

1. Agenda

Documents:

[2-28-19 AGENDA.PDF](#)

2. Meeting Materials

Documents:

[5A FIRE REPORT.PDF](#)

[5B POLICE COMPSTAT REPORT.PDF](#)

[6A CD MINUTES.PDF](#)

[7B 2-7-19 SPECIAL MEETING MINUTES.PDF](#)

[7C 2-14-19 CC MINUTES.PDF](#)

[8A PC WORK PLAN.PDF](#)

[7A VOUCHERS.PDF](#)



**JOINT CITY COUNCIL AND
PLANNING COMMISSION MEETING
AGENDA**

Thursday, February 28, 2019 – 7:00 p.m.

Stanwood Fire Station

8117 267th PL NW, Stanwood, WA 98292

- 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. APPROVAL OF THE AGENDA**
- 4. CITIZEN COMMENTS**
- 5. STAFF REPORTS**
 - a. North County Regional Fire Authority Report – 4th Quarter 2018
 - b. Police Compstat Report – January 2019
- 6. COMMITTEE REPORTS**
 - a. Community Development
- 7. CONSENT AGENDA**
 - a. Approve Vouchers and Payroll Checks
 - b. Approve February 7, 2019 City Council Special Meeting Minutes
 - c. Approve February 14, 2019 City Council Regular Meeting Minutes
- 8. DISCUSSION**
 - a. Planning Commission 2019 Work Plan
- 9. REPORTS OF OFFICERS AND COMMITTEES**
 - a. Mayor's Report
 - b. City Administrator's Report
 - c. Councilmember Reports/Questions
- 10. CITIZEN CLOSING COMMENTS**
- 11. ADJOURN**

Upcoming Meetings:

March 14, 2019 Regular Meeting

March 28, 2019 Regular Meeting



**CITY OF STANWOOD
COUNCIL/PLANNING COMMISSION
AGENDA STAFF REPORT**

ITEM NUMBER: 5a
DATE: February 28, 2019
SUBJECT: 4th Quarter Report 2018
CONTACT PERSON: John C. Cermak, Fire Chief
ATTACHMENTS: 4th Quarter Report 2018

ISSUE:

Per Exhibit 3- Performance Standards/Levels of Service within the Stanwood ILA the North County Regional Fire Authority is required to provide a quarterly report.

SUMMARY STATEMENT

Attached is a copy of the 4th Quarter Report for 2018.

FISCAL IMPACT

None.



North County Regional Fire Authority
4th Quarter, 2018

Memo

TO: City of Stanwood & NCFE Board of Commissioners

FROM: John C. Cermak, Fire Chief

BY: Don Bartlett, Assistant Chief

DATE: January 09, 2019

RE: Quarterly Report in accordance with the 2012 I.L.A. between the City of Stanwood and North County Regional Fire Authority

NORTH COUNTY REGIONAL FIRE AUTHORITY DEPARTMENT OVERVIEW/RECAP

The fourth quarter of 2018 continues to move forward in many areas of growth, change, activities, and challenges.

Below are a number of things that have been taking place (and/or may still be going on) during this last quarter:

- The Scott SCBA's have been ordered through MES Equipment. At this point, per the terms of the contract, the units are to be delivered within 90 days of the accepted order, which is the end of March.
- (No answer received) Grant submitted to the Stillaguamish Tribe of Indians for the purchase of 20 complete sets of ballistic gear to include helmets, vests with front, rear, and side High caliber rifle protection, as well as a medical kit for trauma and a flashlight. This process will close October 24 and a determination of awards is supposed to take place within 10 days after the close of the period.

- (Still awaiting approval or denial) A.F.G. grant has been submitted for an Air, Rehab, and Light vehicle. Currently, there is only one unit (Air-94) for a good majority of the central to the North end of Snohomish County that can respond to scenes to fill SCBA's.
- A promotional process for Lieutenant & Captain was completed, and FF/PM Shaughn Rice has been subsequently promoted to Captain. He will be assigned to Station 97 effective February 01, 2019.
- Successful vote resulting in the City of Stanwood transitioning away from the I.L.A., entering into the Fire Authority as a full partner.
- Successful passing of the SERS ballot measure for A County Wide Radio purchase and upgrade program. The goal at this point in time is to acquire new equipment sometime in 2019.
- Apparatus Committee meetings have been taking place and have come to a point that the basic design has been completed along with the probable manufacturer. In looking into the design, needs, and previous apparatus experience here, Pierce is the manufacturer that is rising to the top of the others in terms of quality, design, assembly, and low recall and repair issues (comparatively). Recently, we also had the opportunity to evaluate, look over, and drive a new Pierce Tender/Engine ordered by ACME Fire Department in Whatcom County. This unit was very close to our needs and priced out at the \$510,000.00 range. This unit was very helpful in assisting us with some issues and questions the committee had regarding engine size, turning radius, water capacity, and apparatus height.
- Per the request of the CERT team and HAM radio operators, Station 97 is undergoing a project to install a "HAM Radio" similar to the one at Station 99 in the Training/EOC room. This will also involve installing an exterior electrical conduit, routing it through the wall, installing a new radio antenna on the building and routing it to the desired location (Most likely the front training/community room). This project allows NCRFA to further enhance EOC communications capability that HAM Radio affords. Even if/when radios and cell phones are down, HAM Radio can still communicate with numerous resources so long as we maintain power for the units.
- The NCRFA CERT program has been growing at a phenomenal rate. Under the direction of Chris Jones and others, they have formed a steering committee, began talks with the school district to work in conjunction with them to aid in disaster preparedness, have HAM radio operators, are working on educational flyers for the school, are working on a "Map your neighborhood program" etc. They have been doing really great things, and the level of participation has been highly impressive. I have attached a copy of the newsletter they have composed to review. At the composition of this information, they have all acquired very professional looking collared polo's with an NCRFA CERT logo, and are in the process of having photos taken in them and then receiving Department issued ID cards.
- Continued work to on-board a Community Based Paramedic and an Assistant Chief of Community Risk Reduction, Prevention, and Emergency Management. As of the composition of this document, conditional offers have been made to two very qualified individuals.

STATION STAFFING (SUPPRESSION & EMS) / EQUIPMENT

Station 90 Staffed 24 hrs. / 7 days (Engine 90, Tender 90 and Medic 90)

Cross-staffed Engine and Medic Unit with one Fire Officer, one Firefighter/EMT, and one Firefighter/Paramedic

Station 92 Volunteer staffed only when dispatched for calls or drills
(Engine 92)

Station 96 Staffed 24 hrs. Cross-staffed Tender and Aid Unit with two Firefighter/EMTs, or “EMT Only” personnel to maintain staffing.

Station 97 Staffed 24 hrs. / 7 days (Engine 97, Tender 97, Medic 97, Boat 97)

Cross-staffed Engine and Medic Unit with a Fire Officer, one Firefighter/Paramedic, and one Firefighter.

Station 99 Staffed 24 hrs. / 7 days (Engine 99, Ladder 99, Medic 99 and A99)

Cross-staffed Engine, Ladder and Medic Unit with an Officer, Paramedic, and one Firefighter
A99 staffed with 2 Firefighter/EMT's

NORTH COUNTY REGIONAL FIRE AUTHORITY DEPARTMENT STAFFING BREAKDOWN

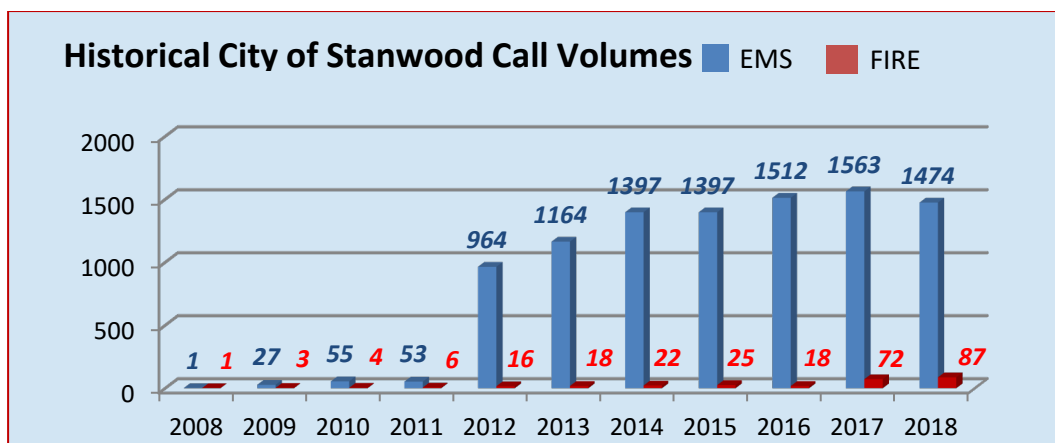
The Line or Suppression portion of the organization is comprised of members focused on providing the “Best service” possible. Of the 64 members of North County Regional Fire Authority, 24 are full-time suppression status (as of 01/09/2018), thirty-three (33) are part-time, five are administrative, and two are Volunteer.

North County Regional Fire Authority, hereafter referred to as NCRFA, is able to provide 24/7 Advanced Life Support (ALS) and Basic Life Support (BLS) with nine paramedics and requiring all other employees to be Washington State Certified Emergency Medical Technicians (EMTs), excluding administrative staff.

