

# CITY OF STANWOOD

*Regular Meeting of the City Council  
Thursday, November 13, 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, Arne Wennerberg, Shelley Klasse, Conrad Ryer, Bill Carlton and Leonard Kelley.

Also present: City Administrator Joyce Papke, City Attorney Grant Weed, Finance Director Crystil Collins, Police Chief Ty Trenary, Public Works Director Andy Bullington, Community Development Director Rebecca Lind and Assistant Fire Chief Darin Reid.

Student Advisor John Mighell was absent.

### 3. Staff Announcements

Police Chief Ty Trenary discussed with Council the neighborhood issues in Lincoln Estates and Church Creek as well as an ordinance pertaining to parking in those neighborhoods. He asked Council for guidance to take the parking ordinance to the Public Safety Committee. Council concurred.

Chief Trenary then complimented Assistant Fire Chief Darin Reid for his actions during the recent flood event.

Assistant Fire Chief Darin Reid provided Council with a report on the recent flood event.

Public Works Director Andy Bullington announced significant progress is being made with the construction of the water treatment plant and completion is estimated to be around the holidays. He also announced that the Public Works Department has received the Army Corps permit for 68<sup>th</sup> Drive.

Community Development Director Rebecca Lind asked Council for a workshop on December 11, 2008 at 6:00 p.m. for a briefing and update on the Economic Development Strategic Plan. She provided a quick update on the activities of the Citizen Advisory Committee and said that they are currently working on how the fiscal analysis applies to specific opportunity areas within the City.

Finance Director Crystil Collins announced the State Auditors are currently here and will stay until next Friday.

**4. Citizen Comments**

There were no citizen comments.

**5. Approval of the Agenda**

Mayor White announced there would be an executive session.

*Motion by Councilmember Loney, second by Councilmember Chappel to approve the agenda as printed. Motion carried unanimously.*

**6. 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 #13335 through #13520 in the amount of \$1,170,482.50; voided checks #13391, 13397, 13439, 13449, and 13463; and payroll checks warrant #5569 and 15601 through #15670 in the amount of \$101,024.38; voided check #5568 and 15643. The vouchers and warrants were reviewed by the Finance Committee and found to be in order. Motion carried unanimously.*

**7. Public Hearing**

a. To Consider Public Testimony Regarding the 2009 Property Tax Levy

1) Ordinance 1240 Levying Taxes for Emergency Medical Services for the Year 2009

2) Ordinance 1241 Levying Taxes upon all Property for the Year 2009

Mayor White opened the public hearing.

Finance Director Crystil Collins presented the staff report explaining that the public hearing on property taxes and revenues for the 2009 budget is required by law.

The major assumptions for the 2009 General Fund revenue budget are:

- Increases in proposed 2009 property tax revenues are primarily related to new construction, annexations, refunds and a 1% increase from the previous year levy amount.
- Development related revenues are based on the number of permits the City expects to issue in 2009.
- Increase in City population will increase "state-shared" per-capita driven revenues.

Ms. Collins then presented the details of the revenue projections and reported that the financial impact on the 2009 revenue due to the 1% property tax increase will be approximately \$17,499 for Ordinance 1240 and \$2,713 for Ordinance 1241. She said additional revenue provided by Ordinance 1240 and 1241 is \$35,209 and \$99 respectively and is mostly due to new construction, improvements to property, and any annexations that have occurred and refunds made.

There being no public testimony, Mayor White closed the public hearing.

*Motion by Councilmember Loney, second by Councilmember Chappel to adopt Ordinance 1240 an ordinance of the City of Stanwood levying taxes upon all property subject to taxation within the corporate limits of the City of Stanwood, Washington for the year 2009. Motion carried unanimously.*

*Motion by Councilmember Loney, second by Councilmember Chappel to adopt Ordinance 1241 an ordinance of the City of Stanwood levying taxes for emergency medical services upon all property subject to taxation within the corporate limits of the City of Stanwood, Washington for the year 2009. Motion carried unanimously.*

b. To Consider Public Testimony Regarding the Preliminary 2009 Budget

1) Ordinance 1239 Adopting the 2009 Budget, 1<sup>st</sup> Reading

Mayor White opened the public hearing.

