	72nd Ave Sewer Main Replacement	\$1,925,000						\$1,925,000
	68th Sewer Main Replacement	\$1,000,000						\$1,000,000
	Total Sewer	\$10,150,000	\$2,587,000	\$8,188,000	\$11,777,000	\$10,254,000	\$5,676,000	\$48,632,000
	Total All Departments	\$26,090,552	\$23,990,800	\$20,373,000	\$23,772,000	\$17,554,000	\$15,626,159	\$127,406,511



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 9c

DATE: November 25, 2024

SUBJECT: Approve Ordinance 1541 Updating Water, Sewer, and Drainage Utility Rates 2025-2030

CONTACT PERSON: David A. Hammond, Finance Director

ATTACHMENTS: A — Ordinance 1541

ISSUE

The issue before council is the approval of the Second Reading and Adoption of Ordinance 1541 to update water, sewer, and drainage utility rates.

RECOMMENDATION

Conduct Second Reading and Adoption of Ordinance 1541 to set water, sewer, and drainage utility rates.

BACKGROUND

The city has undertaken a significant capital improvement program, and the costs of operating utilities continue to rise like any other good or service. The most significant project is an upgrade to the Wastewater Treatment Plant. This project will be nearly \$30 million dollars and is necessary for three reasons: the plant is aging with significant components requiring replacement, the city needs to plan for capacity for the No Meat Factory and capacity for the growth expected over the next five or six years, and finally because regulatory requirements have changed and require different processing. This project also includes construction of a biosolids processing facility and reclamation of the land where the two ponds are located. Given the capital programs underway, the rate increases are reasonable, and it is worth noting that if the city did not have this many new residents/customers coming on-line, then the increases would be much more significant.

Staff presents the proposed rate increases to coincide with approval of the biennial budget. The City Council approved a first reading of the proposed 2025-2026 utility rates on November 14th. After discussion, the City Council unanimously approved first reading.

DISCUSSION

The city's consolidated financial management policy establishes principles upon which utility rates shall be established. These policies include:

- The city will set fees and user charges for each enterprise fund, such as water, sanitary sewer, and storm drainage, at a level that fully supports the total direct and indirect cost of the activity including the cost of annual depreciation of capital assets. Additionally, for analysis and rate modeling purposes, the proposed rates shall also take into account debt service coverage commitments made by the city of 1.25 times annual debt service (minimum). The rates proposed in Ordinance 1540 are forecast to keep the ratio over 1.5 times, which will reduce borrowing costs.
- The city will maintain 60 days operating reserves in each of the utility funds.
- The city will establish a revenue stabilization reserve for the water, sanitary sewer, and storm drainage utilities. The required fund balance shall be set at 25% of revenues from rates.
- The city will establish capital contingency reserve for each utility in the amount of 1% of system fixed assets.
- Bond reserves will be maintained in accordance with debt covenants.
- Equipment replacement reserves will be established for each utility.

The rate study incorporated each of these principles and the discussion below describes the degree the proposed rate changes comply. The utility rate and fee updates are incorporated in the preliminary 2025-2026 operating and capital budget and in the 2025-2030 Capital Improvement Plan.

FINANCIAL IMPACT

Utility Rates—The proposed rate increases a typical residential customer's monthly utility bill \$5.18 from \$118.36 to \$123.54, an increase of 4.4 percent. If the proposed rates are adopted by Council, Stanwood residential rates will remain comparable to neighboring cities.

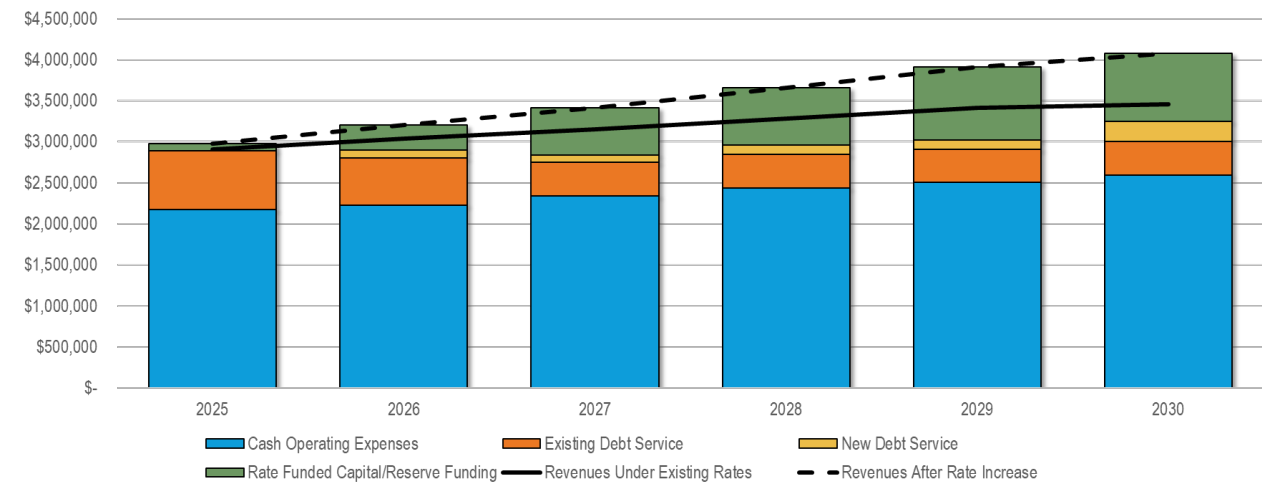
2024 Residential **Monthly** Utility Rate Comparison for Nearby Cities

City	Water Base Rate (how city bills)	Water Base Rate-if all billed @ 600 cubic feet per month	Water Excess Rate per 100 cubic feet	Sewer Base Rate	Sewer Excess Rate per 100 cubic feet	Stormwater Base Rate	Total w/o tax with same usage as Stanwood
Stanwood	\$32.23 (600cf)	\$32.23	\$4.22	\$59.11	\$8.25	\$27.02	\$118.36
Arlington	\$34.19 (300cf)	\$34.19	\$3.13-3.30	\$72.25	Commercial Only	\$ 7.56	\$114.00
Everett	\$27.02 (500cf)	\$27.02	\$5.40	\$87.53	\$9.73	In Sewer rate	\$114.55
Marysville	\$38.30	\$19.15	Commercial Only	\$47.57	Commercial Only	\$12.93	\$79.65
Mount Vernon	\$69.67 (600cf)	\$69.67	Block Charge	\$36.50	\$3.39	\$14.22	\$120.39
Skagit PUD- Water only	\$69.67 (600cf)	\$69.67	Block Charge				

Rate increases for each utility are discussed below.

Water Utility—In 2018, the City Council set rates for 2019 to 2024. Staff has worked with an external consultant (FCS Group) to determine rates necessary to finance future system operating costs and capital investments. The consultant recommendation is for 3% annual rate increases in 2025 to 2030, which is essentially an inflation adjustment level. This rate includes operating expenses, existing and new debt service, a portion of capital investment, as well as fully funding required system cash reserves. In 2024, the rate increased 1.5%.