Members are managed by the Fire Chief, Assistant Chief of Operations, Battalion Chief of Training, three Captains, and six Lieutenants.

EMERGENCY CALLS FOR ASSISTANCE, COVERAGES, AND RESPONSE DATA

Below is a chart that displays the number of 911 Fire & EMS calls that have been taking place historically in the City of Stanwood:



Cumulatively, over the course of 2018, there was a total call volume of 1631 responses comprised of 1474 EMS calls (851 ALS & 623 BLS), 87 Fire calls, 69 service calls, and 1 other call.

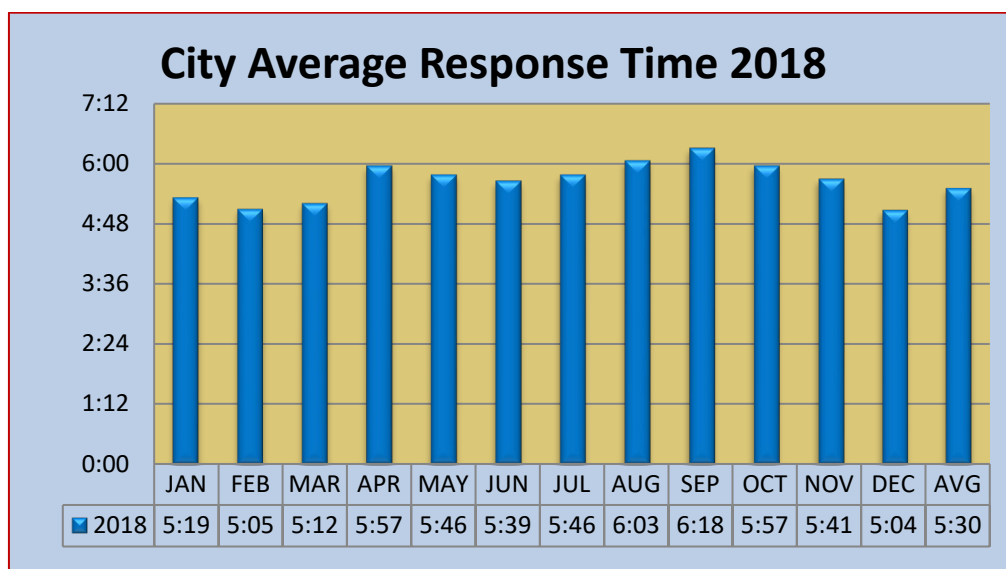
PERFORMANCE MEASURES

The North County Regional Fire Authority takes great pride in providing the communities it serves with excellent services in a prompt and professional manner. The following segments illustrate this care and determination in the categories of response time, training hours, response activities and fire inspections.

AVERAGE RESPONSE TIMES

North County Regional Fire Authority maintains an average response time of fewer than six minutes and thirty seconds (06:30 minutes) for all Fire and EMS calls within the City of Stanwood. Average response times are calculated by summing the time of dispatch to arrival on the scene. Cumulatively for 2018, the average response time for City calls is 5:30.

City:



*Note: Countywide, all time-related data is being re-evaluated for accuracy, particularly post implementation of the medical triage program "Pro Q-A". Time increases have been noted and are being evaluated currently by area chiefs, dispatch, and medical personnel.

GENERAL EMERGENCY RESPONSE ACTIVITY

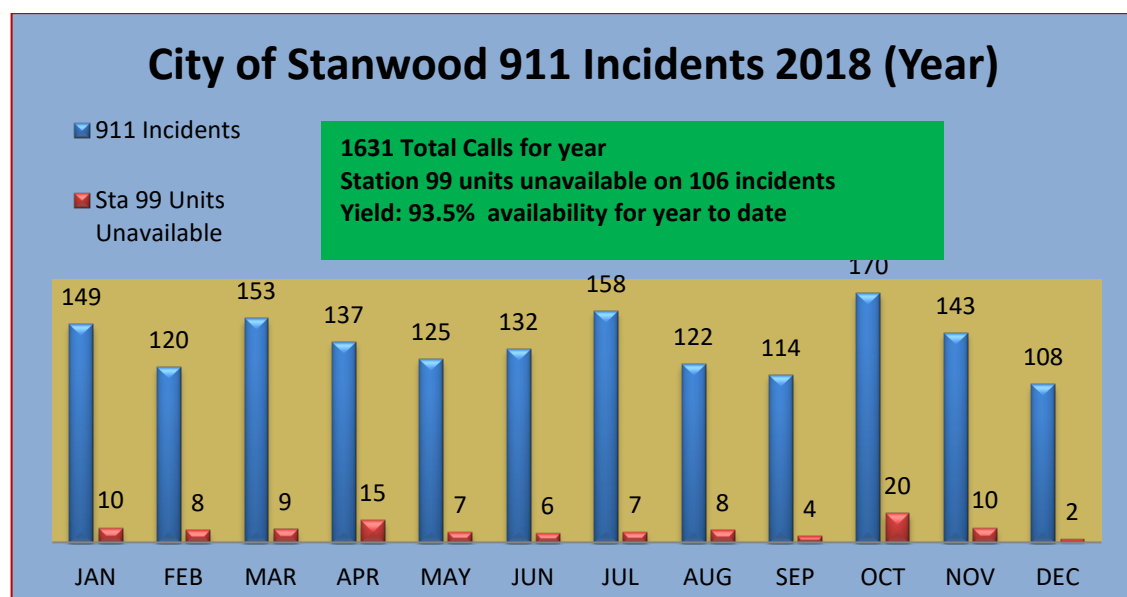
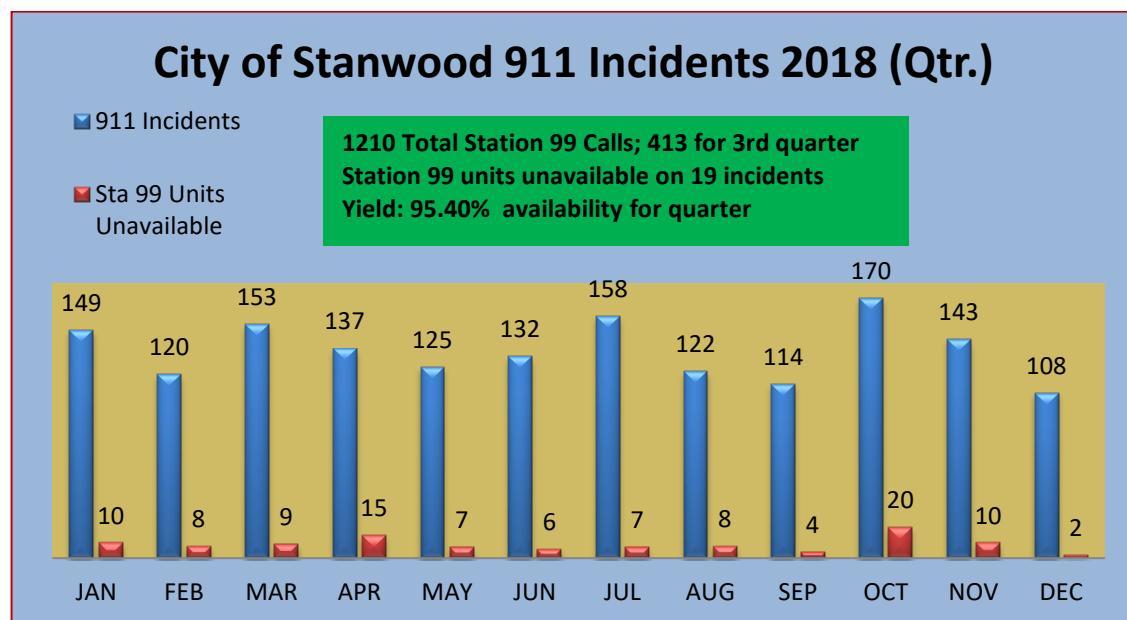
This fourth quarter report continues the pursuit of acquiring the best data possible with the current tools available to us. Numbers for responses are on par with previous years thus far and show signs of being a bit higher this year and to continue that trend going forward based on increased housing and population growth.

Refer to chart on the following page.

