

City of Stanwood



City Council Packet

Stanwood City Council Regular Meeting

Thursday, January 9, 2025



AGENDA
CITY COUNCIL REGULAR MEETING
January 9, 2025 | 7:00 p.m.

Stanwood-Camano School District, Admin. Building Board Room
26920 Pioneer Highway, 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**
 - Annual Small Works Roster Project Report [6.1](#)
- 7. COUNCIL COMMITTEE REPORTS**
 - Parks and Trails Advisory Committee Meeting Minutes – October 21, 2024 [7.1](#)
- 8. CONSENT AGENDA**
 - a. Approve Vouchers and Payroll Checks [8.1](#)
 - b. Approve City Council Regular Meeting Minutes – December 12, 2024 [8.9](#)
 - c. Approve Second Utility Account Adjustment [8.13](#)
 - d. Approve Economic Development Board Appointment Natalie Hagglund [8.17](#)
- 9. UNFINISHED BUSINESS**
- 10. PUBLIC HEARING**
 - Six-Year Transportation Improvement Plan 2026-2031 [10.1](#)
 - i. Open Public Hearing
 - ii. Adopt Resolution 2025-01 Six-Year TIP 2026-2031
- 11. NEW BUSINESS**
 - a. Elect Mayor Pro Tem [11.1](#)
 - b. Set the 2025 City Council Meeting Calendar [11.3](#)
 - c. Approve the First Reading of Ordinance 1545 SMC Title 14, Building and Fire Codes Update [11.7](#)
- 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**

Upcoming Meetings:

Thursday, Jan 23, 2025 City Council Meeting 7:00 pm
Thursday, Feb 13, 2025 City Council Workshop 5:00 pm
Thursday, Feb 13, 2025 City Council Meeting 7:00 pm



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 6

DATE: January 9, 2025

SUBJECT: Small Works Project Report –2024

CONTACT PERSON: Kevin Hushagen, Public Works Director

ATTACHMENTS: A – Small Public Works and Limited Public Works
Contracts awarded from the Small Works Roster

PURPOSE

The City is required to provide a list of contracts awarded through the Small Works Roster process at least once per year, in accordance with RCW 39.04.200. This agenda cover and the attached list fulfill this requirement.

BACKGROUND

The City of Stanwood utilizes the state-approved Small Works Roster process to efficiently solicit bids for Public Works projects under \$350,000. Projects under \$50,000 are classified as Limited Public Works, allowing agencies to waive the payment bond, performance bond, and/or retainage requirements.

The Municipal Research and Services Center (MRSC) manages an online database for local government agencies in Washington State, including cities, counties, school districts, and special districts. This database enables agencies to solicit bids from contractors for small public works projects and professional consultants.

Agencies are required to advertise and maintain a list of interested contractors and consultants. MRSC fulfills these requirements for a small fee by handling advertising and tracking, as required by state law. The MRSC Roster provides agencies access to a current list of contractors and consultants, while also offering contractors and consultants the benefit of reaching multiple agencies through a single application process.

Under RCW 39.04.155(3), agencies using the Small Works Roster or Limited Public Works processes must make specific contract information publicly available. Rather than maintaining separate reports for Small Works and Limited Public Works projects, agencies can combine reporting requirements into a single list. This list must include:

- The contractors contacted and contracts awarded in the previous 24 months.
- Details such as contractor name, registration number, contract amount, a brief description of the work performed, the award date, and other contractors solicited.
- The location where bid quotations for these contracts can be publicly inspected.

Attachment A provides a summary of Small Works and Limited Public Works projects awarded during the previous 12 months.

ANALYSIS

The projects listed in Attachment A have been awarded in compliance with state and local purchasing requirements. There is no fiscal impact associated with this action.

2023-2024 Limited Public Works and Small Public Works Projects								
CONTRACT NUMBER	CONTRACTED WITH	PROJECT NAME	TYPE OF WORK PERFORMED OR ITEM PURCHASED	CONTRACT AMOUNT	UBI # & CONTRACTOR REGISTRATION #	Other Contractors Solicited: Emailed all MRSC Contractors Registered for:	CONTRACT TYPE	EFFECTIVE DATE
2024-054	Valdez Construction	72nd Ave Sidewalk	New Sidewalk Install	\$ 68,767.00	UBI: 602-348-804 Cont. #: VALDECI963C5	Main Category: Concrete and Masonry Sub-Category: Concrete Barriers, Concrete Cutting and Sacking, Concrete Pavement, Concrete Pre-Cast Curbing Placement, Concrete Streetscaping, Curbs, Gutters, Sidewalks, and Driveways, Wheelchair Ramps and Grab Rails Bids Received: 3	Small Public Works	5/23/2024
2024-056	Northend Excavating	276th Sidewalk Project	New Sidewalk Install	\$ 100,905.00	UBI: 602-353-211 Cont. #: NORTHEI961BT	Main Category: Concrete and Masonry Sub-Category: Reservoir Cleaning, Painting, and Concrete Barriers, Concrete Cutting and Sacking, Concrete Pavement, Concrete Pre-Cast Curbing Placement, Concrete Streetscaping, Curbs, Gutters, Sidewalks, and Driveways, Wheelchair Ramps and Grab Rails Bids Received: 3	Small Public Works	6/13/2024
2024-072	Allied Roofing Installation Services	Church Creek Park Dugout Roof	New roof on Dugouts	\$ 17,785.30	UBI: 604-527-682 Cont. #: ALLIERI810PP	Main Category: Roofing Sub-Category: Commercial; Residential Bids Received: 3	Limited Public Works	9/11/2024
2024-078	Sultini	City Hall Exterior Painting	Exterior Painting	\$ 14,386.22	UBI: 604-987-743 Cont. #: SULTIL*767LG	Main Category: Exterior Improvements Sub-Category: Painting Bids Received: 8	Limited Public Works	9/12/2024
2024-098	Environment Control	Janitorial Service	Janitorial Service	\$2, 154.24/month	UBI: 601-222-260 Cont. #: ENVIRCN760L7	Main Category: Facility Construction, Repair, and Maintenance, Maintenance Services Sub-Category: Janitorial and Building Maintenance, Cleaning/Janitorial Bids Received: 7	Service Agreement	1/1/2025
2023-31	Lopez Nursery & Landscaping, LLC	Heritage Park Field 3 Irrigation Project	Irrigation Install	\$ 40,133.86	UBI: 604-571-083 Cont. #: CCLOPEZNL802CG	Main Category: Site Improvement, Repair, and Maintenance Sub-Category: Irrigation Systems Bids Received: 4	Limited Public Works	2/3/2023
2023-72	Wrecking Ball Demolition and Abatement	Johnson Farm Hazardous Material Site Cleanup	Hazardous Material Clean Up	\$ 192,382.66	UBI: 601-878-379 Cont. #: WRECKBDOZ4NU	Main Category: Hazardous Materials Abatement Sub-Category: Asbestos Abatement (Certification Required), Hazardous Material Removal and Abatement, Lead Abatement Bids Received: 2	Small Public Works	8/10/2023
2023-74	Inland Potable Services	Water Tank Cleaning	City Water Tank Cleaning	\$ 16,818.00	UBI: 602-835-672 Cont. #: INLANPS916N1	Main Category: Water Facility Construction, Repair, and Maintenance Sub-Category: Reservoir Cleaning, Painting, and Caulking, Reservoir Construction, Underwater Video Inspection, Water Tank Interior/Exterior Painting Bids Received: 3	Limited Public Works	8/16/2023
2023-86	Asphalt Patch Systems	Concrete sidewalk work at multiple locations on 73rd Ave	Patching of Asphalt	\$ 29,700.00	UBI: 601-290-396 Cont. #: ASPHAPS099BP	Main Category: Roadway Construction, Repair, and Maintenance Sub-Category: Concrete Paving Bids Received: 4	Limited Public Works	9/20/2023
2023-94	Swofford Excavating	Johnson Farm Demo	Demolition	\$ 116,719.28	UBI: 604-079-777 Cont. #: SWOFFEL809DC	Main Category: Demolition/Deconstruction Sub-Category: Asphalt Removal, Blasting, Building and Structures Demolition/Removal, Buildings and Structures Moving, Concrete/Asphalt Crushing and Repurposing, Deconstruction and Recycling, Refuse Removal & Disposal, Septic System Removal, Well Abandonment Bids Received: 9	Small Public Works	10/6/2023
2023-113	JTI Commercial Services	Heritage Park Dog Park	Construction of Dog Park	\$ 98,559.76	UBI: 602-392-440 Cont. #: JTICOTI955DG	Main Category: Site Improvement, Repair, and Maintenance, Vegetation Work Sub-Category: Fencing and Gates, Landscape Improvements (Not Maintenance) Bids Received: 5	Small Public Works	11/30/2023
2023-115	Pacific Facility Solutions	Heritage Park Bathrooms Plumbing	Plumbing	\$ 10,514.66	UBI: 603 536 118 Cont. #: PACIFFS782DC	Main Category: Plumbing Installation, Repair, and Maintenance Sub-Category: Plumbing Bids Received: 1	Limited Public Works	12/14/2023