Director Collins presented the staff report stating the City's 2009 budget process began in July 2008 when the Mayor and staff discussed priorities for the coming year. Since then, department heads and budget preparers have put many hours into preparing department budgets for the coming year with these priorities in mind. She said several meetings were held with the

department heads and City Administrator to discuss and review budget proposals and a final preliminary budget was agreed on in September 2008 and presented to Council in October. Council held workshops to review and make changes.

Ms. Collins went on to say the major assumptions for the 2009 revenue budget are:

- Increases in 2009 property tax revenues related to new construction and annexations into the City and the 1% increase allowable by law.
- Water and sewer utility rate increases.
- City population increases.
- Housing market will slow even more and impact related development revenues.
- One time residual equity transfer from LID Guarantee fund into the General Fund.
- One time residual equity transfer from the Water/Sewer Bond Reserve into the Sewer Fund.

The major assumptions for 2009 expenditures include:

- Cost of living adjustments and step increases.
- Personnel benefit cost adjustments.
- Staffing changes from 2008.
- Professional Services costs.
- EPA required Bio-solids Pond #1 Management and Disposal Program.

Ms. Collins presented the details of the preliminary budget by fund and stated the information is also available to citizens.

There being no public testimony, Mayor White closed the public hearing.

A discussion took place regarding \$40,000 for the Light Brigade group.

Since this is first reading of Ordinance 1239, no action is required. Second reading and adoption is scheduled for the December 11, 2008 Council meeting.

## **8. Report of Officers and Committees**

### **a. Mayor's Report:**

- Presented a list of projects for consideration to Representative Rick Larson for the public hearing regarding a transportation stimulus package.
- Recently returned from Pennsylvania where she spent time with her grandchildren.

b. Committee Reports:

Councilmember Klasse reported the Community Development Committee met and will be bringing forth more information at the December 11, 2008 meeting.

c. Councilmember Reports/Questions:

Councilmember Loney commented on the upcoming Association of Washington Cities (AWC) Legislative Committee meetings.

d. City Administrator Business:

City Administrator Joyce Papke reported on the following:

- Complimented staff for their great job during the potential flood situation.
- Negotiations on two labor agreements are going well. She will need to meet with the Finance Committee within the next three weeks and will have a status report by December 11, 2008 meeting.
- Holiday schedule meeting changes.

*Motion by Councilmember Carlton, second by Councilmember Loney to cancel the second regular meeting for November and the second regular meeting for December.*

*Loney: Yes; Chappel: Yes; Wennerberg: Yes; Klasse: Yes; Ryer: Yes; Carlton: Yes; Kelley: No. Motion carried 6-1.*

**9. Citizens Closing Comments**

There were no citizens closing comments

**10. Adjourn to Executive Session**

Mayor White adjourned the meeting to executive session at 7:50 p.m. for 15-20 minutes to discuss updated pending litigation and potential litigation with no action required.

Those asked to attend included the City Council, Mayor White, City Administrator Joyce Papke, Community Development Director Rebecca Lind, Public Works Director Andy Bullington and City Attorney Grant Weed.

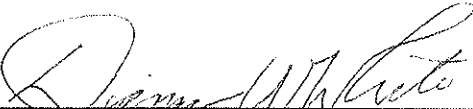
At 8:20 pm, City Attorney Grant Weed requested 15-20 additional minutes.


**11. Reconvene and Adjourn**

The meeting reconvened at 8:50 p.m. There being no further business before the Council, Mayor White declared the meeting adjourned at 8:50 p.m.

CITY OF STANWOOD

ATTEST:

  
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Dianne W. White, Mayor

  
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Melissa A. Collins, City Clerk