SUPPRESSION	1st QRT	2nd QRT	3rd QRT	4th QRT	2018 YTD
Hazardous Condition	1	0	1	1	3
Service Calls	23	24	11	11	69
District EMS Calls (Total)	345	316	322	287	1270
City (Only) Medical	380	353	353	388	1474
City (Only) Fire	18	17	22	22	79
City ALS Calls	216	207	202	226	851
City BLS calls	164	146	151	162	623

AVAILABILITY OF SERVICE CALL PERCENTAGE

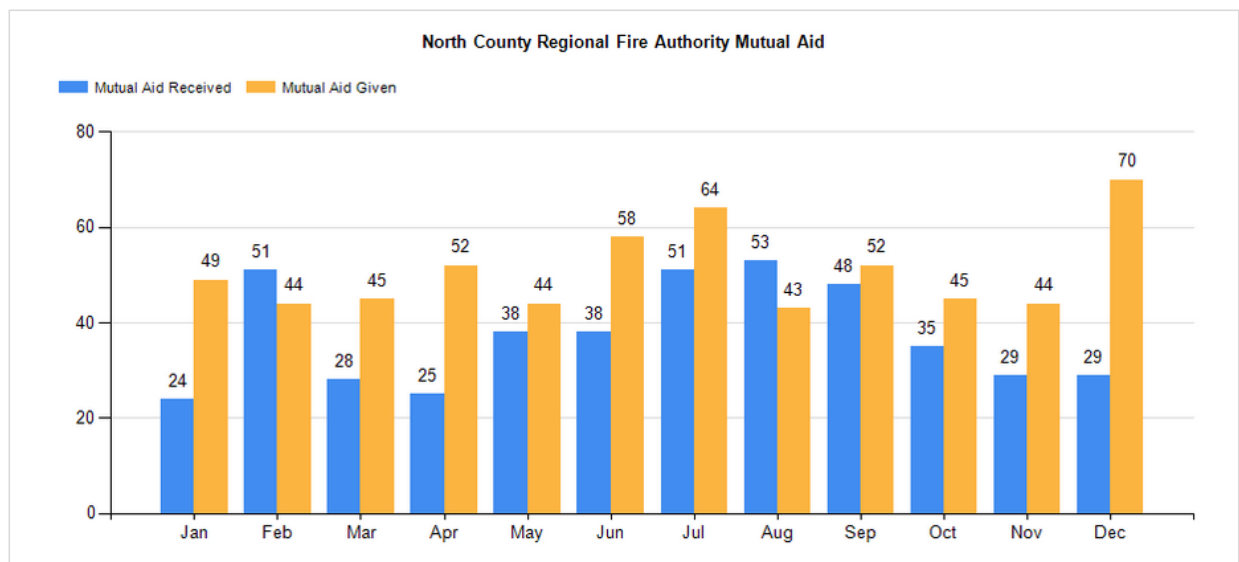
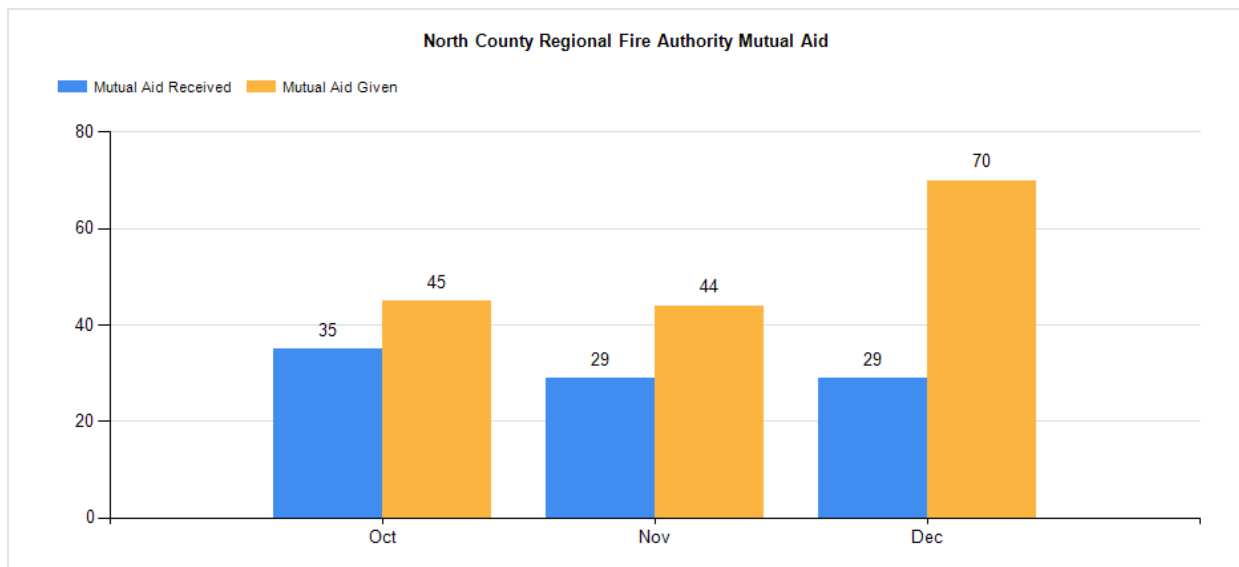
The Fire Authority shall provide sufficient manpower and equipment to maintain an out of service calls percentage for the City. The following chart shows total city calls and the number of calls a 99 unit did not respond due to being out of service on a previous call. These calls were, however, responded to by next nearest available units. Currently & historically we are maintaining a very high availability percentage and not approaching any notable level of unit saturation, or second up issues caused by numerous and or high call loads. Refer to the chart(s) below.



MUTUAL AID INFORMATION

Mutual aid by definition is the rendering of services for another organization's needs, typically agreed to in advance. Mutual aid can be received or provided. This is an important area to track as it will provide information on the availability of your own response district as well as those around you that you have agreements with.

The charts on the following page represent the overall statistics that have been gathered over a quarters' period of time through "First Watch" who gathers the data from SNO911 and assembles it into the requested parameters.



Mutual Aid Received:

☐ Received		93	43:34:33
	Aid FROM	Total # of Resp	Total Task Time
	☐ Arlington Fire Department	41	22:36:14
	☐ Camano Island Fire Rescue	17	5:19:11
	☐ Lake Stevens Fire	2	0:16:59
	☐ Marysville Fire District	11	0:39:11
	☐ Snohomish County Fire District #15	1	0:22:04
	☐ Snohomish County Fire District #19	14	6:57:35
	☐ Snohomish County Fire District #21	2	2:59:12
	☐ Snohomish County Fire District #25	4	4:12:03
	☐ Snohomish County Fire District #4	1	0:12:04

Mutual Aid Given:

Aid Type		Total # of Resp	Total Task Time
☐ Given		159	81:44:35
	Aid TO	Total # of Resp	Total Task Time
	☐	1	
	☐ Arlington Fire Department	23	3:08:25
	☐ Camano Island Fire Rescue	35	24:48:29
	☐ Everett Fire Department	1	
	☐ Marysville Fire District	46	31:16:39
	☐ Snohomish County Fire District #15	18	9:42:51
	☐ Snohomish County Fire District #19	11	4:48:46
	☐ Snohomish County Fire District #21	18	2:23:46
	☐ Snohomish County Fire District #22	1	2:15:05
	☐ Snohomish County Fire District #24	5	3:20:22
		93	43:34:33

Department / Area	Jan +/- Mutal Aid	Feb +/- Mutal Aid	Mar +/- Mutal Aid	Apr +/- Mutal Aid	May +/- Mutal Aid	Jun +/- Mutal Aid	Jul +/- Mutal Aid	Aug +/- Mutal Aid	Sep +/- Mutal Aid	Oct +/- Mutal Aid	Nov +/- Mutal Aid	Dec +/- Mutal Aid	Total
	1	0	0	2	0	0	0	0	0	0	1	0	4
Arlington Fire Department	1	-15	-4	-2	-12	-4	-4	-18	-3	-8	-11	1	-79
Camano Island Fire Rescue	9	5	3	5	-3	-4	3	0	13	1	4	13	49
Everett Fire Department	1	0	0	0	0	0	0	0	-1	0	1	0	1
Lake Stevens Fire	-1	0	0	0	0	0	0	0	-2	0	-2	0	-5
Marysville Fire District	8	14	4	13	14	8	5	9	9	13	14	8	119
Skagit County FD #3	0	0	0	0	0	7	0	0	0	0	0	0	7
Snohomish County Fire District #1	0	0	0	0	0	0	0	0	2	0	0	0	2
Snohomish County Fire District #15	9	2	6	8	10	3	13	2	2	2	6	9	72
Snohomish County Fire District #17	1	0	1	0	0	0	0	0	0	0	0	0	2
Snohomish County Fire District #19	-4	-9	3	-4	0	7	-9	-5	-9	0	0	-3	-33
Snohomish County Fire District #21	-2	-2	3	2	-2	3	2	4	1	1	0	15	25
Snohomish County Fire District #22	0	-1	0	0	-1	-1	-1	0	0	0	1	0	-3
Snohomish County Fire District #24	0	0	0	0	0	1	4	2	0	1	2	2	12
Snohomish County Fire District #25	2	-1	0	3	0	0	0	-3	0	0	0	-4	-3
Snohomish County Fire District #26	0	0	0	0	0	0	0	0	-2	0	0	0	-2
Snohomish County Fire District #27	0	0	0	0	0	1	0	0	0	0	0	0	1
Snohomish County Fire District #4	0	0	1	0	0	0	0	0	-3	0	-1	0	-3
Snohomish County Fire District #7	0	0	0	0	0	0	0	-1	-3	0	0	0	-4
South Snohomish County Fire and Rescue	0	0	0	0	0	-1	0	0	0	0	0	0	-1
Total	25	-7	17	27	6	20	13	-10	4	10	15	41	161

Aid Given = +1, Aid Received = -1

*Chart above utilizes a “net” outcome to show comparison. I.e.: AFD shows we received 79 more mutual aid from them, but conversely, Marysville received 119 more mutual aid responses from us. This suggests/indicates that all agencies are very connected in terms of an action from one affects the other(s).

FIRE INSPECTIONS

The Fire Inspection / Prevention program continues to grow and improve greatly. This is resulting in a more efficient, and professional delivery of these services both for the customer as well as the crews performing them.