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CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 7

DATE: January 9, 2025

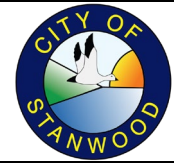
SUBJECT: Parks and Trails Advisory Committee Meeting Minutes –
October 21, 2024

CONTACT PERSON: Carly Ruacho, Parks Manager

ATTACHMENTS: A – Meeting Minutes

SUMMARY STATEMENT

Minutes from the October 21, 2024, Parks and Trails Advisory Committee Meeting are attached to this staff report for approval as presented. These minutes were approved at the December 16, 2024, Parks and Trails Advisory Committee Meeting.



Parks and Trails Advisory Committee Meeting Minutes October 21, 2024

1. Call to Order/Roll Call: 3:13 PM

Members Present:

Gordy Holmes
Peter Kamb
Meagen Watne
Dave Hall

Members Absent:

Matt Withers
Lisa Bruce
Judy Williams

Others Present:

Carly Ruacho, Parks Planning Manager
Alan Lytton, City Engineer/CP Manager
Dani Gaumond, City Council Member
Nathan Caferro Snohomish County Sports Commission

2. Citizen Comments

Dani Gaumond shared photos of the swings at Haller Park in Arlington, located near the water park. She suggested adding similar swings at Hamilton Park to provide a place for people to sit and enjoy views of the slough. She also proposed incorporating swings into other parks or along trails.

3. Approval of August 19, 2024 Meeting Minutes

Minutes were approved as written.

4. Parks Proposed Capital Budget 2025-2026

The committee reviewed and had an in-depth conversation about the proposed Parks Capital Budget for 2025/2026, with staff providing a detailed summary of requested projects and funding allocations. The total proposed parks capital budget for 2025-2026 is \$4,150,000. No formal action was taken during the meeting. The proposed budget will proceed to City Council for review and consideration. Staff clarified that the first mile of the Johnson Farm trail will be public access with restrooms and parking planned.

5. Heritage Park Master Plan Refresh

The committee reviewed and discussed the Heritage Park Master Plan and offered recommendations for plan changes. No formal action was taken by the Committee. The plan will be sent to the architect



Parks and Trails Advisory Committee Meeting Minutes October 21, 2024

for further development. Additional reviews and discussions will take place after receiving the architect's new rendering.

6. Park/Trail Updates

Heritage Park

Staff updated committee on current projects. RCO grant request for Heritage Park multi-use field and parking lot was not awarded. City submitted a small grant of \$50,000 was submitted to Snohomish County for fencing around the dugouts. No action was taken.

Stanwood Port Susan Trail

The committee was informed that the trail is nearing completion and notified of the ribbon-cutting ceremony scheduled for November 5th. One committee member expressed dissatisfaction with the chosen date, suggesting it should be scheduled for a time (weekend or later evening) when more people could attend. No formal action was taken by the Committee.

Church Creek Park

Staff informed the committee that the dugouts have been built and completed. They also shared plans to apply for a \$50,000 grant through T-Mobile to help with cost of benches at the park. No Committee action was taken.

Ovenell Park

The advisory committee was informed that a new banner has been installed and looks great. Staff shared an update from Andrew, reporting that things are going well at the farm. Andrew plans to attend an upcoming meeting to speak with the Advisory Committee. No action was taken.

7. Committee Member Comments

Committee member shared that two meetings ago, the committee discussed AED devices, and the Pickleball Association secured funding for an AED, which is now stored in a lockbox at Heritage Park. At the last meeting, the topic of granting permission for others to use the AED was brought up. The Pickleball Association proposed providing access to the AED for any coaches on the committee.

They also recommended that the city consider purchasing additional AED devices to place closer to the fields for easier access. Concerns were raised about not providing the lockbox code to everyone, as there is a risk that the box might not be relocked properly, leading to potential loss of the equipment.

Committee member requested that city staff/sports user groups look into acquiring AED devices and lockboxes to be placed nearer to the fields.

A Committee member commented that they are impressed with all the work to facilities in recent years and expressed a desire for PTAC to begin to focus more on activities and recreational opportunities in the parks that cater to a broader audience. They suggested incorporating more non-sports activities that serve the needs of individuals who do not participate in sports (arts, chess, etc.).



Parks and Trails Advisory Committee Meeting Minutes October 21, 2024

A Committee member commented that they were happy to see the nice, bold crosswalk paint on 98th from the Port Susan Trail to Hamilton Park. They requested shoulder paint be added to the bridge so pedestrians would have an identified path from the trail/park to the businesses and sidewalks on 98th and SR532.

Another Committee member commented reiterating and earlier sentiment that ribbon cutting ceremonies for parks should be after working hours so that more community members could join.

General Committee comments during discussion included the desire for a planting schedule for Heritage Park to plant some trees each year as budget allows. Also the desire to look into a "Parkitect" bicycle playground for little bike riders, potentially as a destination along the Port Susan Trail.

Staff reported that the estimate for baseball field lighting that Snohomish County received was \$476,000.00 for one field. This is only construction not design. Therefore an estimate for 4 fields could be as much as \$1.9M, but there may be some savings for unit discount.

Adjourn: 5:01 PM



**CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT**

ITEM NUMBER: 8a

DATE: January 09, 2025

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 39066 through 39155 and electronic fund transfers in the amount of \$1,043,439.13 Approve issuance of Washington Federal payroll check 2188 and electronic fund transfers in the amount of \$454,893.39.

RECOMMENDED MOTION

MOTION TO APPROVE ISSUANCE OF WASHINGTON FEDERAL BANK VOUCHER CHECKS 39066 THROUGH 39155 AND ELECTRONIC FUND TRANSFERS IN THE AMOUNT OF \$1,043,439.13. APPROVE ISSUANCE OF WASHINGTON FEDERAL PAYROLL CHECK 2188 AND ELECTRONIC FUND TRANSFERS IN THE AMOUNT OF 454,893.39.

