

# CITY OF STANWOOD

*Regular Meeting of the City Council  
Thursday, May 8, 2008 – 7:00 p.m.*

*Stanwood-Camano School District Administration Building Board Room*

## MINUTES

### 1. Call to Order and Pledge of Allegiance

Mayor Dianne W. White called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

### 2. Roll Call

City Clerk Melissa Collins called the roll with the following Councilmembers present: Timothy Loney, Andy Chappel, Conrad Ryer, Bill Carlton and Leonard Kelley.

Councilmembers Wennerberg and Klasse's absences were excused.

Also present: City Administrator Joyce Papke, City Attorney Craig Knutson, Human Resources Director Mathew Pruitt, Public Works Director Andy Bullington, Chief of Police David Bales, Finance Director Crystil Collins, Fire Chief Mike Ganz, Assistant Fire Chief Darin Reid and Interim Community Development Director Micheal Nicholson.

### 3. Special Presentation

Snohomish County Sheriff John Lovick recognized Deputy Stan Breda for 25 years of service. Stanwood Police Chief David Bales presented Deputy Breda with a plaque.

### 4. Staff Announcements

City Administrator Joyce Papke announced Mayor White has received the award of Business Person of the Year from the Stanwood Chamber of Commerce.

Ms. Papke also thanked Councilmember Chappel for his concerns expressed over the parking at Lion's Park and advised Council staff will be looking at how to address the issue.

**5. Citizen Comments**

The following citizens spoke regarding the parking concerns at Lion's Park:

- Ed Terry
- Greg Butler
- Katie Terry

**6. Approval of the Agenda**

Mayor White announced there would be no executive session.

*Motion by Councilmember Loney, second by Councilmember Chappel to approve the amended agenda removing item 11 executive session. Motion carried unanimously.*

**7. Consent Agenda**

a. Approval of Payroll Checks and Vouchers

*Motion by Councilmember Carlton, second by Councilmember Kelley to approve the consent agenda to include item a; voucher checks #12666 through #12716 in the amount of \$81,301.38 and voided checks #12669 through #12670. Payroll checks warrant #4978 through #5048 in the amount of \$93,418.03. Motion carried unanimously.*

**8. New Business**

a. Proclamation proclaiming the Month of May as Relay for Life Month in Stanwood

Mayor White read the proclamation proclaiming the month of May as Relay for Life month in Stanwood and announced that the City relay team has raised more than \$3,000 for this cause.

Councilmember Loney thanked staff for their involvement and volunteering in the Relay for Life.

b. Authorize Mayor to sign the 2008 Amendment to Interlocal Agreement for Emergency Medical Services

Finance Director Crystil Collins presented the staff report. Ms. Collins explained that the City of Stanwood has had an Emergency Medical Services Agreement with Island County Fire Protection District No. 1 for the past two years and both parties wish to continue the partnership.

Director Collins explained that the agreement in effect allows for annual rate adjustments but does not specify how these should be approved. She also stated that the current City Administrator has requested that this be accomplished with an amendment to the current Interlocal Agreement. Ms. Collins added that both parties are in agreement as to the rate and would like the Council's approval for Mayor White to sign the proposed amendment.

*Motion by Councilmember Loney, second by Councilmember Ryer to authorize Mayor White to sign the 2008 Amendment to Interlocal Agreement for Emergency Services.*

*Motion carried unanimously.*

- c. Authorize Mayor to accept the offer from the Lindstrom Development Group Inc., Sign all Documents & Transfer Ownership

Public Works Director Andrew Bullington read the staff report and explained that in December 2007, the Lindstrom Group made a request to the City to transfer ownership per WAC 173-240-104. Per receiving this request the City requested inspection of the facility in the spring of 2007.

Director Bullington went on to say the total cost of the improvements that the Lindstrom Group is proposing to transfer over to the City is \$134,456.46. He added the Lindstrom Group shall provide a two year maintenance and repair bond for 20% of the total cost of the lift station, which is \$26,891.29.

*Motion by Councilmember Ryer, second by Councilmember Loney to authorize Mayor White to accept the offer from the Lindstrom Development Group Inc, and enter into the Sewer Lift Station Agreement to transfer ownership of the sewer lift station located at 265<sup>th</sup> Street NW.*

*Motion carried unanimously.*

- d. Community & Senior Center Funding Proposal for 2008

Human Resources Director Mathew Pruitt presented the staff report and said that at the April 10<sup>th</sup> Council meeting the Council approved a motion to send to the Human Services Committee a funding proposal submitted by the Community and Senior Center in Stanwood.

Director Pruitt said the committee came to two conclusions:

1. During the budget process last year the Council voted to reallocate \$30,000 from the Mayor's budget, intended for human services funding, to a discretionary line item that could not be expended without a vote of the Council. The committee believes that any

funding allocated to the Community and Senior Center should come from that line item.