Completing the fourth quarter of 2018, we have completed the entry of all occupancies that the City of Stanwood has on file for annual Fire & Life Safety Inspections. We are currently in the process of acquiring information from Snohomish County as to the number and location of all three or more multi-family units located within the City of Stanwood boundaries.

The “New” inspection forms and the process to use them, turn them in, and keep track electronically has been working very well thus far. Our next step is to have all electronic entries made via a wireless Tablet computer. We have purchased two Microsoft Surface Pro 6 units and will be installing FIRE RMS on them shortly. Crews will be able to perform fire inspections in the field, complete them, and forward the report/results directly to the occupancy owner/proprietor via email.

In addition, the units have also been loaded with ESO EHR so that the unit can be used for more than one function. Previous plans were to look into the purchase of other notebooks, however, they are roughly \$4000.00 per unit where these Surface Pros are \$1200.00. A pilot program to begin using them will begin as soon as they have both programs fully functioning.

Below is a brief overview chart of activities for the quarter and year to date. For 2019 there will be improvements to the stats below. This will be due to the increased use of an electronic means of tabulating all of this information. Each time entries are made, it will be kept track of and result in a far more accurate and reportable data set.

Inspections	1st Quarter 2018	2nd Quarter 2018	3rd Quarter 2018	4th Quarter 2018	YTD 2018
Total Inspections	49	41	104	268	462
Re-Inspections	16	13	27	24	80
Target-Hazard Emphasis (Pre-fire walkthrough, familiarization & training.)	15	3	5	10+ *note	33
Total Personnel Hours for Above	27.0 Hrs.	15.91 Hrs.	33.92Hrs	33.92 Hrs.	110.75Hrs

*Note: According to Captain M. Johnsen, crews began utilizing each inspection as a pre-fire walk-through training opportunity. He specifically notes the High School, Stanwood Senior Center and housing (Lincoln Hill), and other large area, target type occupancies.

PUBLIC EDUCATION/COMMUNITY OUTREACH

The fourth quarter of 2018 has seen the participation by the NCRFA in numerous events throughout the city and district overall. These events yield hundreds of hours of participation by Career, Part Time, Volunteer, and Explorer post personnel.

Below is a listing of the events that took place during October, November, and December of 2018:

1. 13 assorted school tours completed by suppression crews.
2. Support and assistance with annual school Run/Walk A-Thon event.
3. 3 station tours for Stanwood transitional schools and Twin City Elementary.
4. Lights of Christmas staffing with two EMT's each of the nights in December.
5. Completion of 6 Santa Run events throughout the District.
6. Santa Claus at Station 99 on December 22.



**CITY OF STANWOOD
COUNCIL/PLANNING COMMISSION
AGENDA STAFF REPORT**

ITEM NUMBER: 5b
DATE: February 28, 2019
SUBJECT: Police January 2019 Compstat Report
CONTACT PERSON: Amanda Slattery, Police Records Clerk
ATTACHMENTS: A – January 2019 Compstat Report

SUMMARY STATEMENT

Attached is the January 2019 Compstat Report for council review.

Stanwood Police Department January 2019

Administrative Personnel

Chief Norm Link

Sergeant Greg Sanders

Amanda Slattery – Stanwood City Employee

Stacey Davis – Stanwood City Employee

Operational Personnel

	Assigned	Vacancies	Percentage
Sergeants	2	0	100%
MPD	0	0	N/A
Deputies	6	0	100%
SRO	1	0	100%
Detectives	1	0	100%
Total	10	0	100%

Area of Operation

The City of Stanwood contracts its police services through the Snohomish County Sheriff's Office. The population for Stanwood is currently 6,635, however due to the makeup of the community the service population is 40,000+. Stanwood's city limit encompasses 2.8 square miles.



COMPSTAT REPORT

Type of Crime	January 2019	Year To Date 2019	January 2018	Year To Date 2018
Homicide	0	0	0	0
Rape	0	0	0	0
Robbery	0	0	2	2
Assault	6	6	5	5
Burglary	3	3	3	3
Larceny	12	12	14	14
Motor Vehicle Theft	2	2	3	3
General	January 2019	Year To Date 2019	January 2018	Year To Date 2018
Calls for Service (Incidents)	678	678	697	697
Case Reports	50	50	57	57
Traffic Collisions	9	9	12	12
Arrests (Adult/Juvenile)	13	13	21	21
Drug Arrests	0	0	4	4
Warrant Arrests	3	3	3	3
Impaired Driving Arrests	1	1	0	0
Infractions Issued	6	6	3	3
Public Disclosure Requests	25	25	47	47
Concealed Pistol Licenses	57	57	60	60
Fingerprinting & Approx. timeframe	50 @ 12.5 hrs	50 @ 12.5 hrs	46 @ 11.5 hrs	46 @ 11.5 hrs

City Collisions for January 2019

City Collisions for January Totals: 9					
Date	Case Number	Location	H & R	Injured	Reason
1/6/2019	2019-115	7100 Block of 267th ST NW			Failure to stop
1/7/2019	2019-132	CEDARHOME RD/TRIANGLE RD			Failure to yeild
1/14/2019	2019-273	27800 Block of 68th AVE NW		x	Following too close
1/15/2019	2019-311	1200 Block of SR 532			Road Rage
1/17/2019	2019-348	PIONEER HWY/SR 532		x	Ran a red light
1/20/2019	2019-430	9900 Block of 271st ST NW			Failure to yeild
1/22/2019	2019-475	8400 Block of CEDARHOME RD			Failure to yeild
1/28/2019	2019-605	8600 Block of SR 532			Failure to stop
1/30/2019	2019-655	9000 Block of SR 532			Failure to stop

Stanwood School District Resource Officer (SRO)
Activity Report January 2019

ACTIVITY	SHS	PSMS	SMS	CES	SES	TCE	EBE	UBE	LHHS
Administrative	35								
Arson									
Assault									1
Bomb Threat									
Burglary									
Collision	1								
Counseling	5								
CPS Referral									
Crisis Planning									
Felony VUCSA									
Fight									
Harassment									
Mal Mis									
Marijuana	1								1
Mental Health									
MIP									
Paraphernalia									
Public Assist									
Runaway									
Sexual Assault									
Suspicious	6		2						2
Teaching	2		2						1
Theft									
Trespass									
Violation of Order									
Warrant									
Weapons									

Stanwood Police Department

Detective Report

January Newsletter

January 2019



T-Mobile cell Phone Theft



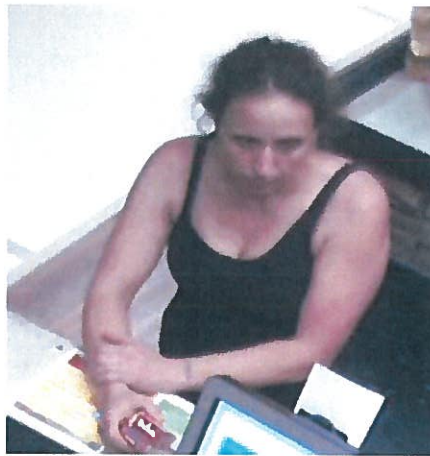
On 01-18-19 at about 4pm a woman entered the Stanwood T-Mobile Store and expressed interest in buying two new iPhones and two Apple watches. During the transaction the manager she was dealing with walked to a room in the back of the store. A short time later, the woman grabbed both cell phones from the counter and ran from the store, despite the fact other store employees were standing nearby.

Deputy Westick responded to the store and collected still images of the female suspect to post on the Stanwood Police Department Facebook page. The woman was identified through tips from citizens and by her father.

A charge of Theft Second Degree is being referred to the Prosecutor's Office.

UPDATE Fraud Investigation

On 10-17-18 Deputy Chaney responded to a fraud complaint at the Stanwood Haggen store and learned a woman attempted to pass a fraudulent check. Further in-



investigation revealed the same woman has been writing checks on fake accounts using different names at various Haggen store locations between July and October, 2018.

The woman has been identified and multiple charges of Identity Theft and Forgery are being referred to the Prosecutor's Office.

Burglary, Vehicle Theft & Credit Card Fraud!

On 01-10-19 Deputy Chaney responded to the report of a burglary in the 8700 block of Nordic Way. The victim discovered an iPad and wallet missing from inside the home the evening of 01-09-19. The victim left the house at about 2am on 01-10-19. When the

victim returned at about 5am, he discovered one of his cars missing and the key to the vehicle missing from inside his house.

One of the victim's credit cards was used at a Stanwood grocery store the evening of 01-09-19. An image of the male associated with the use of the victim's credit card was posted on social media. The subject's brother came to the police department, identified him and advised he does not have a permanent address.

Detective Martin has had contact with the suspect via phone and is attempting to arrange a meeting with him at the police department.



Car similar to the one stolen

Stanwood School District Resource Officer

January 2019



January Newsletter



Behaving Properly in The Online World



SCHOOL TRAINING AND AWRE- N E S S

Students and staff returned from a great holiday break. January was a fairly quiet month at the schools. I was able to do "Proper Online Behavior" presentations at both Stanwood Middle School and Lincoln Hill Academy. The presentation includes not only how to behave properly in the online world, but I also explain the very serious legal consequences if any crimes are committed online, as well as the social consequences that come along with inappropriate online behavior. Students and staff commented on how valuable this teaching is, especially in today's technological world our kids are growing up in.