CHART ONE

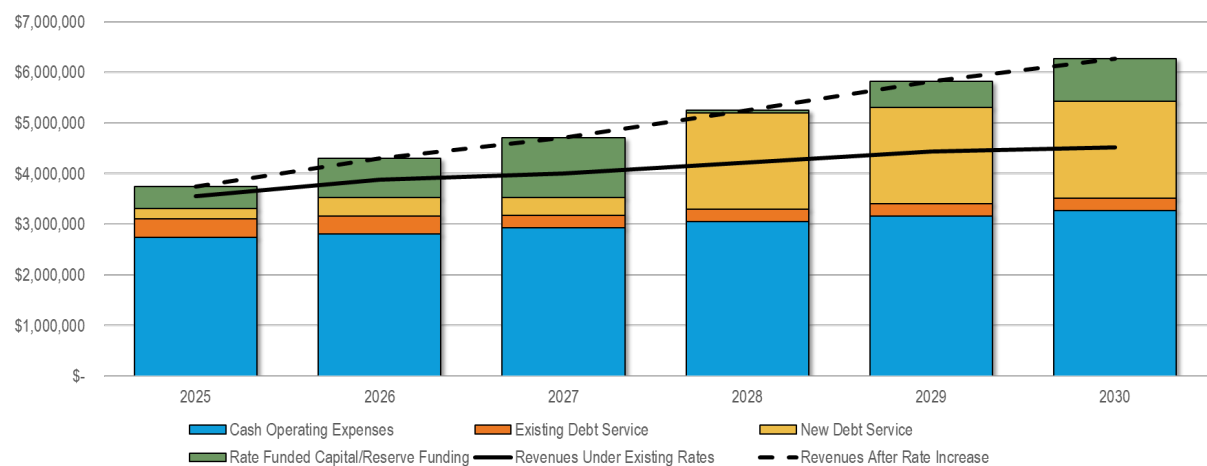


Residential Sample Bill	Existing	2025	2026	2027	2028	2029	2030
Proposed Increase		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Sample Residential Bi-Mo. Bill	\$ 64.46	\$ 66.39	\$ 68.39	\$ 70.44	\$ 72.55	\$ 74.73	\$ 76.97
\$ Bi-Mo. Difference		1.93	1.99	2.05	2.11	2.18	2.24
\$ Mo. Difference		0.97	1.00	1.03	1.06	1.09	1.12

Note: assumes 12ccf water usage bi-monthly | excludes taxes assessed on top of the bill

Sewer Utility—Council previously adopted a 2.2% rate increase effective March 1st. The consultant recommendation is for 5.75% annual rate increases. This rate includes operating expenses, existing and new debt service, a portion of capital investment, as well as fully funding required system cash reserves. Further, the rate proposal provides system reinvestment at an average rate of 41% of annual system depreciation. This amount is less than city policy (100% of depreciation) but is considered reasonable and equitable given the level of debt service and the size of proposed rate increases over the next five years. The following table provides a graphical depiction of the revenue requirement, as well as an estimate of the effect on a typical residential customer over the next six years. In 2024, the rate increased 1.5%.

CHART TWO

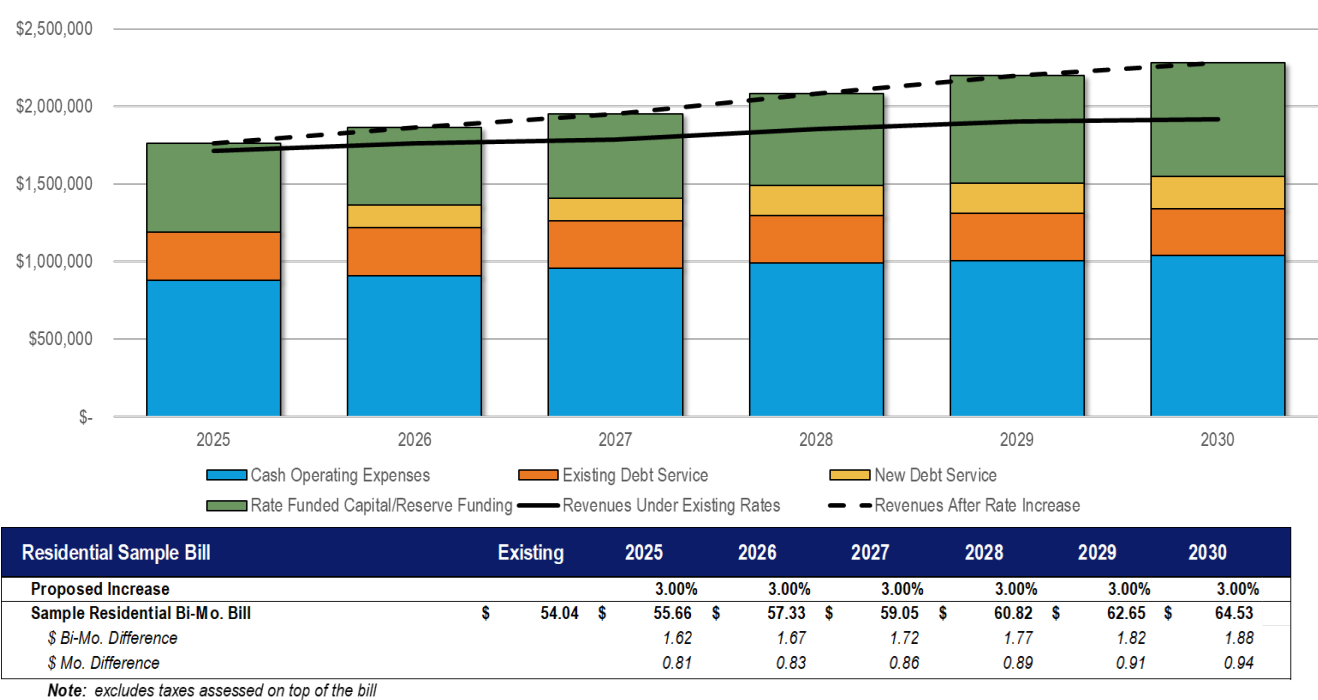


Residential Sample Bill	Existing	2025	2026	2027	2028	2029	2030
Proposed Increase		5.75%	5.75%	5.75%	5.75%	5.75%	5.75%
Sample Residential Bi-Mo. Bill	\$ 118.22	\$ 125.02	\$ 132.21	\$ 139.81	\$ 147.85	\$ 156.35	\$ 165.34
\$ Bi-Mo. Difference		6.80	7.19	7.60	8.04	8.50	8.99
\$ Mo. Difference		3.40	3.59	3.80	4.02	4.25	4.50

Note: assumes 12ccf water usage bi-monthly | excludes taxes assessed on top of the bill

Drainage Utility—The consultant and staff recommendation is for 3% annual rate increases. This rate includes operating expenses, new debt service, a portion of capital investment, as well as fully funding required system cash reserves. Further, the rate proposal provides system reinvestment at an average rate of 93% of annual system depreciation. This amount is less than city policy (100% of depreciation) but is considered reasonable and equitable given the level of debt service and the size of proposed rate increases over the next five years. The following table provides a graphical depiction of the revenue requirement, as well as an estimate of the effect on a typical residential customer over the next six years. In 2024, the rate increased 6.5%.

CHART THREE



Staff has surveyed recent increases and note that several other jurisdictions are faced with steep increases:

City of Snohomish–	Sewer- 10% in 2025 and 2026, followed by 7% for 3 years Water- 21% in 2025, 15% in 2026, followed by 8% for 3 years
City of Edmonds–	Sewer - 10% in 2025, 2026 and 2027 Water - 9% in 2025, 2026 and 2027 Drainage - 12.5% in 2025, 2026 and 2027
City of Lynnwood	Sewer – 20% in 2025, 2026 and 2027 Water – 5.4% in 2025, 2026 and 2027 Drainage – 3.25% in 2025, 2026 and 2027
Skagit PUD	Sewer – 5% in 2024 Water – 5% in 2024 Drainage – 5% in 2024
City of Bothell	Sewer – 4.25% in 2024 Water – 6.25% in 2024 Drainage – 5.75% in 2024

RECOMMENDED MOTION

“I MOVE TO APPROVE THE SECOND READING AND ADOPTION OF ORDINANCE 1541 UPDATING WATER, SEWER, AND DRAINAGE UTILITY RATES 2025-2030”.