CHECK REGISTER**ATTACHMENT A**

City Of Stanwood

Time: 16:08:16 Date: 12/30/2024

12/03/2024 To: 12/30/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5969	12/06/2024	Payroll	3	EFT		4,121.92	November 2024 Payroll
5970	12/06/2024	Payroll	3	EFT		7,670.07	November 2024 Payroll
5971	12/06/2024	Payroll	3	EFT		6,086.39	November 2024 Payroll
5972	12/06/2024	Payroll	3	EFT		2,913.35	November 2024 Payroll
5973	12/06/2024	Payroll	3	EFT		3,023.61	November 2024 Payroll
5974	12/06/2024	Payroll	3	EFT		526.96	November 2024 Payroll
5975	12/06/2024	Payroll	3	EFT		3,994.76	November 2024 Payroll
5976	12/06/2024	Payroll	3	EFT		5,134.57	November 2024 Payroll
5977	12/06/2024	Payroll	3	EFT		8,096.22	November 2024 Payroll
5978	12/06/2024	Payroll	3	EFT		5,085.44	November 2024 Payroll
5979	12/06/2024	Payroll	3	EFT		2,718.57	November 2024 Payroll
5980	12/06/2024	Payroll	3	EFT		4,168.87	November 2024 Payroll
5981	12/06/2024	Payroll	3	EFT		4,364.91	November 2024 Payroll
5982	12/06/2024	Payroll	3	EFT		546.96	November 2024 Payroll
5983	12/06/2024	Payroll	3	EFT		5,115.98	November 2024 Payroll
5984	12/06/2024	Payroll	3	EFT		3,789.09	November 2024 Payroll
5985	12/06/2024	Payroll	3	EFT		550.44	November 2024 Payroll
5986	12/06/2024	Payroll	3	EFT		7,883.40	November 2024 Payroll
5987	12/06/2024	Payroll	3	EFT		7,569.13	November 2024 Payroll
5988	12/06/2024	Payroll	3	EFT		2,118.04	November 2024 Payroll
5989	12/06/2024	Payroll	3	EFT		2,491.38	November 2024 Payroll
5990	12/06/2024	Payroll	3	EFT		6,465.63	November 2024 Payroll
5991	12/06/2024	Payroll	3	EFT		8,737.04	November 2024 Payroll
5992	12/06/2024	Payroll	3	EFT		4,490.96	November 2024 Payroll
5993	12/06/2024	Payroll	3	EFT		546.87	November 2024 Payroll
5994	12/06/2024	Payroll	3	EFT		7,295.89	November 2024 Payroll
5995	12/06/2024	Payroll	3	EFT		5,477.85	November 2024 Payroll
5996	12/06/2024	Payroll	3	EFT		496.87	November 2024 Payroll
5997	12/06/2024	Payroll	3	EFT		2,594.55	November 2024 Payroll
5998	12/06/2024	Payroll	3	EFT		3,528.13	November 2024 Payroll
5999	12/06/2024	Payroll	3	EFT		2,681.63	November 2024 Payroll
6000	12/06/2024	Payroll	3	EFT		1,694.68	November 2024 Payroll
6001	12/06/2024	Payroll	3	EFT		4,757.95	November 2024 Payroll
6002	12/06/2024	Payroll	3	EFT		546.87	November 2024 Payroll
6003	12/06/2024	Payroll	3	EFT		3,217.98	November 2024 Payroll
6004	12/06/2024	Payroll	3	EFT		5,510.86	November 2024 Payroll
6005	12/06/2024	Payroll	3	EFT		546.96	November 2024 Payroll
6006	12/06/2024	Payroll	3	EFT		5,311.51	November 2024 Payroll
6007	12/06/2024	Payroll	3	EFT		4,626.91	November 2024 Payroll
6008	12/06/2024	Payroll	3	EFT		5,846.13	November 2024 Payroll
6009	12/06/2024	Payroll	3	EFT		4,870.10	November 2024 Payroll
6010	12/06/2024	Payroll	3	EFT		3,078.19	November 2024 Payroll
6011	12/06/2024	Payroll	3	EFT		6,972.80	November 2024 Payroll
6012	12/06/2024	Payroll	3	EFT		5,171.79	November 2024 Payroll
6013	12/06/2024	Payroll	3	EFT	AFLAC	259.87	Pay Cycle(s) 12/06/2024 To 12/06/2024 - AFLAC, Pre-Tax; Pay Cycle(s) 12/06/2024 To 12/06/2024 - AFLAC, Post-Tax
6014	12/06/2024	Payroll	3	EFT	AWC Employee Benefit Trust	27,823.91	Pay Cycle(s) 12/06/2024 To 12/06/2024 - AWC - Health First 250; Pay Cycle(s) 12/06/2024 To 12/06/2024 - AWC- Dental J; Pay Cycle(s) 12/06/2024 To 12/06/2024 - AWC - Vision; Pay Cycle(s) 12/06/2024 To;
6015	12/06/2024	Payroll	3	EFT	Colonial Life Insurance	66.75	Pay Cycle(s) 12/06/2024 To 12/06/2024 - Colonial Life Ins

CHECK REGISTER

ATTACHMENT A

City Of Stanwood

Time: 16:08:16 Date: 12/30/2024

12/03/2024 To: 12/30/2024

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6016	12/06/2024	Payroll	3	EFT	Great-West Life & Annuity	4,920.00	Pay Cycle(s) 12/06/2024 To 12/06/2024 - 457 - Empower (Mass Mutual); Pay Cycle(s) 12/06/2024 To 12/06/2024 - Roth 457(b)Empower(MassMutual)
6017	12/06/2024	Payroll	3	EFT	HSA Bank	695.50	Pay Cycle(s) 12/06/2024 To 12/06/2024 - HSA Contributions ER; Pay Cycle(s) 12/06/2024 To 12/06/2024 - HSA Contr EE
6018	12/06/2024	Payroll	3	EFT	Legal Shield	63.85	Pay Cycle(s) 12/06/2024 To 12/06/2024 - Legal Shield
6019	12/06/2024	Payroll	3	EFT	Mission Square Retirement	3,109.14	Pay Cycle(s) 12/06/2024 To 12/06/2024 - 457 - Mission Square Ret(ICMA)
6020	12/06/2024	Payroll	3	EFT	Navia Benefits	250.00	Pay Cycle(s) 12/06/2024 To 12/06/2024 - Navia Limited FSA
6021	12/06/2024	Payroll	3	EFT	Western Conference of Teamsters Pension Trust	2,586.74	Pay Cycle(s) 12/06/2024 To 12/06/2024 - WCTPP Contributions
6022	12/06/2024	Payroll	3	EFT	Teamsters Union Local 231	1,905.00	Pay Cycle(s) 12/06/2024 To 12/06/2024 - Teamsters Dues
6023	12/06/2024	Payroll	3	EFT	WA St Department Of Retirement Systems	52,908.69	Pay Cycle(s) 12/06/2024 To 12/06/2024 - PERS2; Pay Cycle(s) 12/06/2024 To 12/06/2024 - PERS 3; Pay Cycle(s) 12/06/2024 To 12/06/2024 - 457 - DRS (DCP); Pay Cycle(s) 12/06/2024 To 12/06/2024 - Roth 457
6024	12/06/2024	Payroll	3	EFT	Washington Teamsters Welfare Trust	38,062.20	Pay Cycle(s) 12/06/2024 To 12/06/2024 - Teamsters Dental; Pay Cycle(s) 12/06/2024 To 12/06/2024 - Teamsters Medical
6026	12/06/2024	Payroll	3	EFT	Internal Revenue Service (941)	84,405.49	941 Deposit for Pay Cycle(s) 12/06/2024 - 12/06/2024
6093	12/11/2024	Claims	3	EFT	Advantage Building Services	1,618.21	City of Stanwood
6094	12/11/2024	Claims	3	EFT	Edward A Avila	110.00	City of Stanwood
6095	12/11/2024	Claims	3	EFT	BHC Consultants, LLC	12,318.81	City of Stanwood
6096	12/11/2024	Claims	3	EFT	Leland W Bartlett	250.00	City of Stanwood-Boots reimbursement 2024
6097	12/11/2024	Claims	3	EFT	Bowman Consulting Group, Ltd	5,562.50	City of Stanwood
6098	12/11/2024	Claims	3	EFT	Cascade Septic Pumping, LLC	523.85	City of Stanwood
6099	12/11/2024	Claims	3	EFT	Eurofins Environment Testing NW	50.00	STA01
6100	12/11/2024	Claims	3	EFT	Eurofins Environment Testing NW	99.00	STA01
6101	12/11/2024	Claims	3	EFT	Eurofins Environment Testing NW	259.00	STA23
6102	12/11/2024	Claims	3	EFT	Eurofins Environment Testing NW	394.00	STA23
6103	12/11/2024	Claims	3	EFT	Cole F Ferguson	106.00	City of Stanwood-Reimbursement
6104	12/11/2024	Claims	3	EFT	Trevor M Harrison	150.00	City of stanwood - Reimbursement
6105	12/11/2024	Claims	3	EFT	Konnerup Construction Inc	142,465.07	City of Stanwood
6106	12/11/2024	Claims	3	EFT	Maul Foster Alongi, Inc.	6,948.10	City of Stanwood
6107	12/11/2024	Claims	3	EFT	Metron And Associates, Inc.	500.00	City of Stanwood
6108	12/11/2024	Claims	3	EFT	MyFleetCenter.com	102.32	JLI-167571
6109	12/11/2024	Claims	3	EFT	MyFleetCenter.com	20.00	JLI-167571
6110	12/11/2024	Claims	3	EFT	RH2 Engineering Inc	4,895.15	City of Stanwood
6111	12/11/2024	Claims	3	EFT	Stanwood Auto Parts	229.01	56100; 56100; 56100; 56100
6112	12/11/2024	Claims	3	EFT	Taylors Excavators Inc	20,908.45	City of Stanwood
6113	12/11/2024	Claims	3	EFT	Thompson Guildner & Associates Inc. P.S.	5,955.70	City of Stanwood