S P O R T S

Both boys and girls basketball suffered a couple losses in January, but both ended up qualifying for District Playoffs. Boys swim won 3 of 5, while boys wrestling continued to excel. Baseball try-outs are quickly approaching even as the fields remain snow covered.



**CITY OF STANWOOD
COUNCIL/PLANNING COMMISSION
AGENDA STAFF REPORT**

ITEM NUMBER: 6a

DATE: February 28, 2019

SUBJECT: Community Development Committee Meeting Minutes

CONTACT PERSON: Patricia Love, Community Development Director

ATTACHMENTS: A – February 14, 2019 Meeting Minutes

SUMMARY STATEMENT

Minutes from the February 14, 2019 Community Development Committee meeting are attached to this staff report for approval as presented.

**City Council
COMMUNITY DEVELOPMENT COMMITTEE**

**February 14, 2019 Meeting
Meeting Notes**

Attendance:

Council Committee Members and Staff:

Elizabeth Callaghan, Councilmember
Rob Johnson, Councilmember
Dianne White, Councilmember
Patricia Love, Community Development Director
Amy Rusko, Senior Planner

Public:

Tim Schmitt

Excused Absences:

STREET VACATION ORDINANCE:

Over the past several years, the city has received a handful of street vacation applications. The City of Stanwood currently does not have a code section that addresses the process or procedure for street vacations. The City follows Chapter 35.79 RCW for the review and approval of street vacations. In 2017 a draft street vacation ordinance was started, but never completed.

In December of 2017, staff took the draft street vacation ordinance to the Public Works Committee where discussion items included: concerns with the current process, assessing property valuation, creating a new title in the Stanwood Municipal Code and a new chapter for street vacation. Committee recommendation at that time was to take to full council with the recommendation to approve the proposed language for the street vacation ordinance. For unknown reasons, work on the ordinance was delayed.

Staff is currently preparing a draft ordinance under the guidance of the City Attorney. We anticipate that a new Stanwood Municipal Code Chapter 11.48 – Street Vacation will be proposed that includes the following sections:

- Petition/Application for Street Vacation
- Pre-Application Procedure
- Definitions
- Petition Fees
- Petition Procedure
- Resolution Setting Public Hearing
- Compensation (Appraisal or Assessed Value)
- Public Hearing Notice
- Appraisal
- Granting Criteria (Specific to Stanwood: Consistency with Transportation Plan)
- Vacation Ordinance
- Notice of Action to Auditor

The Community Development Committee supports staff to continue working on the street ordinance.

SHEPRO DOCKET STRATEGY:

The intent is to work the ordinance through the Planning Commission and then forward to the City Council for final adoption. Staff is recommending that the ordinance be adopted to customize applications to the City processes, better define the submittal requirements; and add review criteria to the approval process.

The strategy will include the following outlined steps:

Step 1: Comprehensive Plan Evaluation

Step 2: Zoning Code Evaluation

Step 3: TN Development History

Step 4: Data Analysis

Step 5: Alternative Evaluation

Step 6: Public Outreach

Step 7: Adoption Process

The Community Development Committee supports the continued work by staff on the TN zone analysis. Discussions included reviewing the original documents, small café style workshops at Planning Commission meetings, mix of commercial and residential, unintended consequences.

DRAFT 2050 PSRC GROWTH OPTIONS:

The Puget Sound Regional Council is currently working on the 2050 Growth Strategies. These strategies are updated every ten years and are the basis for County population allocations. In 2040 the PSRC growth strategies was based on “Regional Geographies” or by cities. Our 2015 – 2035 Comprehensive Plan is based on growth allocated to Snohomish County then assigned to cities based on land availability and density.

Each alternative distributes anticipated growth – 1.8 million people and 1.2 jobs by 2050 – across the region in different ways.

Population is divided into multiple categories: Metropolitan Cities, Core Cities, High Capacity Communities (HCT), Cities and Towns, Urban Unincorporated Areas and Rural Areas. Stanwood falls in the “Cities and Towns” category. Applying the three strategies, Stanwood could expect to increase its population by:

- Maintain 2040 Growth Strategy: 9%
- Transit Focused Growth Strategy: 6%
- Reset Urban Growth Strategy: 8%

PSRC is currently working on drafting the supplemental Environmental Impact Statement and Plan; adoption of VISION 2050 by the General Assembly is scheduled for spring 2020. Staff is working with Snohomish County on the population projections and will keep the Committee posted as work progresses.

Discussion included Snohomish County percentage numbers, senate and housing bills, affordable housing and the expectation of a hybrid mix of the above options. The SEIS is scheduled to be released on February 28th and comments can be given during the 30 day comment period.

PARKS UPDATE:

Heritage Park:

- Waiting on the wetland report to be finalized
- Negotiating Purchase and Sale Agreement with Josephine
- Waiting on Legislature on Youth Athletic Fields (YAF) funding notice
- Working with PTAC on a recommendation on which project elements to be included in the 2020 work plan

Hamilton:

- Integrated Planning Grant work continues – wetland monitoring will be installed in the next couple of weeks; initial cultural resource report has been prepared
- RCO has confirmed that the ALEA grant has been approved; work will supplement the WDFW boat launch by adding vehicle parking, non-motorized boat launch, drainage improvements and signage
- Staff is meeting with Jim Brennan on Monday, February 11 to start drafting a scope of work for the project
- Soil testing will begin at the Raplee site on February 14 (part of the Hamilton IPG)

Ovenell:

- Staff is meeting with WSDOT on SR 532 Corridor Planning on Thursday February 21; access to Ovenell will be discussed as well
- The PTAC will be discussing and forwarding a recommendation to the City Council on how to proceed with the 2019/2020 funding: forward design to 10% engineering design or clean up the site and open it to the public then hold on further design efforts until Heritage and Hamilton are complete

Discussion about the allocation of resources to Hamilton and Heritage parks to get them finished. Monitoring wells have been installed at Heritage Park and monitoring wells will be installed at Hamilton to determine a more accurate analysis. Work on cleaning up Ovenell Park to be able to open for passive use. The Community Development Committee supports the idea of completing both Hamilton and Heritage Parks and cleaning up Ovenell Park to open for citizen use.

COMMITTEE ELECTIONS:

Election of Committee Chair

Rob Johnson made a motion to elect Elizabeth Callaghan for Committee Chair. Dianne White seconded the motion.

Election of Committee Vice-Chair

Dianne White made a motion to elect Rob Johnson for Committee Vice-Chair. Elizabeth Callaghan seconded the motion.



**CITY OF STANWOOD
COUNCIL/PLANNING COMMISSION
AGENDA STAFF REPORT**

ITEM NUMBER: 7b
DATE: February 28, 2019
SUBJECT: City Council February 7, 2019 Special Meeting Minutes
CONTACT PERSON: Erica Schorn, Deputy Clerk
ATTACHMENTS: A – Council Special Meeting Minutes

SUMMARY STATEMENT

Minutes of the February 7, 2019 Special City Council Meeting are attached.

RECOMMENDED MOTION

I MOVE TO APPROVE THE MINUTES OF THE FEBRUARY 7, 2019 SPECIAL COUNCIL MEETING AS PRESENTED.

CITY OF STANWOOD
Special Meeting of the City Council
Thursday, February 7, 2019 – 5:15 p.m.
10220 270th Street NW, Stanwood, Washington
MINUTES

1. Dinner

Welcome and Introduction

Mayor Kelley called the meeting to order at 5:35 p.m.

The following Councilmembers were present: Rob Johnson, Dianne White, Larry Sather, and Judy Williams. The meeting was quorate.

Also present: City Administrator Jennifer Ferguson, Finance Director David Hammond, Public Works Director Kevin Hushagen, City Engineer/Assistant Public Works Director Shawn Smith, Senior Accountant Wendy Dowhower, and Deputy Clerk Erica Schorn.

Councilmember Elizabeth Callaghan arrived at 5:37 p.m.

Councilmember Tim Pearce arrived at 5:38 p.m.

2. 2019-2020 Work Plan

City Administrator Jennifer Ferguson presented an overview of the 2019-2020 Work Plan with a focus on the following themes: Public Safety, Economic Development, Parks and Recreation, City Facilities and Infrastructure, and Financial Sustainability. She stated that the work plan is a tool to be used to provide information to the community and as a way of measuring progress.

Public Works Director Kevin Hushagen commented that the 272nd street paving project and the design and construction of a new water reservoir and generator were both slated to be started in 2020, but staff would like to move them up to this year.