ATTACHMENT A

**CITY OF STANWOOD
WASHINGTON**

ORDINANCE 1541

AN ORDINANCE OF THE CITY OF STANWOOD, WASHINGTON, AMENDING STANWOOD MUNICIPAL CODE CHAPTERS 12.04 SEWER SYSTEM RATES AND CHARGES, 12.12 DRAINAGE UTILITY SYSTEM FEES AND FUND, 12.16 WATER UTILITY SYSTEM RATES AND CHARGES: ESTABLISHING SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the City has considered amendments to Stanwood Municipal Code (SMC) Chapters 12.04-12.16 affecting utility rates; and

WHEREAS, by amending Chapters 12.04-12.16 the regulations and responsibilities regarding the City's utility systems including water, sewer, and drainage will be clarified; and

WHEREAS, the City Council reviewed the recommendations from staff; and

WHEREAS, the City Council has determined that it is in the best interests of the City to amend SMC Chapters 12.04.020, 12.12.020 and 12.16.010, relating to the City's utility systems including water, sewer, and drainage.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STANWOOD, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Stanwood Municipal Code Chapters 12.04-12.16 are hereby amended as shown in Exhibit 1.

Section 2. Severability. The various parts, sections and clauses of this ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

Section 3. Effective Date. This Ordinance shall become effective five (5) days after its passage and publication as required by law.

PASSED AND APPROVED by the Stanwood City Council this ____ Day of ____ 2024.

CITY OF STANWOOD

Sid Roberts, Mayor

ATTEST:

By: _____
Lisa Sokolik, City Clerk

APPROVED AS TO FORM:

By: _____
Nikki Thompson, City Attorney

Date of Publication: _____

Effective Date: _____

Chapter 12.04 SEWER SYSTEM RATES AND CHARGES

Sections:

[12.04.020](#) Sewer system rates.

12.04.020 Sewer system rates.

For the furnishing of service to the users and potential users of the city sanitary sewage system, the rates and charges per month are established for the classifications indicated below:

(1) Definitions.

- (a) "Base monthly charge" means the minimum charge to a user per month. For those users whose sewer charge is calculated based on water use, the base monthly charge includes water use up to the base monthly allowance.
- (b) "Units" means the number of dwelling units in a multifamily residence such as a duplex, apartment or condominium; or the number of separate rooms or living units in a nursing home, congregate care or assisted living facility; each having separate bathroom and/or kitchen facilities.
- (c) "Incremental rate" means the dollar amount charged per 100 cubic feet of water use above the base monthly allowance and applies to those users whose sewer fee is calculated based on water use.
- (d) "Sewer charge" means the dollar amount a user is charged for sewer service, calculated based on the sewer rates.
- (e) "Sewer rate" means the dollar amount a user is charged for sewer service per unit of measure. For example, a sewer rate may be in terms of dollars per 100 cubic feet of water used, dollars per student, or other units.
- (f) "Customer" means the legal property owner at time of meter reading.
- (g) "Account" means customer.
- (h) "Low-income household" means a household in which the total annual income is below the very low-income level for the Seattle/Everett area as established and amended by survey from time to time by the United States Department of Housing and Urban Development.
- (i) "Senior citizen" means a person of 62 years of age or older.
- (j) "Disabled person" means a person who qualifies for special parking privileges under RCW [46.16.381](#)(1)(a) through (f), or a blind person as defined in RCW [74.18.020](#), or a person who qualifies for supplemental Social Security benefits due to a disability.

(2) Rates and Charges.

(a) Basis of Rates and Charges. Sewer charges shall be based on the monthly water use as recorded by the city water meters unless indicated otherwise in this section. The charge for residential uses for the summer months, defined herein as May, June, July, and August for accounts in Cycle 1, and June, July, August, and September for accounts in Cycle 2, shall be based on the lesser of the water use for the billing period or the average monthly water use for the preceding September through April, or October through May, period, respectively. If data for the full September through April, or October through May, period are not available, the data will be averaged over the period for which data are available. For new accounts that begin in the defined summer months, the month's charge shall be based on the water use for that month. The charge for nonresidential uses for the months of June, July, August and September shall be based on the water use for that month unless indicated otherwise in this section. Routes included in each cycle shall be determined by the city. A user may elect, at his/her own expense, to install a separate water meter to measure water used for irrigation. An irrigation-only account will then be established and billed separately by the city.

(b)

Sewer System Rates and Charges Effective Date												
Classification	January 1, 2025	January 1, 2026	January 1, 2027	January 1, 2028	January 1, 2029	January 1, 2030						
	Base Monthly	Incremental Rate (per 100 cf)	Base Monthly	Incremental Rate (per 100 cf)	Base Monthly	Incremental Rate (per 100 cf)	Base Monthly	Incremental Rate (per 100 cf)	Base Monthly	Incremental Rate (per 100 cf)	Base Monthly	Incremental Rate (per 100 cf)
Residential:												
Individually metered	\$62.08	\$ 8.67	\$ 65.64	\$ 9.17	\$ 69.42	\$ 9.70	\$ 73.41	\$ 10.25	\$ 77.63	\$ 10.84	\$ 82.10	\$ 11.47
Master metered (Multiplied by Number of Units)	\$62.08	\$ 8.75	\$ 65.64	\$ 9.25	\$ 69.42	\$ 9.78	\$ 73.41	\$ 10.34	\$ 77.63	\$ 10.94	\$ 82.10	\$ 11.57
Commercial:												
Light Commercial	\$62.08	\$ 8.67	\$ 65.64	\$ 9.17	\$ 69.42	\$ 9.70	\$ 73.41	\$ 10.25	\$ 77.63	\$ 10.84	\$ 82.10	\$ 11.47
Heavy Commercial	\$70.56	\$ 10.09	\$ 74.61	\$ 10.67	\$ 78.90	\$ 11.28	\$ 83.44	\$ 11.98	\$ 88.24	\$ 12.62	\$ 93.31	\$ 13.34
General Industrial	\$79.06	\$ 11.50	\$ 83.60	\$ 12.16	\$ 88.41	\$ 12.85	\$ 93.50	\$ 13.59	\$ 98.87	\$ 14.38	\$ 104.56	\$ 15.20

Chapter 12.12 DRAINAGE SYSTEM FEES AND FUND

Section:

[12.12.020](#) Drainage system rates and charges.

For the furnishing of the service to the users and potential users of the city drainage system, the rates and charges per month are established for the classifications indicated below:

(2) Classifications, Rates and Charges.

(a) Classifications.

(i) Residential Uses.

(A) Single-family residences

(B) Multifamily residences means a multifamily residence such as a duplex, apartment or condominium; with separate rooms or living units in a nursing home, congregate care or assisted living facility; each having separate bathroom and/or kitchen facilities.

(ii) Non-residential Uses.

(A) Commercial structure.