CHECK REGISTER

ATTACHMENT A

City Of Stanwood

Time: 16:08:16 Date: 12/30/2024

12/03/2024 To: 12/30/2024

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6114	12/11/2024	Claims	3	EFT	Transpogroup Inc	3,157.50	City of Stanwood
6115	12/11/2024	Claims	3	EFT	Vestis	52.68	937963000
6116	12/11/2024	Claims	3	EFT	Vestis	52.68	937963000
6117	12/11/2024	Claims	3	EFT	Vestis	52.68	937963000
6174	12/12/2024	Payroll	3	EFT		1,835.27	Kallcott and Justensen
6175	12/12/2024	Payroll	3	EFT		2,321.44	Kallcott and Justensen
6182	12/12/2024	Payroll	3	EFT	Internal Revenue Service (941)	936.33	941 Deposit for Pay Cycle(s) 12/12/2024 - 12/12/2024
6196	12/03/2024	Claims	3	EFT	Chase Paymentech	2,349.08	Dec 24 fees for Nov 24
6200	12/05/2024	Claims	3	EFT	Xpress/Bill Pay	925.60	Nov 2024 fees
6202	12/09/2024	Claims	3	EFT	Navia Benefits	100.00	Nov monthly fee
6236	12/23/2024	Payroll	3	EFT		3,350.00	December 2024 Draw
6237	12/23/2024	Payroll	3	EFT		1,800.00	December 2024 Draw
6238	12/23/2024	Payroll	3	EFT		2,500.00	December 2024 Draw
6239	12/23/2024	Payroll	3	EFT		2,500.00	December 2024 Draw
6240	12/23/2024	Payroll	3	EFT		2,000.00	December 2024 Draw
6241	12/23/2024	Payroll	3	EFT		2,000.00	December 2024 Draw
6242	12/23/2024	Payroll	3	EFT		1,000.00	December 2024 Draw
6243	12/23/2024	Payroll	3	EFT		2,000.00	December 2024 Draw
6244	12/23/2024	Payroll	3	EFT		3,000.00	December 2024 Draw
6245	12/23/2024	Payroll	3	EFT		4,000.00	December 2024 Draw
6246	12/23/2024	Payroll	3	EFT		2,000.00	December 2024 Draw
6247	12/23/2024	Payroll	3	EFT		2,000.00	December 2024 Draw
6248	12/23/2024	Payroll	3	EFT		1,800.00	December 2024 Draw
6249	12/23/2024	Payroll	3	EFT		2,000.00	December 2024 Draw
6250	12/23/2024	Payroll	3	EFT		1,500.00	December 2024 Draw
6251	12/23/2024	Payroll	3	EFT		1,800.00	December 2024 Draw
6252	12/23/2024	Payroll	3	EFT		1,000.00	December 2024 Draw
6253	12/23/2024	Payroll	3	EFT		2,800.00	December 2024 Draw
6254	12/23/2024	Payroll	3	EFT		2,000.00	December 2024 Draw
6255	12/23/2024	Payroll	3	EFT		500.00	December 2024 Draw
6256	12/23/2024	Payroll	3	EFT		4,500.00	December 2024 Draw
6257	12/23/2024	Payroll	3	EFT		1,500.00	December 2024 Draw
6258	12/23/2024	Payroll	3	EFT		2,000.00	December 2024 Draw
6277	12/16/2024	Claims	3	EFT	Washington Federal Bank	414.06	Dec fees for cking acct
6278	12/17/2024	Claims	3	EFT	Permitium, LLC	18.00	DOL denial fee for gun permit
6372	12/30/2024	Claims	3	EFT	Atwell, LLC	6,733.75	City of Stanwood
6373	12/30/2024	Claims	3	EFT	Databar Inc.	915.85	8952
6374	12/30/2024	Claims	3	EFT	Eurofins Environment Testing NW	375.00	STA01
6375	12/30/2024	Claims	3	EFT	Michael B Evans	110.00	City of Stanwood
6376	12/30/2024	Claims	3	EFT	ICONIX Waterworks (US) Inc.	149.46	CITSTA
6377	12/30/2024	Claims	3	EFT	Lakeside Industries, Inc.	1,238.37	108469
6378	12/30/2024	Claims	3	EFT	Meyer Sign Company Inc	6,550.35	City of Stanwood
6379	12/30/2024	Claims	3	EFT	PACE Engineers, Inc	1,354.50	City of Stanwood
6380	12/30/2024	Claims	3	EFT	Perteet Inc.	9,295.00	City of Stanwood
6381	12/30/2024	Claims	3	EFT	Perteet Inc.	461.07	City of Stanwood
6382	12/30/2024	Claims	3	EFT	RH2 Engineering Inc	7,103.26	City of Stanwood
6383	12/30/2024	Claims	3	EFT	RH2 Engineering Inc	4,724.99	City of Stanwood
6384	12/30/2024	Claims	3	EFT	RH2 Engineering Inc	7,698.52	City of Stanwood
6385	12/30/2024	Claims	3	EFT	RH2 Engineering Inc	19,066.95	City of Stanwood
6386	12/30/2024	Claims	3	EFT	Snohomish County Public Def Association	2,574.00	City of Stanwood
6387	12/30/2024	Claims	3	EFT	Stanwood Auto Parts	347.75	56100
6388	12/30/2024	Claims	3	EFT	Strategies 360 Inc	2,000.00	City of Stanwood
6389	12/30/2024	Claims	3	EFT	US Bank	19,410.65	4485 5945 5564 1495
6390	12/30/2024	Claims	3	EFT	Vestis	52.68	937963000
6391	12/30/2024	Claims	3	EFT	Vestis	52.68	937963000