Discussion

- Create database of current businesses and inventory of available commercial space and land for future business
- GIS capabilities
 - Working with Snohomish County to determine best way for the City to access GIS information
- Future hotel in Stanwood

Stanwood City Council Special Meeting Minutes – February 7, 2019

- Hotel Feasibility study Phase I in work plan
 - Community Survey, Business Survey and Business Recruitment will provide data
 - Snohomish County Tourism Bureau will be collecting data at no cost for feasibility study
- Drainage at Heritage Park
 - Pump and pipe system to pump water out to Lover's Lane to be repaired/replaced
 - Waiting to hear back on grants – will hear back from legislature in coming months
 - Expecting preliminary results from wetlands study in March
 - Scored lower on Parks grant than YAF grant - could move funds slated for Parks grant to YAF grant to get more work done up front
 - Construction would begin in 2020
- Josephine Property Acquisition
 - In active negotiations with Josephine
- Long-term water supply study
 - Study needs to project growth accurately
 - Puget Sound Regional Council will gather the data
 - Work with Island County on their growth projections
 - What are potential options for future water sources?
- Ovenell Park Access at 532
 - Discussing with WSDOT on appropriate location - \$300,000-\$400,000 cost estimate
 - Phase I is to gain access
- Design for future City Hall/Police Station
 - Issue request for proposal in springtime
 - Discussed when item should be placed on ballot
- Public Safety
 - Adding additional officer
 - How to retain officers
 - Mutual assistance – Stanwood/Camano Fire and Police calls
- Decommission of Fure Well
 - Decommission Bryant Well #2 at the same time
- Implement non-motorized plan
 - Trail system from east to west Stanwood
 - Sidewalks by bowling alley
- Will Community Transit pay for additional crosswalk near bus stop by Haggen?
 - Could discuss moving the bus stop closer to the stoplight, but Community Transit will not likely pay for new crosswalk
- Twin City Foods
 - Meeting is being scheduled

3. Adjourn

Mayor Kelley adjourned the meeting at 7:00 p.m.

Stanwood City Council Special Meeting Minutes – February 7, 2019

CITY OF STANWOOD

ATTEST:

Leonard Kelley, Mayor

Erica Schorn, Deputy Clerk



**CITY OF STANWOOD
COUNCIL/PLANNING COMMISSION
AGENDA STAFF REPORT**

ITEM NUMBER: 7c

DATE: February 28, 2019

SUBJECT: City Council February 14, 2019 Regular Meeting Minutes

CONTACT PERSON: Erica Schorn, Deputy Clerk

ATTACHMENTS: A – Council Regular Meeting Minutes

SUMMARY STATEMENT

Minutes of the February 14, 2019 Regular City Council Meeting are attached.

RECOMMENDED MOTION

I MOVE TO APPROVE THE MINUTES OF THE FEBRUARY 14, 2019 REGULAR COUNCIL MEETING AS PRESENTED.

CITY OF STANWOOD
Regular Meeting of the City Council
Thursday, February 14, 2019 – 7:00 p.m.
Stanwood Camano School District Administration Board Room
MINUTES

1. Call to Order and Pledge of Allegiance

Mayor Leonard Kelley called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

2. Roll Call

Deputy Clerk Erica Schorn called the roll with the following Councilmembers present: Rob Johnson, Dianne White, Elizabeth Callaghan, Timothy Pearce, Larry Sather, and Judy Williams. The meeting was quorate.

Also present: City Engineer/Assistant Public Works Director Shawn Smith, Community Development Director Patricia Love, Senior Accountant Wendy Dowhower, Police Chief Norm Link, Fire Chief John Cermak, Attorney Brett Vinson, Senior Planner Amy Rusko, and Deputy Clerk Erica Schorn.

Motion by Councilmember Sather, Second by Councilmember Pearce, to excuse Councilmember McGill. Motion carried unanimously.

3. Approval of the Agenda

Motion by Councilmember Sather, second by Councilmember Pearce, to approve the agenda. Motion carried unanimously.

4. Citizen Comments

Tim Schmitt – 27308 101st Avenue

Mr. Schmitt commented on the recently adopted changes to the business license code. He suggested the city raise the profit threshold from \$2,000 to \$4,000. He is concerned that the city is not accurately capturing business activity in the city.

Cathy Wooten - 27828 84th Ave NW

Mrs. Wooten stated that additional busses for the Snow Goose Festival have been secured through the Warm Beach Senior Center and a backup bus through the Camano Center.

Sid Roberts – 28001 84th Dr NW

Mr. Roberts cautioned council on the use of eminent domain and suggested it only be used when necessary.

5. Staff Reports

a. Finance Report 4th Quarter - 2018

Stanwood City Council Meeting Minutes – February 14, 2019

6. Committee Reports

- a. Finance

7. Consent Agenda

- a. Approve Vouchers and Payroll Checks
- b. Approve January 24, 2019 Regular City Council Meeting Minutes
- c. Resolution 2019-02 Adoption of Water System Emergency Response Plan

Motion by Councilmember Sather, Second by Councilmember White, to approve the consent agenda items a through c. Motion carried unanimously.

8. Adjourn to Executive Session to Discuss Potential Litigation [RCW 42.30.110(1)(i)]

At 7:07 p.m., the Mayor adjourned the meeting to executive session to discuss potential litigation and property acquisition for approximately 8 minutes.

At 7:15, staff announced that Council would be in executive session for an additional ten minutes.

At 7:25 p.m., the Mayor reconvened the meeting.

9. New Business

- a. Ordinance 1471 Authorizing the Acquisition of a Portion of Real Property Identified by Tax Parcel Number: 32041900309300, First Reading, Second Reading and Final Adoption

City Engineer/Assistant Public Works Director Shawn Smith presented Ordinance 1471 authorizing the acquisition of a portion of property adjacent to the hardware store. Staff held off on this ordinance because the property owner seemed willing to work with the city, however, communications have stalled.

Councilmember Johnson stated that he agrees with the comment made earlier regarding using condemnation sparingly, however, this is a situation where other methods have been tried, and this is a last resort option.

Councilmember Callaghan commented that because this is a legal issue, the public cannot be a part of the conversation, but to trust that other options have been tried, and this is the necessary next step.

Councilmember Sather agreed with his colleagues.

Motion by Councilmember Sather, second by Councilmember White, to conduct first and second reading and adopt Ordinance 1471 authorizing the acquisition of portions of real property identified by tax parcel number 32041900309300 under threat of condemnation or by condemnation for the purpose of constructing roadway improvements. Johnson – yes, White – yes, Callaghan – yes, Pearce – yes, Sather – yes, Williams – yes. Motion carried unanimously.

Stanwood City Council Meeting Minutes – February 14, 2019

b. Cedarhome Square Phase I Final Plat Approval

Community Development Director Patricia Love presented the Cedarhome Square Phase I Final Plat for council approval. The preliminary plat of Cedarhome Square was approved for 125 lots. Construction for Phase I includes 51 lots. Staff has found all improvements to be in compliance with city code.

Councilmember Callaghan asked about a timeline for moving the PUD Poles.

Community Development Director Love responded that this is on PUD's timeline and is out of the control of the applicant. The city has received a traffic control plan and liability insurance for the poles, and staff is comfortable moving forward with these assurances in place.

Motion by Councilmember Sather, second by Councilmember Callaghan, to approve the final plat of Cedarhome Square Phase I and to allow the Mayor to sign the final plat in accordance with SMC 16.020.060(3). Motion carried unanimously.

10. Reports of Officers and Committees

a. Mayor's Report

- Mayor Kelley commended the Public Works crew for their amazing job keeping the roads clear during the snow storm over the last week. Crews were working 24/7 for several days.
- Glass Quest begins Friday
- The city was awarded the 2019 Tourism Enhancement Marketing Grant from the Port of Seattle for \$7,500. This grant will be used to enhance marketing efforts on the Discover Stanwood Camano Website.

b. City Administrator's Report

c. Councilmember Reports and Questions

Councilmember Callaghan commented that she loves Stanwood because after local kids took several garbage can lids from her and her surrounding neighbors, they returned all of the lids to the correct garbage cans after using them for sledding.

Councilmember Pearce stated he was impressed by the great job done by the Public Works crew keeping the roads clear.

Councilmember Johnson told a story of the Mayor receiving several calls from Camano Island residents who were complaining that Stanwood was not plowing Camano roads. It was suggested that they move to Stanwood.

Councilmember Sather commented that he received several comments from local citizens regarding the great job done by the Public Works crews.

Stanwood City Council Meeting Minutes – February 14, 2019

11. Citizen Closing Comments

Tim Schmitt - 27308 101st Avenue

Mr. Schmitt commended Cathy Wooten for her stewardship of the Snow Goose Festival. He recognized Deputy Kelly LaFrance for her compassion for the homeless. He complemented the Mayor for being a great ambassador for the city. He commended Public Works staff for their great work clearing the roads, and for some recent repair work done near his residence. He also commented that he enjoys the appearances of Stanley the Elf on the City facebook page.

12. Adjourn

Mayor Leonard Kelley adjourned the meeting at 7:42 p.m.

CITY OF STANWOOD

ATTEST:

Leonard Kelley, Mayor

Erica Schorn, Deputy Clerk



**CITY OF STANWOOD
COUNCIL/PLANNING COMMISSION
AGENDA STAFF REPORT**

ITEM NUMBER: 8a

DATE: February 28, 2019

SUBJECT: Planning Commission / City Council Joint Meeting Discussion

CONTACT PERSON: Patricia Love, Community Development Director

ATTACHMENTS: A – Planning Commission Extended Agenda

ISSUE

Annual City Council and Planning Commission joint meeting to discuss work plan priorities.

SUMMARY STATEMENT

As an advisory body to the City Council, the Planning Commission's yearly work plan is based on city priorities and state mandates. The purpose of the joint meeting is to discuss the work plan, city policies and priorities.

DISCUSSION

In late 2018 the management team worked together to build a holistic city wide work plan implementing the 2019 / 2020 budget themes. The City Council held a special meeting on February 7, 2019 to review the proposed work plan which includes a combination of capital projects and planning initiatives. The Planning Commission's 2019 work plan is based off of the Community Development Department's work items which require review by the Commission.