(AB) Improved Land areas not provided for in subsection (2)(a)(i)(A) or (2)(a)(i)(B)

(b) Rates and charges effective dates:

Bi-Monthly Rates						
Classification	Jan. 1, 2025	Jan. 1, 2026	Jan. 1, 2027	Jan. 1, 2028	Jan. 1, 2029	Jan. 1, 2030
Single Family Residential	\$ 55.65	\$ 57.32	\$ 59.04	\$ 60.81	\$ 62.64	\$ 64.51
Multi-Family Residential Per	\$ 55.65	\$ 57.32	\$ 59.04	\$ 60.81	\$ 62.64	\$ 64.51
Non Residential Per ERU (3,500 Sq Ft)	\$ 55.65	\$ 57.32	\$ 59.04	\$ 60.81	\$ 62.64	\$ 64.51

Chapter 12.16 WATER SYSTEM RATES AND CHARGES

Sections:

[12.16.010](#) Water service rates.

12.16.010 Water service rates.

(1) For the furnishing of service to users and potential users of the city water system, the rates and charges per month are established for the classifications indicated below.

(2) Water Service Rates – Metered Water. The following rates will be applied for monthly water service:

(a) Water System Monthly Charges Effective Date:

Water System Monthly Rates Effective Date							
		Jan. 1, 2025	Jan. 1, 2026	Jan. 1, 2027	Jan. 1, 2028	Jan. 1, 2029	Jan. 1, 2030
Meter Size (inches)	Quantity Allowed (hundreds of cubic feet per mo.)	Base Monthly	Base Monthly	Base Monthly	Base Monthly	Base Monthly	Base Monthly
3/4"	6	\$ 33.20	\$ 34.19	\$ 35.22	\$ 36.28	\$ 37.36	\$ 38.48
1"	10	\$ 55.41	\$ 57.08	\$ 58.79	\$ 60.55	\$ 62.37	\$ 64.24
1-1/2"	20	\$ 110.50	\$ 113.81	\$ 117.23	\$ 120.74	\$ 124.37	\$ 128.10
2"	40	\$ 176.86	\$ 182.17	\$ 187.63	\$ 193.26	\$ 199.06	\$ 205.03
3"	80	\$ 331.80	\$ 341.76	\$ 352.01	\$ 362.57	\$ 373.45	\$ 384.65
4"	150	\$ 553.11	\$ 569.70	\$ 586.79	\$ 604.40	\$ 622.53	\$ 641.21

(b) Charges for Consumption in Excess of the Quantity Allowed (by Hundreds of Cubic Feet). All amounts in excess of quantity allowed, unless included in the monthly minimum base charge, shall be charged at the following rate per each 100 cubic feet over the base quantity allowed:

Water System Incremental Rates Effective Date						
	Jan. 1, 2025	Jan. 1, 2026	Jan. 1, 2027	Jan. 1, 2028	Jan. 1, 2029	Jan. 1, 2030
Incremental Rate per 100 Cubic Feet	\$ 4.35	\$ 4.48	\$ 4.61	\$ 4.75	\$ 4.89	\$ 5.04



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 10

DATE: November 25, 2024

SUBJECT: Second Reading and adoption of Ordinance 1540 2025-2026 Biennial Budget

CONTACT PERSON: David A. Hammond, Finance Director

ATTACHMENTS: A – Ordinance 1540 2025-2026 Biennial Budget

REFERENCE: [Link to FINAL 2025-2026 Operating and Capital Budgets](#)

PURPOSE

The purpose of this agenda item is to conduct a public hearing on the Preliminary 2025-2026 Biennial Budget and consider the Second Reading and Adoption of Ordinance 1540 2025-2026 Biennial Budget and, which is required by State Law, Ch, 35A.34 RCW.

BACKGROUND

The Preliminary 2025-2026 Biennial Budget was published online November 1, 2024, to the city website, which has been updated and renamed as “Final” and is linked above. Budget workshops included the May 9th Long-Range Financial Planning workshop discussion, the August 8th Capital Improvement Initial Planning Workshop, the September 26th Mayor’s Proposed Budget Workshop, and a second Capital Improvement Planning Workshop on October 10th. The City Council held a public hearing on the proposed 2025-2026 budget on November 14th, no testimony was received regarding the preliminary budget, and the City Council unanimously approved first reading.

ANALYSIS

The 2025-2026 Biennial Budget is comprised of 26 funds with a total projected revenue forecast of \$57,274,425, matched to budgeted appropriations of \$74,405,798 (note: these figures are net of interfund transfers.) The city is projected to begin the 2025-2026 biennium with a beginning fund balance of \$32,497,196 for all funds and an estimated biennium ending fund balance of \$15,365,823. The city’s capital program is extensive, authorizing \$26 million in 2025 and \$24 million in 2026, across utilities, parks, streets, and construction of a new police station. Ordinance 1540 sets forth the Summary Revenues, Expenditures and Fund Balances for all funds, and is also shown in the Budget Overview section of the 2025-2026 Digital Budget Book, link found above.

City of Stanwood Strategic Plan

The City of Stanwood Strategic Plan was developed through an extensive public engagement process, soliciting input from residents, businesses, community organizations, and other stakeholders. This input was synthesized into seven strategic goals spanning areas such as community livability, economic vitality, infrastructure, sustainability, and organizational excellence.

For each goal, the plan outlines specific initiatives and steps to achieve the desired outcomes. The Strategic Plan is designed to be flexible, allowing the City to review, update, and adapt the goals and initiatives as community needs and priorities evolve over time.

This document helped guide development of the 2025-2026 budget. The Plan contains seven goals and associated initiatives derived from the extensive public outreach. Each goal is based on a recurring theme that was important to the community while the initiatives provide strategies on how to achieve that goal.

Goal	Theme
Strengthen our Foundations for Connecting Neighbors and Enhancing Neighborhoods.	<i>Building Strong Communities</i>
Cultivate an Outstanding Quality of Life for All Residents.	<i>Quality of Life</i>
Maintain Financial Stability, Efficiency and Accountability.	<i>Financial Accountability</i>
Deliver High Quality Public Safety and Other City Services to Ensure that Stanwood is a Safe and Healthy Place to Live, Work and Play.	<i>Public Safety</i>
Set Clear Targets for Growth and Implement Measures to Ensure that Growth Occurs in a Sustainable and Controlled Manner.	<i>Managing Growth</i>
Promote Local Businesses and the City as a Great Place to Do Business.	<i>Economic Development</i>
Establish a Sustainable Model for Strengthening and Expanding our Parks, Trails, and Public Spaces.	<i>Parks and Recreation</i>

Major Initiatives in the 2025-2026 Budget

The 2025-2026 Budget works to achieve Council and community priorities by:

- Over \$4 million in Park Development Projects, including:
 - \$1.1 million to construct the new Depot Park on Main Street
 - \$500,000 to advance the Port Susan Trail
 - \$1.4 million for improvements at Heritage Park
 - \$530,000 for improvements at Church Creek
 - \$600,000 for environmental cleanup of new West End triangle property
 - \$315,000 to clean up at Johnson Farm Property
- Over \$7 million in Street Improvements, including:
 - \$1.8 million to complete construction of Viking Way Phase Two
 - \$2.3 million to continue the Twin City Mile Downtown Renovation Project
 - \$1.7 million for Sidewalk and City Beautification Projects
 - \$1.4 million for Street Overlay Projects
 - \$280,000 for safety improvements at SR 532 crossings
- \$7.2 million to construct a new Police Station and Council Meeting Chambers and City Records Archive Room on Pioneer Highway
- \$6 million to Repair the Skagit Bay Dike (delayed from 2024)
- \$5.9 million for Phases Two, Four and Five of the Irvine Slough drainage improvement project.
- \$2.7 million to design improvements at the Wastewater Treatment Plant and Biosolids processing
- Complete the project to rewrite of the Stanwood Municipal Code
- Continue initiatives to transition to paperless work processes
- Continue work with WSDOT on SR532 Intersection Improvements