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City Of Stanwood

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6025	12/06/2024	Payroll	3	2188	City of Stanwood	755.00	Pay Cycle(s) 12/06/2024 To 12/06/2024 - Reimburse COS
6118	12/11/2024	Claims	3	39066	Badger Meter, Inc	1,387.68	460708
6119	12/11/2024	Claims	3	39067	Bonner Electrical Contracting LLC	2,098.56	City of Stanwood
6120	12/11/2024	Claims	3	39068	Patrick J Burt	1,048.20	City of Stanwood
6121	12/11/2024	Claims	3	39069	Camano Arts Association	2,000.00	City of Stanwood
6122	12/11/2024	Claims	3	39070	Cascade Natural Gas Corp	1,080.97	953 540 0000 2; 839 440 0000 5; 608 440 0000 4; 931 607 9072 6; 498 440 0000 7; 127 540 0000 3
6123	12/11/2024	Claims	3	39071	General Code, LLC	4,212.43	ST4659
6124	12/11/2024	Claims	3	39072	Grainger	436.78	848089215
6125	12/11/2024	Claims	3	39073	Hamilton Lumber & Rentals	599.11	66; 66; 66; 66; 66
6126	12/11/2024	Claims	3	39074	Keller Supply Company	25.63	22832
6127	12/11/2024	Claims	3	39075	Lenz Enterprises, Inc.	413.90	City of stanwood; City of Stanwood; City of Stanwood; City of Stanwood
6128	12/11/2024	Claims	3	39076	NC Machinery	156.18	0271520
6129	12/11/2024	Claims	3	39077	National Barricade Co LLC	1,015.18	City of Stanwood; City of Stanwood; City of Stanwood
6130	12/11/2024	Claims	3	39078	ODP Business Solutions, LLC	380.36	36274097; 36274097; 36274097; 36274097
6131	12/11/2024	Claims	3	39079	Owen Equipment Company	3,252.64	36577; 36577
6132	12/11/2024	Claims	3	39080	PUD Of Snohomish County *	19,360.45	200208858; 200592889; 200367373; 200633634; 200240505; 200128742
6133	12/11/2024	Claims	3	39081	Platt Electric Supply, Inc	646.01	City of Stanwood; City of stanwood; 24127; 24127; 24127
6134	12/11/2024	Claims	3	39082	Puget Tech LLC	894.00	City of Stanwood
6135	12/11/2024	Claims	3	39083	Refund- D&D Nelson LLC	13,000.00	Refund-D&D Nelson LLC Storefront improvement Grant
6136	12/11/2024	Claims	3	39084	Republic Services #197	1,053.57	3-0197-0080305
6137	12/11/2024	Claims	3	39085	Ricoh USA, Inc.	388.15	1316669-3887639; 1316669-3800642
6138	12/11/2024	Claims	3	39086	Shred-it US JV LLC	404.64	1000283524; 1000283524; 1000283524; 1000283524
6139	12/11/2024	Claims	3	39087	Skagit Farmers Supply	2,841.74	135052; 135052; 135052; 135052; 135052; 135052; 135052; 135052
6140	12/11/2024	Claims	3	39088	Skagit Valley Publishing	669.24	48893; 48893; 48893; 48893
6141	12/11/2024	Claims	3	39089	Sno Co District Court	878.56	DCT34003
6142	12/11/2024	Claims	3	39090	Sno Co Information Services *	12,533.85	DIS1107
6143	12/11/2024	Claims	3	39091	Sno Co Sheriffs Office *	196,463.92	SSH00001
6144	12/11/2024	Claims	3	39092	Snohomish County 911	25,659.93	City of Stanwood; City of Stanwood; City of Stanwood
6145	12/11/2024	Claims	3	39093	Stanwood Ace Hardware #14901	580.28	20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013
6146	12/11/2024	Claims	3	39094	Stanwood Area Historical Society	103.84	City of Stanwood
6147	12/11/2024	Claims	3	39095	Stilly Auto Parts LLC	26.22	27197; 27197
6148	12/11/2024	Claims	3	39096	The Bancorp Bank N.A	80.00	City of Stanwood
6149	12/11/2024	Claims	3	39097	The Sherwin Williams Co	28.35	City of Stanwood XXXX-7364-4
6150	12/11/2024	Claims	3	39098	USA Bluebook	553.99	478228
6151	12/11/2024	Claims	3	39099	Unum Life Insurance	88.40	0220603-036 2
6152	12/11/2024	Claims	3	39100	Utilities Underground Loc	69.96	134200
6153	12/11/2024	Claims	3	39101	Verizon Wireless	2,149.15	372541731-00001; 742373248-00001
6154	12/11/2024	Claims	3	39102	WA St Dept of Ecology *	250.00	City of Stanwood- Cole Ferguson; City of Stanwood - Jarrod Stark

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6155	12/11/2024	Claims	3	39103	Wave Broadband	159.58	3201-0316545-01
6156	12/11/2024	Claims	3	39104	West Coast Code Consultants, Inc.	12,703.76	City of Stanwood
6157	12/11/2024	Claims	3	39105	Western Exterminator Company	262.96	683591; 683591
6158	12/11/2024	Claims	3	39106	Zumar Industries, Inc	9,944.56	000683
6392	12/30/2024	Claims	3	39107	Camano Island Chamber of Commerce	1,100.00	City of Stanwood
6393	12/30/2024	Claims	3	39108	Cascade Natural Gas Corp	2,296.64	608 440 0000 4; 127 540 0000 3; 498 440 0000 7; 839 440 0000 5
6394	12/30/2024	Claims	3	39109	ESRI, Inc.	1,554.25	1496150335
6395	12/30/2024	Claims	3	39110	Excavation West Inc.	50,357.28	City of Stanwood
6396	12/30/2024	Claims	3	39111	General Code, LLC	544.33	ST4659; ST4659
6397	12/30/2024	Claims	3	39112	General Pacific, Inc.	59,513.85	101681
6398	12/30/2024	Claims	3	39113	Gray & Osborne Inc	31,837.69	City of Stanwood; City of Stanwood; City of Stanwood; City of Stanwood
6399	12/30/2024	Claims	3	39114	Hamilton Lumber & Rentals	449.91	66; 66; 66; 66
6400	12/30/2024	Claims	3	39115	Hough Beck & Baird Inc	2,009.40	City of Stanwood
6401	12/30/2024	Claims	3	39116	Iron Clad Company	1,994.73	City of Stanwood
6402	12/30/2024	Claims	3	39117	KPG psomas	2,369.25	City of Stanwood
6403	12/30/2024	Claims	3	39118	Kurt Strotz	360.00	City of Stanwood
6404	12/30/2024	Claims	3	39119	Lenz Enterprises, Inc.	625.50	City of Stanwood
6405	12/30/2024	Claims	3	39120	Les Schwab Tire Centers	86.97	S34-00006; S34-00006
6406	12/30/2024	Claims	3	39121	NCL of Wisconsin, Inc.	48.70	44599
6407	12/30/2024	Claims	3	39122	ODP Business Solutions, LLC	100.43	36274097
6408	12/30/2024	Claims	3	39123	PNWS-AWWA	275.00	City of Stanwood -EJEZ1K
6409	12/30/2024	Claims	3	39124	PUD Of Snohomish County *	7,258.51	200142180; 200738672; 200103539; 201942398; 200794063; 202423729; 200592889
6410	12/30/2024	Claims	3	39125	Pape' Machinery, Inc.	1,304.51	City of Stanwood
6411	12/30/2024	Claims	3	39126	Platt Electric Supply, Inc	165.15	24127
6412	12/30/2024	Claims	3	39127	Pollardwater	279.12	37807
6413	12/30/2024	Claims	3	39128	R.S Otter Services	322.00	City of Stanwood
6414	12/30/2024	Claims	3	39129	Republic Services #197	1,053.57	3-0197-0080305
6415	12/30/2024	Claims	3	39130	Ricoh USA, Inc.	889.53	1316669-3800327; 1316669-3887639; 1316669-3887627; 1316669-3816549
6416	12/30/2024	Claims	3	39131	Safeway	28.15	191483
6417	12/30/2024	Claims	3	39132	Skagit Farmers Supply	3,481.14	135052; 135052; 135052; 135052; 135052; 135052
6418	12/30/2024	Claims	3	39133	Skagit Valley Publishing	283.14	48893; 48893; 48893; 48893
6419	12/30/2024	Claims	3	39134	Sno Co District Court	556.51	DCT34003
6420	12/30/2024	Claims	3	39135	Sno Co Public Works *	293.00	CR000024
6421	12/30/2024	Claims	3	39136	Sno Co Sheriffs Office *	196,463.92	SSH00001
6422	12/30/2024	Claims	3	39137	Snohomish County Treasurer	2,432.88	91-6001368
6423	12/30/2024	Claims	3	39138	Snohomish County Treasurer	53.20	City of Stanwood; City of Stanwood
6424	12/30/2024	Claims	3	39139	Stanwood Ace Hardware #14901	6,207.14	20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6425	12/30/2024	Claims	3	39140	Stanwood City Utility	5,988.57	City of Stanwood; City of Stanwood; City of Stanwood; City of Stanwood; City of Stanwood; City of Stanwood; City of Stanwood; City of Stanwood; City of Stanwood; Ci
6426	12/30/2024	Claims	3	39141	Stilly Auto Parts LLC	138.33	27197
6427	12/30/2024	Claims	3	39142	US Bank Na Custody/ Treas Div-Money Ctr	75.00	City of Stanwood
6428	12/30/2024	Claims	3	39143	US Bank St Paul	550.00	STAWSREV22; STAWATREF21
6429	12/30/2024	Claims	3	39144	WA St Auditor's Office	15,392.11	City of Stanwood
6430	12/30/2024	Claims	3	39145	WA St Dept of Licensing *	708.00	City of Stanwood
6431	12/30/2024	Claims	3	39146	WA St Dept of Licensing *	597.00	City of Stanwood
6432	12/30/2024	Claims	3	39147	WA St Dept of Licensing *	567.00	City of Stanwood
6433	12/30/2024	Claims	3	39148	WA St Dept of Licensing *	330.00	City of Stanwood
6434	12/30/2024	Claims	3	39149	WA St Dept of Transportation *	1,626.99	SW001523802; 916001509 L; 916001509 L
6435	12/30/2024	Claims	3	39150	WA St Treasurer	3,939.92	City of Stanwood; City of Stanwood
6436	12/30/2024	Claims	3	39151	Washington State Patrol *	132.50	91-6001127
6437	12/30/2024	Claims	3	39152	Wave Broadband	458.34	3201-0316547-01; 3201-0316545-01
6438	12/30/2024	Claims	3	39153	Wilbur-Ellis Company LLC	2,360.88	2388993
6439	12/30/2024	Claims	3	39154	World Kinect Energy Services	3,393.36	Ap0100494
6440	12/30/2024	Claims	3	39155	Zumar Industries, Inc	9,880.72	City of Stanwood
001 General Fund						774,608.87	
101 Street Fund						70,003.69	
103 Street Construction Fund						155,627.29	
104 Park And Trail Improvement Fund						59,314.78	
110 Building Improvement Fund						6,550.35	
115 Tourism And Promotion						6,431.02	
401 Sewer Fund						122,986.75	
403 Sewer Construction Fund						19,222.02	
410 Drainage Fund						52,593.37	
411 Drainage Construction Fund						37,006.44	
421 Water Fund						108,981.21	
422 Water Construction Fund						82,179.23	
630 Agency Fund						2,827.50	
							Claims: 1,043,439.13
* Transaction Has Mixed Revenue And Expense Accounts						1,498,332.52	Payroll: 454,893.39