Major work items include:

- Shoreline Master Plan Code Update
- TN Docket Application
- Park Mitigation Fees
- Off Premise Signage / Way Finding Signage Plan
- Buildable Lands and Population Allocation Discussions
- Annual Capital Facilities Plan Update
- Review Annual Docket Requests

CITY COUNCIL OPTIONS

1. Agree with Planning Commission 2019 Work Plan
2. Suggest changes to the Planning Commission 2019 Work Plan

RECOMMENDED MOTION

N/A – Open Discussion



Planning Commission 2019 Tentative Extended Agenda

Date	Topic
January 7 (Special Meeting)	Public Hearing: Wireless Communication Facilities Public Meeting – Stanwood Schmitt Preliminary Plat Public Meeting – Cambridge Place
January 28	2018 Building Permit / Department Work Load Summary 2019 Work Plan
February 19	TN Zoning Docket Discussion Street Vacation Ordinance
February 25 – Canceled	
February 28 (Thursday)	Joint Planning Commission / City Council Meeting: 2019 Work Plan
March 11	Impact Fee Discussion Draft Shoreline Zoning Code Amendment TN Zoning Docket Discussion
March 25	Public Hearing: Shoreline Zoning Code Amendment Off-Premise Signage Plan Continued TN Zoning Docket Code Amendment
2 nd Quarter	Impact Fees Public Hearing TN Zoning Docket Public Hearing Off-Premise Signage Census / Population Update
3 rd Quarter	2019 Docket Comprehensive Plan Amendment / CIP Public Hearing Buildable Lands Discussion Rollover of 2 nd Quarter Items
4 th Quarter	Rollover of 3 rd Quarter Items



**CITY OF STANWOOD
JOINT COUNCIL/PLANNING COMMISSION
AGENDA STAFF REPORT**

ITEM NUMBER: 7a
DATE: February 28, 2019
SUBJECT: Approval of Voucher and Payroll Checks
CONTACT PERSON: Reina Barber, Accounting Specialist
ATTACHMENTS: A - Voucher Check Detail

SUMMARY STATEMENT

Approve issuance of Washington Federal Bank voucher checks 30866 through 30918 and electronic funds transfers from Washington Federal Bank in the amount of \$215,544.86. Approve issuance of Washington Federal Bank payroll checks 1579 through 1586 and Washington Federal Bank payroll electronic funds transfers in the amount of \$281,183.44.

RECOMMENDED MOTION

I MOVE TO APPROVE ISSUANCE OF WASHINGTON FEDERAL BANK VOUCHER CHECKS 30866 THROUGH 30918 AND ELECTRONIC FUNDS TRANSFERS FROM WASHINGTON FEDERAL BANK IN THE AMOUNT OF \$215,544.86. APPROVE ISSUANCE OF WASHINGTON FEDERAL BANK PAYROLL CHECKS 1579 THROUGH 1586 AND WASHINGTON FEDERAL BANK PAYROLL ELECTRONIC FUNDS TRANSFERS IN THE AMOUNT OF \$281,183.44.

CHECK REGISTER

City Of Stanwood

MCAG #: 0695

02/07/2019 To: 02/22/2019

Time: 10:06:58 Date: 02/22/2019

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
745	02/11/2019	Claims	3	30866	Kevin Davis	17.00	City Of Stanwood
746	02/11/2019	Claims	3	30867	Devin Grohs	34.00	City Of Stanwood
747	02/11/2019	Claims	3	30868	Trevor Harrison	167.00	City Of Stanwood; City Of Stanwood
797	02/13/2019	Claims	3	30869	APP- Associated Petroleum Products	2,031.11	04-0100494
798	02/13/2019	Claims	3	30870	APWA- (American Public Works Assoc.)	227.00	ID 813304
799	02/13/2019	Claims	3	30871	Accu-Comm Inc	910.10	230006
800	02/13/2019	Claims	3	30872	American Planning Assn	369.00	Amy Rusko Id #297777
801	02/13/2019	Claims	3	30873	Association Of Wa Cities *	4,405.00	13796
802	02/13/2019	Claims	3	30874	BHC Consultants, LLC	15,064.50	Project 18-10515.01
803	02/13/2019	Claims	3	30875	Bruce C Allen & Associates, Inc	7,600.00	City Of Stanwood
804	02/13/2019	Claims	3	30876	Cascade Natural Gas Corp	901.06	498 440 0000 7; 127 540 0000 3; 931 607 9072 6; 953 540 0000 2; 839 440 0000 5; 608 440 0000 4
805	02/13/2019	Claims	3	30877	City of Everett *	185.00	STACITG
806	02/13/2019	Claims	3	30878	Confluence Environmental Company, Inc	6,172.50	City Of Stanwood
807	02/13/2019	Claims	3	30879	Databar Inc.	275.55	8952
808	02/13/2019	Claims	3	30880	Edge Analytical Inc	1,784.76	STA01; STA01
809	02/13/2019	Claims	3	30881	Environment Control	1,116.22	257778
810	02/13/2019	Claims	3	30882	Forest Land Services Inc	2,294.70	City Of Stanwood
811	02/13/2019	Claims	3	30883	GCSIT solutions	12,493.05	City Of Stanwood; City Of Stanwood; City Of Stanwood; City Of Stanwood
812	02/13/2019	Claims	3	30884	HB Jaeger Company LLC	2,846.59	3330
813	02/13/2019	Claims	3	30885	Haggen Inc	32.40	City Of Stanwood; City Of Stanwood
814	02/13/2019	Claims	3	30886	Hamilton Lumber LLC	859.35	City Of Stanwood
815	02/13/2019	Claims	3	30887	Harmen LLC	292.25	City Of Stanwood
816	02/13/2019	Claims	3	30888	Herc Equipment Rental Corp.	3,844.16	1024925
817	02/13/2019	Claims	3	30889	LEIRA	100.00	City Of Stanwood
818	02/13/2019	Claims	3	30890	Navia Benefits	50.00	City Of Stanwood
819	02/13/2019	Claims	3	30891	Northend Truck Equipment Inc	518.70	City Of Stanwood
820	02/13/2019	Claims	3	30892	O'Reilly Auto Parts	7.29	1872464
821	02/13/2019	Claims	3	30893	Office Depot	394.48	36274097; 36274097
822	02/13/2019	Claims	3	30894	PCE Pacific	1,143.96	City Of Stanwood
823	02/13/2019	Claims	3	30895	PUD Of Snohomish County *	10,800.47	200208858; 220923312; 202423729; 202982351; 200367373
824	02/13/2019	Claims	3	30896	Pacific Rim Code Services Inc	29,703.00	City Of Stanwood
825	02/13/2019	Claims	3	30897	Petty Cash/ Marcy Mathis -Custodian	21.47	City Of Stanwood
826	02/13/2019	Claims	3	30898	Philips Publishing Group	750.00	City Of Stanwood
827	02/13/2019	Claims	3	30899	RH2 Engineering Inc	58,992.67	City Of Stanwood; City Of Stanwood
828	02/13/2019	Claims	3	30900	Ricoh USA, Inc.	1,624.14	1316669-3660140; 1316669-3660090; 1316669-3660142; 1316669-3659652; 1316669-3660143
829	02/13/2019	Claims	3	30901	Site Development Associates, LLC	10,963.75	City Of Stanwood
830	02/13/2019	Claims	3	30902	Sno Co Auditor's Office	8,195.89	City Of Stanwood
831	02/13/2019	Claims	3	30903	Sno Co Public Works *	106.87	SWMSTANW
832	02/13/2019	Claims	3	30904	Sno Co Sheriff's Office - CB	51.39	City Of Stanwood
833	02/13/2019	Claims	3	30905	Snohomish County 911	6,899.07	City Of Stanwood

CHECK REGISTER

City Of Stanwood
MCAG #: 0695

02/07/2019 To: 02/22/2019

Time: 10:06:58 Date: 02/22/2019
Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
834	02/13/2019	Claims	3	30906	Stanwood Ace Hardware/ Jks Ventures	156.83	20013
835	02/13/2019	Claims	3	30907	Stanwood Auto Parts	316.67	56100
836	02/13/2019	Claims	3	30908	Stanwood Hardware	646.23	1414
837	02/13/2019	Claims	3	30909	Strategies 360 Inc	1,500.00	City Of Stanwood
838	02/13/2019	Claims	3	30910	US Bank	2,562.32	4485 5945 5564 1495
839	02/13/2019	Claims	3	30911	Unum Life Insurance	88.40	City Of Stanwood
840	02/13/2019	Claims	3	30912	Utilities Underground Loc	63.21	134200
841	02/13/2019	Claims	3	30913	Verizon Wireless	1,003.32	372541731-00001
842	02/13/2019	Claims	3	30914	WA St Department Of Health	4,237.50	83650 H
843	02/13/2019	Claims	3	30915	WA St Dept of Transportation *	127.36	916001509
844	02/13/2019	Claims	3	30916	Waste Management Skagit	154.18	8-34465-95001
845	02/13/2019	Claims	3	30917	Weed, Graafstra & Associates, Inc., P.S	9,963.25	3868-0000M
846	02/13/2019	Claims	3	30918	Xpress/Bill Pay	480.14	10290
						001 General Fund	62,136.52
						101 Street Fund	2,717.48
						103 Street Construction Fund	10,384.25
						104 Park Improvement Fund	3,174.75
						110 Building Improvement Fund	384.00
						401 Sewer Fund	11,455.61
						403 Sewer Construction Fund	56,850.28
						410 Drainage Fund	2,216.58
						411 Drainage Construction Fund	17,136.25
						421 Water Fund	12,320.94
						422 Water Construction Fund	36,768.20
						Claims:	215,544.86
						215,544.86	