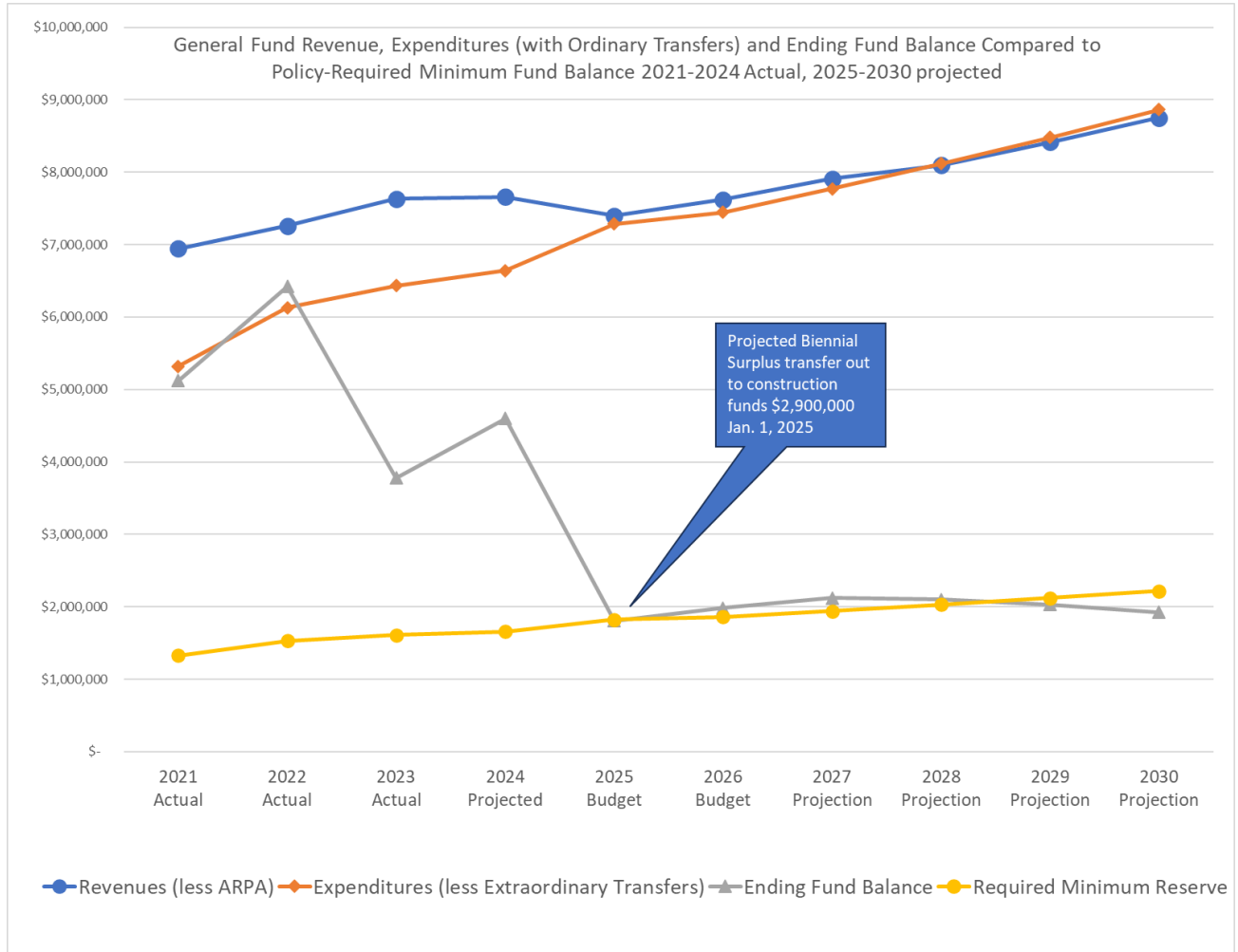
General Fund Overview

The general fund is the main operating fund of the City and includes revenue and expenditure allocations for general government activities that include legislative, public safety, community planning and development, economic development, street maintenance, park maintenance, facility maintenance, along with general administration divisions of finance, human resources, information technology and communications.

Overall general fund revenues are projected at \$14.8 million for 2025-2026; this represents a decrease of 1.6% from 2023-2024 sources. The general fund expenditures budget is \$17.3 million, an increase of 2.2% from the prior budget. Significantly, this expenditure includes \$2.7 million of transfers to capital funds, which will result in a decrease in the ending fund balance of approximately \$2.5 million to \$1.93 million. This ending fund balance will be approximately 26% of operating expenditures, so follows the required minimum reserve of \$1.85 million established by the city council.

Chart One below provides a six-year outlook of the city's revenue and expenditures, and Table One on the following page provides the data supporting the chart.

Chart ONE



General Fund Revenue, Expenditures (with Ordinary Transfers) and Ending Fund Balance
Compared to Policy-Required Minimum Fund Balance 2021-2024 Actual, 2025-2030 Projected