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: 12/30/2024
 (✓) Deputy Finance Director

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CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 8b

DATE: January 9, 2025

SUBJECT: City Council Meeting Minutes – December 12, 2024

CONTACT PERSON: Lisa Sokolik, City Clerk

ATTACHMENTS: A – Council Meeting Minutes

SUMMARY STATEMENT

The City Council meeting minutes for December 12, 2024, are attached to this staff report for Council's approval.

RECOMMENDED MOTION

"I MOVE TO APPROVE THE DECEMBER 12, 2024, CITY COUNCIL MEETING MINUTES AS PRESENTED".

CITY OF STANWOOD
Regular Meeting of the City Council
December 12, 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 Bergman led the Pledge of Allegiance.

2. Roll Call

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

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

3. Approval of the Agenda

Mayor Roberts requested to amend the agenda by removing item 4 Stanwood High School presentation.

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

4. Presentations

5. Public Comment

6. Staff / Department Report

Police Compstat Report – November 2024.

Shepro asked about the increase in auto theft. Toner answered the huge increase since August has been attributed to three known individuals; two of whom have been arrested. The Flock Camera System will assist Officers with investigating auto theft crimes.

Robb asked if the package delivery thefts by porch pirates are local individuals or by criminals coming into our community. Toner answered typically they are coming from outside of town; they are hitting neighborhoods along the I-5 corridor. In the last couple of years, police have seen less of this type of crime.

7. Council Committee Reports

Public Works Committee Meeting Minutes – December 2, 2024.

8. Consent Agenda

- a. Approve Vouchers and Payroll Checks.
- b. Approve City Council Regular Meeting Minutes – November 25, 2024.
- c. Accept TIB Grants for the 80th Ave NW Overlay Project and Twin City Mile Main Street Improvement Project.
- d. Approve Second Reading and Adopt Ordinance 1544 Dangerous Dog Code Amendment.

*Motion by Councilmember Gaumond, second by Councilmember Bergman to approve consent agenda items A. approval of vouchers and payroll checks, B. approve City Council Regular meeting minutes for November 25, 2024, C. accept TIB grants for the 80th Ave NW overlay project and the Twin City Mile Main Street Improvement project, and D. approve second reading and adopt Ordinance 1544 Dangerous Dog Code Amendment. **Motion carried unanimously.***

9. Unfinished Business

10. Public Hearing

11. New Business

- a. Resolution 2024-15 - 2025 Consolidated Fee Schedule.

Love gave a summary on the sections that were changed:

- Land use permitting fees.
- Park and traffic impact fees.
- Utility rates.
- Police department charges.

The methodology has been attached to the resolution, so it is clear to the public how the fees are calculated.

Councilmembers discussed and asked questions, a big concern was over the sign permitting fees.

*Motion by Councilmember Robb, second by Councilmember Hicks to approve Resolution 2024-15 updating the Consolidated Fee Schedule effective January 1, 2025, excluding the sign permit plan review fees. **Motion carried unanimously.***

- b. Approve Bakerview Phase 1 Final Plat.

*Motion by Councilmember Hicks, second by Councilmember Shepro to approve the final plat of Bakerview Phase 1, with any corrections as required by Metron & Associates, and to authorize the Mayor to sign the corrected final plat in accordance with SMC 16.020.060(3). **Motion carried unanimously.***

- c. Authorize the Mayor to Sign a Contract with Atwell, LLC for the Cedarhome Dr. Watermain Project.

*Motion by Councilmember Metz, second by Councilmember Gaumont to authorize the Mayor to sign a Task Order with Atwell, LLC for the Cedarhome Drive and Park Drive Water Main Replacement project not to exceed \$163,420.00. **Motion carried unanimously.***

d. Discuss City Council Meeting Time Change.

Councilmembers discussed the pros and cons of starting the City Council Meetings earlier.

Motion by Councilmember Shepro, second by Councilmember Hicks to direct staff to gather additional information and present to the City Council options for change to the regular meeting time.

Roll call of votes was taken:

Councilmember Schmitt	–	No
Councilmember Gaumont	–	Yes
Councilmember Metz	–	Yes
Councilmember Robb	–	Yes
Councilmember Hicks	–	Yes
Councilmember Shepro	–	Yes
Councilmember Bergman	–	Yes

Motion carried 6 yea and 1 nae.

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 8:20 p.m.

CITY OF STANWOOD

ATTEST:

Sid Roberts, Mayor

Lisa Sokolik, City Clerk



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 8c
DATE: January 9th, 2025
SUBJECT: Utility Account Adjustment—Account 2130
CONTACT PERSON: David A. Hammond, Finance Director
ATTACHMENTS: A – SMC 12.20.060 Adjustment to bills.

PURPOSE

The purpose of this agenda item is for Council consideration of a second water leak adjustment to Utility Account Number 2130 in the amount of \$120.26.

BACKGROUND

Stanwood Municipal Code (SMC) Section 12.20.060; provides authorization for the Finance Department to adjust a utility account when a leak occurs, however, no more than once each two-year period. The code allows, after evidence the leak was repaired, for a rate adjustment up to 50 percent of the volume consumed in any one billing period in excess of the bi-monthly average of water consumed over the previous twelve months.

Additionally, the SMC authorizes City Council approval of a second adjustment, within a two-year period, if one or more of the following circumstances exist:

- i) The leak could not have been readily detectable with reasonable diligence;
- (ii) The customer does not occupy or use the subject property on a continuous basis;
- (iii) Any prior leak for which an adjustment was made by the city was repaired within 30 days of discovery;
- (iv) The customer account has been kept current and there have been no delinquencies within the previous 24 months.

ANALYSIS

Staff recommends approval of a second leak adjustment, which qualifies according to SMC 12.06.020. Customer found and fixed leak in between billing reads, resulting in the second leak adjustment request.

Fiscal Impact			
The 2024-2025 budget for utility operations is adequate to make the requested adjustment.			
Fund(s):	Utility Operating		
Amount:	\$ 120.26	Project Estimate:	\$ -
Budget Authorized	☒ Yes ☐ No	Amendment Required	☐ Yes ☒ No ☐ Monitor

RECOMMENDATIONS

Staff Recommendation: Staff recommends Council authorize the Finance Director to approve a second utility bill adjustment in the amount of \$120.26.

Committee/Board Recommendation: N/A

CITY COUNCIL OPTIONS

1. The City council may authorize a second utility bill leak adjustment in the amount of \$120.26
2. The City council may choose not to authorize a second utility bill adjustment in the amount of \$120.26.
3. The City council may direct staff to provide additional information.

PROPOSED MOTION

“I MOVE TO AUTHORIZE THE FINANCE DIRECTOR TO APPROVE A SECOND UTILITY BILL ADJUSTMENT FOR ACCOUNT 2130 IN THE AMOUNT OF \$120.26.”

12.20.060 Adjustments to bills.

(1) In the event a meter fails to register the correct amount of water used, the customer will be charged at the average rate of monthly consumption for the previous 12 months as shown by the meter when in working order.