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  Date: 2-22-19
() Deputy Finance Director

CHECK REGISTER

City Of Stanwood

MCAG #: 0695

02/07/2019 To: 02/22/2019

Time: 10:07:13 Date: 02/22/2019

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
645	02/08/2019	Payroll	3	EFT		4,117.55	January 2019 Payroll
646	02/08/2019	Payroll	3	EFT		3,757.29	January 2019 Payroll
647	02/08/2019	Payroll	3	EFT		2,151.13	January 2019 Payroll
648	02/08/2019	Payroll	3	EFT		345.09	January 2019 Payroll
649	02/08/2019	Payroll	3	EFT		3,000.94	January 2019 Payroll
650	02/08/2019	Payroll	3	EFT		5,340.84	January 2019 Payroll
651	02/08/2019	Payroll	3	EFT		3,420.42	January 2019 Payroll
652	02/08/2019	Payroll	3	EFT		1,875.54	January 2019 Payroll
653	02/08/2019	Payroll	3	EFT		5,902.66	January 2019 Payroll
654	02/08/2019	Payroll	3	EFT		5,096.78	January 2019 Payroll
655	02/08/2019	Payroll	3	EFT		2,214.19	January 2019 Payroll
656	02/08/2019	Payroll	3	EFT		3,992.50	January 2019 Payroll
657	02/08/2019	Payroll	3	EFT		3,206.47	January 2019 Payroll
658	02/08/2019	Payroll	3	EFT		475.60	January 2019 Payroll
659	02/08/2019	Payroll	3	EFT		2,816.64	January 2019 Payroll
660	02/08/2019	Payroll	3	EFT		5,506.73	January 2019 Payroll
661	02/08/2019	Payroll	3	EFT		345.23	January 2019 Payroll
662	02/08/2019	Payroll	3	EFT		4,441.68	January 2019 Payroll
663	02/08/2019	Payroll	3	EFT		874.80	January 2019 Payroll
664	02/08/2019	Payroll	3	EFT		590.47	January 2019 Payroll
665	02/08/2019	Payroll	3	EFT		3,914.98	January 2019 Payroll
666	02/08/2019	Payroll	3	EFT		3,213.59	January 2019 Payroll
667	02/08/2019	Payroll	3	EFT		295.09	January 2019 Payroll
668	02/08/2019	Payroll	3	EFT		345.16	January 2019 Payroll
669	02/08/2019	Payroll	3	EFT		2,843.07	January 2019 Payroll
670	02/08/2019	Payroll	3	EFT		1,414.15	January 2019 Payroll
671	02/08/2019	Payroll	3	EFT		4,994.75	January 2019 Payroll
672	02/08/2019	Payroll	3	EFT		339.38	January 2019 Payroll
673	02/08/2019	Payroll	3	EFT		2,156.02	January 2019 Payroll
674	02/08/2019	Payroll	3	EFT		2,546.20	January 2019 Payroll
675	02/08/2019	Payroll	3	EFT		3,469.65	January 2019 Payroll
676	02/08/2019	Payroll	3	EFT		2,403.99	January 2019 Payroll
677	02/08/2019	Payroll	3	EFT		3,773.54	January 2019 Payroll
678	02/08/2019	Payroll	3	EFT		3,317.13	January 2019 Payroll
679	02/08/2019	Payroll	3	EFT		2,087.62	January 2019 Payroll
680	02/08/2019	Payroll	3	EFT		2,398.58	January 2019 Payroll
681	02/08/2019	Payroll	3	EFT		2,780.14	January 2019 Payroll
682	02/08/2019	Payroll	3	EFT		345.02	January 2019 Payroll
683	02/08/2019	Payroll	3	EFT		345.09	January 2019 Payroll
684	02/08/2019	Payroll	3	EFT		1,328.18	January 2019 Payroll
690	02/08/2019	Payroll	3	EFT	Department Of Retirement Systems	38,759.10	Pay Cycle(s) 02/08/2019 To 02/08/2019 - PERS2; Pay Cycle(s) 02/08/2019 To 02/08/2019 - PERS 3; Pay Cycle(s) 02/08/2019 To 02/08/2019 - 457 - DRS (DCP)
691	02/08/2019	Payroll	3	EFT	Internal Revenue Service (941)	45,538.95	941 Deposit for Pay Cycle(s) 02/08/2019 - 02/08/2019
874	02/22/2019	Payroll	3	EFT		1,000.00	February 2019 Draw
875	02/22/2019	Payroll	3	EFT		2,000.00	February 2019 Draw
876	02/22/2019	Payroll	3	EFT		1,000.00	February 2019 Draw
877	02/22/2019	Payroll	3	EFT		1,600.00	February 2019 Draw
878	02/22/2019	Payroll	3	EFT		2,000.00	February 2019 Draw
879	02/22/2019	Payroll	3	EFT		1,350.00	February 2019 Draw
880	02/22/2019	Payroll	3	EFT		3,000.00	February 2019 Draw
881	02/22/2019	Payroll	3	EFT		1,600.00	February 2019 Draw
882	02/22/2019	Payroll	3	EFT		1,000.00	February 2019 Draw

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
883	02/22/2019	Payroll	3	EFT		2,000.00	February 2019 Draw
884	02/22/2019	Payroll	3	EFT		2,000.00	February 2019 Draw
885	02/22/2019	Payroll	3	EFT		1,000.00	February 2019 Draw
886	02/22/2019	Payroll	3	EFT		800.00	February 2019 Draw
887	02/22/2019	Payroll	3	EFT		2,000.00	February 2019 Draw
888	02/22/2019	Payroll	3	EFT		1,600.00	February 2019 Draw
889	02/22/2019	Payroll	3	EFT		500.00	February 2019 Draw
890	02/22/2019	Payroll	3	EFT		2,500.00	February 2019 Draw
891	02/22/2019	Payroll	3	EFT		1,500.00	February 2019 Draw
892	02/22/2019	Payroll	3	EFT		1,900.00	February 2019 Draw
893	02/22/2019	Payroll	3	EFT		1,000.00	February 2019 Draw
894	02/22/2019	Payroll	3	EFT		1,700.00	February 2019 Draw
692	02/08/2019	Payroll	3	1579	AFLAC	614.96	Pay Cycle(s) 02/08/2019 To 02/08/2019 - AFLAC, Pre-Tax; Pay Cycle(s) 02/08/2019 To 02/08/2019 - AFLAC, Post-Tax
693	02/08/2019	Payroll	3	1580	AWC Employee Benefit Trust	21,068.39	Pay Cycle(s) 02/08/2019 To 02/08/2019 - AWC - Medical; Pay Cycle(s) 02/08/2019 To 02/08/2019 - AWC- Dental; Pay Cycle(s) 02/08/2019 To 02/08/2019 - AWC - Vision; Pay Cycle(s) 02/08/2019 To 02/08/2019;
694	02/08/2019	Payroll	3	1581	Colonial Life Insurance	66.75	Pay Cycle(s) 02/08/2019 To 02/08/2019 - Colonial Life Ins
695	02/08/2019	Payroll	3	1582	Hartford Retirement Plan Services	1,708.00	Pay Cycle(s) 02/08/2019 To 02/08/2019 - 457 - MassMutual (Hartford); Pay Cycle(s) 02/08/2019 To 02/08/2019 - Roth 457(b)(MassMutual)
696	02/08/2019	Payroll	3	1583	ICMA Retirement Trust	2,499.25	Pay Cycle(s) 02/08/2019 To 02/08/2019 - 457 - ICMA
697	02/08/2019	Payroll	3	1584	Navia Benefits	311.66	Pay Cycle(s) 02/08/2019 To 02/08/2019 - Medical FSA- S125
698	02/08/2019	Payroll	3	1585	Teamsters Union Local 231	1,327.00	Pay Cycle(s) 02/08/2019 To 02/08/2019 - Teamsters Dues
699	02/08/2019	Payroll	3	1586	Washington Teamsters Welfare Trust	32,455.50	Pay Cycle(s) 02/08/2019 To 02/08/2019 - Teamsters Dental; Pay Cycle(s) 02/08/2019 To 02/08/2019 - Teamsters Medical
		001 General Fund				153,689.05	
		101 Street Fund				17,444.63	
		108 Transportation Sales Tax Fund				1,209.13	
		401 Sewer Fund				42,477.10	
		410 Drainage Fund				18,490.66	
		421 Water Fund				47,872.87	
						281,183.44	Payroll:
							281,183.44

CHECK REGISTER

City Of Stanwood

MCAG #: 0695

02/07/2019 To: 02/22/2019

Time: 10:07:13 Date: 02/22/2019

Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
-------	------	------	--------	-------	----------	--------	------

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

() Deputy Finance Director



Date: 2-22-19