	2021 Actual	2022 Actual	2023 Actual	2024 Projected	2025 Budget	2026 Budget	2027 Projection	2028 Projection	2029 Projection	2030 Projection
Beginning Fund Balance	\$ 4,428,700	\$ 5,123,512	\$ 6,420,478	\$ 3,779,433	\$ 4,598,222	\$ 1,809,282	\$ 1,984,904	\$ 2,121,654	\$ 2,100,678	\$ 2,033,717
General Fund Revenue										
Property tax	\$ 1,826,734	\$ 1,939,484	\$ 2,041,200	\$ 2,111,593	\$ 2,196,286	\$ 2,262,175	\$ 2,330,040	\$ 2,399,941	\$ 2,471,939	\$ 2,546,097
Sales tax	\$ 2,523,757	\$ 2,582,845	\$ 2,646,459	\$ 2,570,000	\$ 2,543,300	\$ 2,645,032	\$ 2,777,284	\$ 2,916,148	\$ 3,061,955	\$ 3,215,053
Utility tax	\$ 1,176,351	\$ 1,383,659	\$ 1,412,330	\$ 1,556,762	\$ 1,550,000	\$ 1,612,000	\$ 1,708,720	\$ 1,811,243	\$ 1,919,918	\$ 2,035,113
Licenses & permits	\$ 510,985	\$ 438,551	\$ 521,597	\$ 436,965	\$ 397,774	\$ 401,752	\$ 405,769	\$ 350,000	\$ 350,000	\$ 350,000
Charges for Services	\$ 388,009	\$ 508,862	\$ 553,403	\$ 577,000	\$ 400,000	\$ 404,000	\$ 408,040	\$ 350,000	\$ 350,000	\$ 350,000
State pass-through	\$ 1,398,640	\$ 1,364,795	\$ 312,524	\$ 245,572	\$ 199,000	\$ 195,000	\$ 190,000	\$ 185,000	\$ 180,000	\$ 175,000
Fines & Misc.	\$ 139,941	\$ 58,890	\$ 144,151	\$ 160,000	\$ 110,000	\$ 100,000	\$ 90,000	\$ 85,000	\$ 80,000	\$ 80,000
	\$ 7,964,417	\$ 8,277,086	\$ 7,631,664	\$ 7,657,892	\$ 7,396,360	\$ 7,619,958	\$ 7,909,853	\$ 8,097,332	\$ 8,413,812	\$ 8,751,263
Less: ARPA	\$ 1,018,070	\$ 1,018,070								
	\$ 6,946,347	\$ 7,259,016	\$ 7,631,664	\$ 7,657,892	\$ 7,396,360	\$ 7,619,958	\$ 7,909,853	\$ 8,097,332	\$ 8,413,812	\$ 8,751,263
General Fund Expenditure	2021	2022	2023	2024	2025	2026				
Operating Expenditures:										
Salaries and Wages	\$ 1,352,689	\$ 1,444,022	\$ 1,662,890	\$ 1,705,114	\$ 1,695,734	\$ 1,829,840				
Personnel Benefits	\$ 520,807	\$ 563,665	\$ 623,415	\$ 638,957	\$ 677,294	\$ 716,570				
Supplies	\$ 39,088	\$ 69,859	\$ 77,885	\$ 67,400	\$ 92,546	\$ 78,890				
Services	\$ 375,417	\$ 698,077	\$ 566,222	\$ 533,742	\$ 663,951	\$ 592,005				
Professional Services	\$ 447,904	\$ 659,508	\$ 520,887	\$ 553,573	\$ 620,066	\$ 467,366				
Public Safety Services Contracts	\$ 1,982,424	\$ 2,000,246	\$ 2,228,961	\$ 2,466,567	\$ 2,650,459	\$ 2,864,415				
Capital	\$ 13,500	\$ 10,400	\$ 1,284	\$ 26,250	\$ 26,250	\$ 26,250				
Operating Subtotal	\$ 4,731,829	\$ 5,445,777	\$ 5,681,544	\$ 5,991,603	\$ 6,426,300	\$ 6,575,336	\$ 6,904,103	\$ 7,249,308	\$ 7,611,773	\$ 7,992,362
Transfers Out:										
Streets	\$ 300,000	\$ 340,000	\$ 370,000	\$ 400,000	\$ 400,000	\$ 400,000				
Equipment	\$ 110,710	\$ 90,343	\$ 80,165	\$ 47,500	\$ 150,000	\$ 150,000				
Tourism	\$ 43,750	\$ 105,000	\$ 80,000	\$ 80,000	\$ 160,000	\$ 165,000				
Rainy Day Fund	\$ 34,313	\$ 50,000	\$ 111,000	\$ -	\$ 24,000	\$ 24,000				
Water (Hydrant Reimb.)	\$ 100,000	\$ 100,000	\$ 110,000	\$ 120,000	\$ 125,000	\$ 130,000				
Ordinary Transfers Out Subtotal	\$ 588,773	\$ 685,343	\$ 751,165	\$ 647,500	\$ 859,000	\$ 869,000				
Operating and Ordinary Transfers	\$ 5,320,602	\$ 6,131,120	\$ 6,432,709	\$ 6,639,103	\$ 7,285,300	\$ 7,444,336	\$ 7,773,103	\$ 8,118,308	\$ 8,480,773	\$ 8,861,362
Extraordinary Transfers	2021	2022	2023	2024						
Floodwall		\$ 564,000	\$ 150,000							
Street Construction		\$ 285,000	\$ 1,190,000	\$ 200,000	\$ 250,000					
Parks Construction	\$ 449,003		\$ 1,500,000		\$ 250,000					
Facilities Capital	\$ 1,500,000		\$ 1,000,000		\$ 2,400,000					
Total Transfers Out	\$ 2,537,776	\$ 1,534,343	\$ 4,591,165	\$ 847,500	\$ 3,759,000	\$ 869,000				
Total Expenditures	\$ 7,269,605	\$ 6,980,120	\$ 10,272,709	\$ 6,839,103	\$ 10,185,300	\$ 7,444,336				
Ending Fund Balance	\$ 5,123,512	\$ 6,420,478	\$ 3,779,433	\$ 4,598,222	\$ 1,809,282	\$ 1,984,904	\$ 2,121,654	\$ 2,100,678	\$ 2,033,717	\$ 1,923,618
Required Minimum Reserve	\$ 1,330,151	\$ 1,532,780	\$ 1,608,177	\$ 1,659,776	\$ 1,821,325	\$ 1,861,084	\$ 1,943,276	\$ 2,029,577	\$ 2,120,193	\$ 2,215,341

Street Operating Fund Overview

The street operating fund is a sub-fund of the General Fund and used to track street maintenance and operations. Street operating costs are increasing due to the added staffing resources necessary to support enhanced service delivery. This fund is supported by the General Fund and this budget also includes funding of \$81,000 in 2025 from the transportation benefit district. The City is projecting approximately \$1.38 million of revenue in 2025-2026, which represents a 10.4% decrease from the prior biennium. Budgeted expenditures are projected to increase by 9.5% or \$127,810 to \$1.48 million in 2025-2026.

Special Revenue Funds Overview

Special Revenue Funds are established to account for a specific revenue source mandated by the City Council, State of Washington or other regulatory authority. These sources then support special programs and capital projects by transferring out funds to other funds. In the case of special revenue funds that primarily support capital investments, longer term cash flow analysis is prepared to not only support the biennial budget allocations for a two-year period but to assess the longer-term impacts on important sources. Special Revenue Fund sources and uses are included by fund in the Fund Summaries chapter of the budget.

Capital Project Funds Overview

As part of the biennial budget, the Capital Improvement Plan (CIP) is updated, and the budget includes sources and uses in the two-year budget for capital investments that are key to achieving community priorities. Capital project allocations are major expenditures and the 2025-2026 budget includes \$50.1 million in capital investments. Note that \$5.5 million of this work will be funded by developers and \$12.3 million will be funded by state, federal and Snohomish County grants. See the Capital improvement sections of the budget book for detailed descriptions of the projects and funding sources.

Utility Funds Overview

The City of Stanwood operates sewer, water, and stormwater utilities.

- Water Operating Fund, the city is projecting \$6.6M of revenue in FY2025-2026, which represents a 21% increase over the prior biennium. Budgeted expenditures are projected to increase by 13% or \$728,800 to \$6.34 million in FY2025-2026. These increases reflect a growing population, higher costs and a significant capital and major maintenance plan.
- Sewer Operating Fund, the City is projecting \$7.3 million of revenue in FY2025-2026, which represents a 10.3% increase over the prior biennium. Budgeted expenditures are projected to increase by 4.8% or \$298,700 to \$6.5 million in FY2025-2026.
- Stormwater (or Drainage) Operating Fund, the City is projecting \$3.5M of revenue in FY2025-2026, which represents an 8.9% increase over the prior year. Budgeted expenditures are projected to increase by 9.9% or \$289,665 to \$3.2 million in FY2025-2026.

These increases reflect a growing population, higher costs and a significant capital and major maintenance plan. The city's rate consultant has evaluated the operating and capital budgets and recommends annual rate increases of 5.75% for Sewer and 3% for Water and Drainage.

	2025-2030 increases
Water	3.0%
Sewer	5.75%
Stormwater	3.0%

City Staffing Overview

City services are provided to the community through the allocation of people and tools. In 2024, the city added one position, Finance Analyst. This preliminary budget plans to not fill two previous full-time positions in effort to offset rising costs:

The Mayor's proposed 2025-2026 budget leaving two positions unfilled:

- Senior Planner
- Associate Engineer

In 2025, the mayor has proposed increasing the Parks Planning Manager position from Part time to Full time.

Approximately two-thirds of the city's employees are union represented. The current collective bargaining agreements expire at the end of 2025.

RECOMMENDATIONS

Staff Recommendation: Staff recommends approval of the second reading and Adoption of Ordinance 1540 after conducting the public hearing to receive public testimony.

Committee/Board Recommendation: N/A. The budget is reviewed by the full City Council.