(2) In the event a leak or failure of a private water system or private service between the meter and the structure located on private property results in excess consumption, the city may, through a determination of the city finance director, provide for a rate adjustment up to 50 percent of the volume consumed in any one billing period in excess of the bi-monthly average of water consumed over the previous 12 months at that service address.

(a) Customers shall be required to provide proof of repair to leak or failure prior to receiving any rate adjustment.

(b) Application for the credit or adjustment must be made in written form and approved by the city finance director or his/her designee.

(c) No more than one application for credit may be considered per service address in any 24-month period without city council approval. In order to grant a second adjustment the council must find one or more of the following circumstances exist:

(i) The leak could not have been readily detectable with reasonable diligence;

(ii) The customer does not occupy or use the subject property on a continuous basis;

(iii) Any prior leak for which an adjustment was made by the city was repaired within 30 days

of discovery;

(iv) The customer account has been kept current and there have been no delinquencies within the previous 24 months.

(3) In the event of a leak or failure of a private water system or private service between the meter and the structure located on private property that was the result of a city project involving a public work as defined by state law, or maintenance performed at the expense of the city, the city public works director will have the authority to provide a rate adjustment for more than 50 percent of the volume consumed in excess of the bimonthly average of water consumed over the previous 12 months at that service address.

Adjustments are final and requests for reversal will not be granted and are not subject to appeal. (Ord. 1415 § 1, 2016; Ord. 1405 § 1 (Exh. 1), 2015; Ord. 1359 § 1, 2013; Ord. **1295 § 2, 2011; Ord. 1189 § 4, 2006**).

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CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 8d
DATE: January 9, 2025
SUBJECT: Appointment of Economic Development Board Member
CONTACT PERSON: Patricia Love, Community Development Director
ATTACHMENTS: A – Natalie Hagglund Application

PURPOSE

The purpose of this agenda item is for Council consideration and appointment of Natalie Hagglund 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. Randy Heagle, Seat 2, elected to end his term at the end of 2024. The City advertised for the vacant seat position and received seven applications. The Mayor has selected Natalie Hagglund to fill the vacant seat.

Natalie grew up in Stanwood and raised her family here. She has a strong background as a school board president and executive director of the non-profit Stanwood-Camano Area Foundation. She is excited to listen and speak on behalf of the nonprofit community.

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 appointing Natalie Hagglund to the Stanwood Economic Development Board for a two-year term ending December 31, 2026.

Committee/Board Recommendation: N/A

CITY COUNCIL OPTIONS

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

PROPOSED MOTION

“I MOVE TO APPOINT NATALIE HAGGLUND TO SEAT 2 OF THE ECONOMIC DEVELOPMENT BOARD FOR A TWO-YEAR TERM ENDING DECEMBER 31, 2026.”

[Print](#)**ATTACHMENT A****Economic Development Board Application - Submission #2311****Date Submitted: 11/26/2024**

Economic Development Board Application

Thank you for applying for the City of Stanwood's Economic Development Board. Board members are appointment by the Mayor with approval from City Council. Once your application is received, it will be sent to the Mayor for review.

First Name

Natalie

Last Name

Hagglund

Phone Number

360 [REDACTED]

Email Address

[REDACTED]

Residential Address

[REDACTED]

City

Stanwood

State

WA

Zip Code

98292

Do you live within Stanwood city limits?☐ Yes☒ No**Do you represent a business located within Stanwood city limits?**☐ Yes☒ No**Do you represent a nonprofit located in Stanwood city limits?**☒ Yes☐ No

Why are you interested in joining the Economic Development Board?

I think it's extremely valuable to have a representative from the nonprofit sector on the board. I think that the Stanwood-Camano Area Foundation is a good fit, as we have relationships with all of our local nonprofits and can speak to the interests of those organizations.

Please explain your background and experience

I grew up in Stanwood and have raised my family here. I lived in the city for 20 years before moving back to unincorporated Stanwood, three years ago. I served two terms on the Stanwood-Camano School District Board of Directors. I taught preschool at Our Saviour's Lutheran for 10 years. I have volunteered heavily in our community and now serve as Executive Director of SCAF.

Is there anything else that you would like to share?

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CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: **10**

DATE: January 9, 2025

SUBJECT: Six-Year Transportation Improvement Plan 2026-2031
- Conduct Public Hearing
- Consider Adoption of Resolution 2025-01

CONTACT PERSON: Alan Lytton, City Engineer

ATTACHMENTS:

- A. RCW 35.77.010
- B. Project List
- C. Map of Project Locations
- D. Project Descriptions and Cost
- E. Transportation Element vol 2 2024-2044
- F. Resolution 2025-01 Six-Year TIP 2026-2031

PURPOSE

This agenda item is presented for the Council's consideration and approval of Resolution 2025-01 (Attachment F), which outlines the City of Stanwood's Six-Year Transportation Improvement Plan (TIP). The projects included were recently reviewed and approved during the Council's update of the 2025-2030 Capital Improvement Plan (CIP). A Public Hearing will be held to gather testimony on the proposed TIP, after which the Council will consider approving the resolution.

BACKGROUND

The City is required to prepare and adopt a Transportation Improvement Plan (TIP) by July each year, covering the next six calendar years. Staff is requesting early approval of the 2026-2031 TIP to align with the upcoming Budget Process and the Capital Improvement Plan. Approving the TIP early allows for more accurate budget estimates and streamlines the review process for both City Council members and staff by consolidating the review and discussions of transportation projects. The Six-Year TIP must align with the adopted Comprehensive Plan and be submitted to the Washington Department of Transportation and the Puget Sound Regional Council. The 2026-2031 TIP aligns with the adopted 2025-2030 CIP.

Staff and the Public Works Committee reviewed the City's existing six-year TIP as well as future transportation improvement projects to update Stanwood's Six-Year TIP as required by RCW 35.77.010 (Attachment A). The council has also reviewed and approved these projects on the 2025-2030 Capital Improvement Plan.

The purpose of the Six-Year TIP is to assure that each city and town shall have available advanced plans looking to the future for not less than six years as a guide in carrying out a coordinated transportation program.

The approved plan may at any time be revised by a majority vote of the council, but only after a public hearing(s) has been noticed and held. Projects seeking grant or outside funding need to be identified on the Six-Year TIP.

The following table is a summary of changes that will be made to the 2026-2031 proposed TIP.

SUMMARY OF CHANGES FOR 2026-2031 TO THE TRANSPORTATION IMPROVEMENT PLAN

Project #	WSDOT #	Project Name	Description	Action Taken
1	STN-12	Viking Way Phase 2	This project will extend Viking Way from its current endpoint, about 200 feet east of 92nd Ave NW, to connect with 92nd Ave NW. The new roadway will include curbs, gutters, planter strips, streetlights, sidewalks on both sides, landscaping, and underground utilities.	Removed. Project completed by 2026.
12	WA-09924	Church Creek Loop Trail	Trail system around Church Creek Park.	Removed. Project completed by 2026.
17	WA-15743	City Beautification Project	Smaller projects to improve the aesthetics of the City, including banners, wayfinding signs, plantings, and small art project.	Remove. Not a transportation related project.
7	TBS	SR532 and 72 nd Crosswalk and Signalization	The SR532 and 72nd Avenue Intersection Crosswalk Project will improve pedestrian safety and accessibility by adding a new North/South crossing on the east side of the intersection. Key project features include: • Channelization revisions to accommodate the new crosswalk and improve traffic flow. • New ADA-compliant ramps to ensure accessibility for all users.	Add: New Project added

			- Signal equipment upgrades, including: - Right-turn Flashing Yellow Arrows (FYAs) to enhance traffic signal efficiency. - Accessible Pedestrian Signal (APS) upgrades for improved pedestrian safety and navigation. This project will provide safer pedestrian access while modernizing traffic controls to better serve both drivers and pedestrians at this key intersection.	
13	TBD	101 st Ave Reconstruction and Overlay	The 101st Avenue NW Reconstruction Project will improve safety, accessibility, and infrastructure along 101st Avenue NW between 271st Street NW and 273rd Street NW. Key project features include: - Drainage improvements to manage stormwater effectively and protect the roadway. - New curbs and gutters for better roadway definition and durability. - Sidewalks on both sides to enhance pedestrian safety and connectivity. These improvements will provide a safer and more efficient roadway while supporting the long-term needs of the community.	Add: We are adding this project back to the TIP to match the CIP. It was removed from the 2025-2030 TIP.
18	TBD	Overlay and ADA Improvements	The Asphalt Overlay and ADA Upgrades Project focuses on improving federally classified routes to enhance roadway safety, accessibility, and longevity. Key project features include: - Asphalt overlays to provide smoother, safer road surfaces and extend pavement life. - ADA-compliant upgrades to ensure accessibility for all users, including curb ramps and sidewalk improvements. - Grant-dependent funding through the Transportation Benefit District (TBD), with projects planned annually based on available	Add: New Project added

			funding. This project will maintain critical transportation routes, ensuring they remain safe, functional, and accessible for all members of the community.	
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Please note that there has historically been some confusion regarding the numbering of these projects. Starting with the 2026-2031 TIP and going forward, projects will be labeled as follows:

- **WSDOT #:** This is the number assigned once the project is entered into the WSDOT database. If a project is new the number will be issued once its entered.
- **Project Number:** This is the city's internal reference number, used specifically for identifying projects during TIP reviews.
- **MAP ID:** This corresponds to the number on the map indicating the project's location.