2. Funding allocated to the Community and Senior Center for 2008 be done in accordance with any future Human Services funding process developed by the committee. The committee felt that any process to allocate Human Services funding should be tied directly to the budget process and since the 2008 budget has already been approved it would be impossible to apply the proposal to any process for the current calendar year.

Director Pruitt said that in discussions regarding the Senior Center's response to questions and their entire proposal, the Human Services Committee considered many factors, which included:

- The City's current financial status;
- The Council's intent during the 2008 budget process, the Council retreat, and the Council meeting on April 10<sup>th</sup>;
- The amount of City funds that have been allocated to the Community and Senior Center in the past, and;
- The amount of City funds that may be available in the future based on any new processes that are developed and implemented.

Director Pruitt concluded by saying the Human Services Committee is recommending that the Council approve an allocation of \$10,000 to the Community and Senior Center, \$5,000 for each project as stated in the Center's response to the committee's questions.

*Motion by Councilmember Chappel, second by Councilmember Kelley to approve the allocation of not the \$10,000 but the original \$30,000 in the Council discretionary portion of the Mayor's 2008 budget, for the purpose of assisting the Community and Senior Center at Stanwood with providing the meal program, Just for Kids, the Care Team Program and the Wellness Program and ask that the contract be drafted describing how the public purpose will be fulfilled.*

A discussion ensued over the dollar amount and the work of the committee.

*Motion by Councilmember Loney, second by Councilmember Ryer to amend the dollar figure and agree with the increase amount and rather than a \$30,000 figure do a \$15,000 figure with a \$7,500 figure for each project and that does give us the capability, provide the support necessary for the Senior Center as well as provide additional dollars if some other requests come in later in the year. Motion carried unanimously.*

Mayor White asked for a vote on the original motion to amend the amount to \$15,000 for the Community and Senior Center.

Roll was called by the City Clerk. Motion carried unanimously.

e. Human Services Contract Process for 2009 & Beyond

Director Pruitt presented the staff report and explained that the proposed contract process includes the following:

1. Human Services is defined as those programs that provide assistance to the indigent, disabled, elderly, sick and/or youth in need.
2. Non-profit organizations interested in receiving human services funding from the City of Stanwood may submit an application by the second Thursday of every June.
3. Non-profit organizations must meet 22 specific requirements when applying for human services funding from the City.
4. Funds available for human services funding are limited to \$5 per capita, based on the Washington State Office of Financial Management's annual population study, only in fiscal years where budgeted expenditures do not exceed forecasted revenues.
5. The Human Services Committee, made up of three Councilmembers appointed by the Mayor and one non-voting staff person, will review all applications based on 12 specific criteria outlined in the process and recommend funding awards.
6. All human services funding recommendations made by the committee will be inserted into the Mayor's proposed budget for the following year.
7. The Council will vote on human services committee funding recommendations as part of the annual budget process.
8. After funding has been approved, a contract between the City and the entity receiving funding will be drafted, outlining the public purpose for the funding.

*Motion by Councilmember Loney, second by Councilmember Ryer to approve the City of Stanwood Human Services Contract process as presented. Motion carried unanimously.*

**9. Report of Officers and Committees**

**a. Mayor's Report**

Mayor White shared a photo of her grandkids. She also discussed a recent meeting at Design Stanwood where a class of 3<sup>rd</sup> through 5<sup>th</sup> graders shared their "Vision of Stanwood". Mayor White announced the class will be presenting their vision at the next Council meeting.

**b. Committee Reports**

Councilmember Carlton reported the Finance Committee met regarding the Emergency Medical Services Interlocal Agreement.

Councilmember Ryer reported the Public Works Committee met regarding two issues that will be presented at the May 22<sup>nd</sup> Council meeting.

**c. Student Advisor Report**

No report was given.

**10. Citizen Closing Comments**

Jean Strzelecki, 28114 82<sup>nd</sup> Drive NW, Stanwood thanked City staff for doing a great job cleaning up Church Creek Park. She also expressed her unhappiness about awarding \$15,000 to the Senior Center.

Christy Connors from the Stanwood Camano Resource Center commended the Mayor for honoring non-profits in Stanwood and congratulated the Senior Center.

Quentin Mitchell, 22314 Marine Drive, Stanwood asked questions regarding the Senior Center amount.

Michelle Johnson from the Stanwood Community and Senior Center thanked Council and the Mayor for their support.

**11. Adjourn to Executive Session**

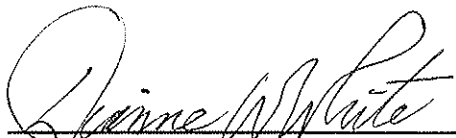
There was no executive session.


**12. Reconvene And Adjourn**

There being no further business before the Council, Mayor White declared the meeting adjourned at 8:00 p.m.

CITY OF STANWOOD

ATTEST:

  
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Dianne W. White, Mayor

  
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Melissa A. Collins, City Clerk