CITY COUNCIL OPTIONS

The City Council options include:

1. Approve the Second Reading and Adoption of Ordinance 1540, 2025-2026 Biennial Budget.
2. Do not approve Second Reading and Adoption of Ordinance 1540 and direct staff to prepare other budget analysis, and/or make further adjustments. Note: the budget is required to be adopted by December 31, 2024.

PROPOSED MOTION

"I MOVE TO APPROVE THE SECOND READING AND ADOPTION OF ORDINANCE 1540 2025-2026 BIENNIAL BUDGET."

**CITY OF STANWOOD
Stanwood, Washington**

ORDINANCE 1540

AN ORDINANCE ADOPTING A BIENNIAL BUDGET FOR THE CITY OF STANWOOD, WASHINGTON, FOR THE YEARS 2025 AND 2026, AND SETTING FORTH IN SUMMARY FORM THE TOTALS OF ESTIMATED REVENUES AND APPROPRIATIONS FOR EACH SEPARATE FUND AND THE AGGREGATE TOTALS FOR ALL SUCH FUNDS COMBINED.

WHEREAS, State Law, Chapter 35A.34 RCW has provided that the legislative body of any city of the first and second classes and all towns may, by ordinance elect to have a two-year fiscal biennial budget in lieu of the annual budget which is otherwise provided for; and

WHEREAS, State Law, Chapter 35A.11.020 RCW has provided that the legislative body of each code city shall have all powers possible for a city or town to have under the Constitution of this state, and not specifically denied to code cities by law; and

WHEREAS, pursuant to State Law, Chapter 35A.34 RCW, the City of Stanwood, as a code city, is authorized to adopt a two year biennial budget; and

WHEREAS, on July 25, 2013 the City Council adopted Ordinance 1348 establishing a two-year biennial budget for the City of Stanwood for the first two-year budget period beginning January 1, 2015.

WHEREAS, State law requires that the City adopt a biennial budget before the end of the preceding calendar year; and

WHEREAS, the Mayor proposed the 2025-2026 Biennial Budget, on September 26, 2024 to the Stanwood City Council as provided by law; and

WHEREAS, the City Council held public budget and capital workshops on August 8, 2024, September 26, 2024, October 10, 2024, and November 3, 2022, in preparation for the budget for the years 2025 and 2026; and

WHEREAS, as required by law, on November 14, 2024 and November 25, 2024, the City Council has held public hearings and provided opportunity for public comment on the preliminary 2025-2026 Biennial Budget;

NOW THEREFORE, the City Council of the City of Stanwood, Washington do ordain as follows:

Section 1. In accordance with the provisions of Chapter 35A.34 RCW the budget of the City of Stanwood for the years 2025 and 2026 in the aggregate amount of \$48,265,720. is hereby adopted.

Section 2. The totals of budgeted revenues and appropriations for each separate fund are set forth in summary form for 2025 and 2026 and attached as Exhibit A to Ordinance 1540. The Finance Director is hereby authorized to include year-end actual

cash balances in the final budget document as determined at the close of the current fiscal year.

Section 3. Following adoption of this ordinance a copy shall be transmitted to the Office of the State Auditor, the Association of Washington Cities and the Municipal Research Services Center.

Section 4. Effective Date. This ordinance shall take effect and be in force January 1, 2025.

ADOPTED by the City Council and **APPROVED** by the Mayor this 25th day of November 2024.

CITY OF STANWOOD

Sid Roberts, Mayor

ATTEST:

Lisa Sokolik, City Clerk

APPROVED AS TO FORM:

Nikki Thompson, City Attorney

Fund Name	Beginning 2025 Fund Balance	Budget Revenues	Budget Expenditures	2026 Budget Beginning Fund Balance	Budget Revenues	Budget Expenditures	Estimated 2026 Ending Fund Balance
		2025	2025		2026	2026	
General Fund	\$ 4,598,222	\$ 7,396,360	\$ 10,185,116	\$ 1,809,466	\$ 7,650,958	\$ 7,444,320	\$ 2,016,104
Street Operating	\$ 209,171	\$ 678,605	\$ 716,469	\$ 171,307	\$ 698,535	\$ 760,608	\$ 109,234
Street Impact Fees	\$ 179,093	\$ 277,000	\$ 350,000	\$ 106,093	\$ 360,525	\$ 400,000	\$ 66,618
Street Construction	\$ 2,565,306	\$ 3,559,000	\$ 5,064,552	\$ 1,059,754	\$ 1,723,750	\$ 2,288,000	\$ 495,504
Park & Trail Improvement	\$ 1,902,530	\$ 2,215,000	\$ 3,650,000	\$ 467,530	\$ 575,000	\$ 865,000	\$ 177,530
Park Impact Fees	\$ 177,440	\$ 241,000	\$ 100,000	\$ 318,440	\$ 277,000	\$ 250,000	\$ 345,440
Equipment Reserve-General	\$ 543,495	\$ 257,638	\$ 116,257	\$ 684,876	\$ 257,537	\$ 15,435	\$ 926,978
Transportation Benefit Fund	\$ 104,955	\$ 566,500	\$ 600,000	\$ 71,455	\$ 566,500	\$ 500,000	\$ 137,955
Contingency	\$ 620,063	\$ 44,000	\$ -	\$ 664,063	\$ 44,000	\$ -	\$ 708,063
Building Improvement Fund	\$ 3,381,340	\$ 3,075,000	\$ 630,000	\$ 5,826,340	\$ 1,275,000	\$ 6,600,000	\$ 501,340
Tourism And Promotion	\$ 55,882	\$ 166,030	\$ 181,655	\$ 40,257	\$ 167,030	\$ 183,431	\$ 23,856
REET 1: Capital Improvements	\$ 371,684	\$ 160,300	\$ 400,000	\$ 131,984	\$ 160,300	\$ 200,000	\$ 92,284
REET 2 - Growth Management	\$ 274,788	\$ 156,180	\$ -	\$ 430,968	\$ 156,180	\$ 100,000	\$ 487,148
Sewer Operating	\$ 1,878,657	\$ 3,544,698	\$ 3,216,531	\$ 2,206,824	\$ 3,745,359	\$ 3,324,478	\$ 2,627,705
Sewer Construction	\$ 4,328,801	\$ 1,998,750	\$ 5,240,000	\$ 1,087,551	\$ 2,628,750	\$ 2,587,000	\$ 1,129,301
Sewer Plant Investment	\$ 278,360	\$ 545,655	\$ 750,000	\$ 74,015	\$ 190,406	\$ 200,000	\$ 64,421
Sewer Equipment Reserve	\$ 795,000	\$ 137,221	\$ 125,000	\$ 807,221	\$ 133,496	\$ 150,418	\$ 790,299
Drainage Operating	\$ 794,944	\$ 1,719,800	\$ 1,498,435	\$ 1,016,309	\$ 1,770,785	\$ 1,707,856	\$ 1,079,238
Drainage Construction	\$ 3,913,090	\$ 1,650,000	\$ 4,716,000	\$ 847,090	\$ 8,976,000	\$ 8,810,000	\$ 1,013,090
Drainage Plant Investment	\$ 71,353	\$ 142,100	\$ 200,000	\$ 13,453	\$ 142,100	\$ 150,000	\$ 5,553
Drainage Equipment Reserve	\$ 465,900	\$ 77,263	\$ 39,375	\$ 503,788	\$ 77,263	\$ -	\$ 581,051
Water Operating	\$ 965,080	\$ 3,385,672	\$ 3,371,329	\$ 979,423	\$ 3,208,215	\$ 2,977,028	\$ 1,210,610
Water Construction	\$ 2,302,978	\$ 1,857,750	\$ 1,880,000	\$ 2,280,728	\$ 894,250	\$ 2,840,800	\$ 334,178
Cedar Home Plant Investment Fees	\$ 395,807	\$ 138,500	\$ 475,000	\$ 59,307	\$ 189,900	\$ 200,000	\$ 49,207
Water Plant Investment Fees	\$ 867,236	\$ 508,000	\$ 1,250,000	\$ 125,236	\$ 475,000	\$ 550,000	\$ 50,236
Water Equipment Reserve	\$ 456,021	\$ 88,429	\$ 90,000	\$ 454,450	\$ 88,430	\$ -	\$ 542,880
Total Funds	32,497,196	\$34,586,451	\$44,845,719	\$ 22,237,928	\$36,432,269	\$43,104,374	\$15,565,823



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 11

DATE: November 25, 2024

SUBJECT: Ordinance 1544 Dangerous Dog Code Amendment, First Reading

CONTACT PERSON: Patricia Love, Community Development Director
Jason Toner, Police Chief

ATTACHMENTS: A – Ordinance 1544 Dangerous Dog Code Amendment

PURPOSE

The purpose of this agenda item is for Council review and acceptance of the first reading of Ordinance 1544, amending Title – 8, Animals, of the Stanwood Municipal Code, updating the dangerous dog registration regulations.

SUMMARY

As may be necessary from time to time, amendments to the Municipal Code are needed to ensure the code adequately reflects city procedures and best practices. Recently the Police Department identified a gap in the newly adopted animal code ordinance regarding procedures. The following amendments are necessary to ensure the dangerous dog provisions of the code are aligned with Departmental procedures:

- People have 5 business days to register their dog with the Police Department.
- Owners must maintain their dog registration as long as they own the dog.
- The City has 21 calendar days to inspect the owner's property to ensure the dog is secured.

BACKGROUND

The City Council adopted Title 8, Animals, in May of 2024 as part of the Municipal Code Update project. After adoption, the Police Department declared at least two dogs as “potentially dangerous” under the adopted animal code amendments. During this process the Department found a few minor gaps in the code requirements in regard to procedures and compliance timelines.

ANALYSIS

Chapter 8.14, Dogs – Dangerous and Potentially Dangerous, includes the procedure requirements to declare dogs as dangerous / potentially dangerous and the requirements that owners need to take to ensure their dogs are registered and safely secured. The following amendments are necessary to ensure timely compliance and enforcement of the dangerous dog regulations.

8.14.050 Registration Requirement for Potentially Dangerous and Dangerous Dogs

- (1) An owner of a potentially dangerous or dangerous dog must register the dog with the Stanwood Police Department within five business days of obtaining the dog or the dog being declared “potentially dangerous” or “dangerous”.**
- (2) An owner of a potentially dangerous or dangerous dog must maintain their ~~a current certificate registration~~ of for the dog with the police department, including maintaining the current address of the dog with the city at all times. The owner must notify the police department if the dog dies, is removed from the city, or has its ownership transferred to another person.
- (3) Within 21 calendar days of registration, the police department, or their designee, must be permitted to inspect the owner’s property for compliance with the** ~~may not issue a certificate of registration to the owner of a potentially dangerous or dangerous dog unless the owner presents sufficient evidence of compliance with the signage and secure enclosure requirements of SMC 8.14.060 and 070.~~
- ~~(4) No violation of the registration requirements occurs until ten days after the initial declaration of a dog as potentially dangerous or dangerous.~~

Fiscal Impact
No direct financial impact.

RECOMMENDATIONS

Staff Recommendation:

Staff recommends that the Council accept the first reading of the proposed amendments.

Committee/Board Recommendation:

These amendments were not taken to Committees as they are minor in nature and requested by the Police Chief.

CITY COUNCIL OPTIONS

1. Accept the first reading of Ordinance 1544 adopting amendments to the dangerous / potentially dangerous dog regulations.
2. Request changes to Ordinance 1544 and direct staff to address specific Council issues or concerns prior to Council reconsideration the ordinance.

PROPOSED MOTION

“I MOVE TO ACCEPT THE FIRST READING OF ORDINANCE 1544 AS SET FORTH IN ATTACHMENT “A” AND TO PROCEED WITH THE SECOND AND FINAL READING.”

**CITY OF STANWOOD
WASHINGTON****ORDINANCE NO. 1544****AN ORDINANCE OF THE CITY OF STANWOOD, WASHINGTON, AMENDING STANWOOD
MUNICIPAL CODE CHAPTER 8.14. DOGS – DANGEROUS AND POTENTIALLY
DANGEROUS AND ESTABLISHING SEVERABILITY AND AN EFFECTIVE DATE.**

WHEREAS, the city adopted Ordinance 1529 on May 9, 2024, updating the Municipal Code as it relates to animal control, licensing and regulations; and

WHEREAS, recently the Police Department declared a couple of dogs in town as potentially dangerous applying the updated code requirements; and

WHEREAS, the Police Department identified procedure and compliance timeline gaps in the code; and

WHEREAS, an amendment to the Stanwood Municipal Code, Chapter 8.14, Dogs – Dangerous and Potentially Dangerous, is necessary to ensure timely compliance and enforcement of the dangerous dog regulations; and

WHEREAS, the proposed code amendment is not a “development regulation” as defined as RCW 36.70A.030(7) and is therefore exempt from State of Washington Department of Commerce noticing requirements;

WHEREAS, the City Council of Stanwood has authority under Title 35A, RCW to adopt regulations related to operations within the City of Stanwood; and

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STANWOOD,
WASHINGTON, DOES ORDAIN AS FOLLOWS:**

Section 1. Code Revisions. Stanwood Municipal Code Section 8.14.050, Registration Requirement for Potentially Dangerous and Dangerous Dogs, is amended as provided in Exhibit “A” attached to this ordinance and incorporated herein by reference as if set forth in full.

Section 2. Severability. The various parts, sections and clauses of this ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

Section 3. Authority to Make Necessary Corrections. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener’s clerical errors, references, ordinance numbers, section/subsection numbers and any references thereto.

Section 4. Effective Date. This Ordinance shall take effect five days after its passage and publication as required by law.

PASSED and APPROVED this ____ day of _____, 2024.

CITY OF STANWOOD:

Sid Roberts, Mayor

Attest:

Lisa Sokolik, City Clerk

Approved as to Form:

Nikki Thompson, City Attorney

Date of Publication: _____

Effective Date: _____

Exhibit A

Stanwood Municipal Code Chapter 8.14 – Dogs - Dangerous and Potentially Dangerous

Chapter 8.14 Dogs—Dangerous and Potentially Dangerous

8.14.050 Registration Requirement for Potentially Dangerous and Dangerous Dogs

- (1) An owner of a potentially dangerous or dangerous dog must register the dog with the Stanwood Police Department within five business days of obtaining the dog or the dog being declared “potentially dangerous” or “dangerous”.
- (2) An owner of a potentially dangerous or dangerous dog must maintain their ~~a current certificate~~ registration ~~of for~~ the dog with the police department, including maintaining the current address of the dog with the city at all times. The owner must notify the police department if the dog dies, is removed from the city, or has its ownership transferred to another person.
- (3) Within 21 calendar days of registration, the police department, or their designee, must be permitted to inspect the owner’s property for compliance with the ~~may not issue a certificate of registration to the owner of a potentially dangerous or dangerous dog unless the owner presents sufficient evidence of compliance with the signage and secure enclosure requirements of SMC 8.14.060 and 070.~~
- (4) ~~No violation of the registration requirements occurs until ten days after the initial declaration of a dog as potentially dangerous or dangerous.~~