This new labeling system is intended to provide clarity and consistency.

ANALYSIS

There are no budget impacts or costs for development of the City's TIP. Council understands that it is not a requirement to fund all projects that are listed on the TIP. However, the TIP provides the City with a project list establishing the necessary foundation for the City to apply for State and Federal grant opportunities as well as analyzing and developing budget allocations sufficient to plan, engineer, permit, purchase right of way, and construct the proposed improvements as funds become available in the future.

RECOMMENDATIONS

Committee/Board Recommendation: The Six-Year TIP has undergone thorough review by the Public Works Committee and was approved by the Council as part of the 2025-2030 Capital Improvement Plan. Therefore, the recommendation is to hold a public hearing and adopt the plan by resolution prior to the July deadline.

CITY COUNCIL OPTIONS

- 1) Hold the public hearing to take comments on the Six Year Transportation Improvement Plan 2026-2031 and approve Resolution 2025-01.
- 2) Do not hold the public hearing. Send this item back to staff and the Public Works Committee for additional information, review, and revision. RCW 35.77.010 requires cities to hold a public hearing and adopt a revised and extended

comprehensive transportation program before July 1st of each year. The Six Year TIP must be filed with the secretary of transportation not more than thirty days after its adoption. The purpose of this RCW is to assure that each city and town shall perpetually have available advanced plans looking to the future for not less than six years as a guide in carrying out a coordinated transportation program.

RECOMMENDED ACTION AND MOTION

OPEN A PUBLIC HEARING TO CONSIDER TESTIMONY REGARDING ADOPTING THE SIX YEAR TRANSPORTATION IMPROVEMENT PLAN (TIP) 2026-2031

I MOVE TO ADOPT RESOLUTION 2025-01 THE CITY OF STANWOOD'S SIX-YEAR TRANSPORTATION IMPROVEMENT PLAN 2026-2031

RCW 35.77.010**Perpetual advanced six-year plans for coordinated transportation program expenditures—Nonmotorized transportation—Railroad right-of-way.**

(1) The legislative body of each city and town, pursuant to one or more public hearings thereon, shall prepare and adopt a comprehensive transportation program for the ensuing six calendar years. If the city or town has adopted a comprehensive plan pursuant to chapter 35.63 or 35A.63 RCW, the inherent authority of a first-class city derived from its charter, or chapter 36.70A RCW, the program shall be consistent with this comprehensive plan. The program shall include any new or enhanced bicycle or pedestrian facilities identified pursuant to RCW 36.70A.070(6) or other applicable changes that promote nonmotorized transit.

The program shall be filed with the secretary of transportation not more than thirty days after its adoption. Annually thereafter the legislative body of each city and town shall review the work accomplished under the program and determine current city transportation needs. Based on these findings each such legislative body shall prepare and after public hearings thereon adopt a revised and extended comprehensive transportation program before July 1st of each year, and each one-year extension and revision shall be filed with the secretary of transportation not more than thirty days after its adoption. The purpose of this section is to assure that each city and town shall perpetually have available advanced plans looking to the future for not less than six years as a guide in carrying out a coordinated transportation program. The program may at any time be revised by a majority of the legislative body of a city or town, but only after a public hearing.

The six-year plan for each city or town shall specifically set forth those projects and programs of regional significance for inclusion in the transportation improvement program within that region.

(2) Each six-year transportation program forwarded to the secretary in compliance with subsection (1) of this section shall contain information as to how a city or town will expend its moneys, including funds made available pursuant to chapter 47.30 RCW, for nonmotorized transportation purposes.

(3) Each six-year transportation program forwarded to the secretary in compliance with subsection (1) of this section shall contain information as to how a city or town shall act to preserve railroad right-of-way in the event the railroad ceases to operate in the city's or town's jurisdiction.

[2005 c 360 § 4. Prior: 1994 c 179 § 1; 1994 c 158 § 7; 1990 1st ex.s. c 17 § 59; 1988 c 167 § 6; 1984 c 7 § 23; 1977 ex.s. c 317 § 7; 1975 1st ex.s. c 215 § 1; 1967 ex.s. c 83 § 27; 1965 c 7 § 35.77.010; prior: 1961 c 195 § 2.]

City of Stanwood

2026 – 2031 Transportation Improvement Plant

Project List

1. **Twin City Mile Downtown Renovation Project**

Description: Downtown revitalization with gateway features, reconfigured travel lanes, wider sidewalks, plazas, and park areas. Includes street trees, public art, and traffic calming.

Estimated Start: 2023

Cost: \$5,970,000

MAP ID: 4

2. **Port Susan Trail Phase 3-5**

Description: Design and construct portions of the multi-use looped trail system. Includes trail amenities, gap filling, and Riverfront Plaza development.

Estimated Start: 2025

Cost: \$2,550,000

MAP ID: 5

3. **272nd Street NW Sidewalk**

Description: Add new curbs, gutters, and sidewalks to the north side of 272nd St NW, connecting High School and Brandt Short Plat sidewalks. Includes ADA upgrades.

Estimated Start: 2025

Cost: \$430,000

MAP ID: 6

4. **98th Drive NW Sidewalk**

Description: Widen roadway and add 400 feet of sidewalk, storm drainage, and gutters on the east side of 98th Drive NW between SR532 and 270th St NW.

Estimated Start: 2030

Cost: \$350,000

MAP ID: 7

5. **284th Street NW South Sidewalk**

Description: New sidewalk and storm drainage along the south side of 284th Street NW, between 68th Ave NW and east of 70th Ave NW.

Estimated Start: 2030

Cost: \$350,000

MAP ID: 8

6. **SR532 and 72nd Crosswalk and Signalization**

Description: Add a north/south crosswalk with channelization revisions, ADA ramps, signal upgrades, and flashing yellow arrows at SR532 and 72nd intersection.

Estimated Start: 2025

Cost: \$200,000

MAP ID: 9

7. **Cedarhome Drive NW Sidewalk**

Description: Add 2,400 feet of

sidewalk, curbs, gutters, and ADA upgrades on the south side of Cedarhome Drive NW from 271st St NW to 276th St NW.

Estimated Start: 2030

Cost: \$1,042,000

MAP ID: 10

8. **272nd & 72nd Sidewalk**

Description: Add approximately 1,200 feet of sidewalk with ADA ramps, storm drains, and planter strips to connect existing sidewalks near the School District Maintenance Building and 72nd Ave.

Estimated Start: 2025

Cost: \$800,000

MAP ID: 11

9. **80th & 284th Sidewalk Connection (SW Corner)**

Description: Sidewalk connection on the southwest corner, linking 283rd St NW to 284th St NW near Chandlers Reserve.

Estimated Start: 2025

Cost: \$150,000

MAP ID: 12

10. **SR532 Hamilton Entrance Intersection**

Description: Construct a new roundabout with curbs, gutters, paving, and landscaped planters to improve safety and traffic flow at the SR532 Hamilton Entrance.

Estimated Start: 2028

Cost: \$3,500,000

MAP ID: 13

11. **Heritage Park Loop Trail**

Description: Design and construction of trail improvements to expand and enhance the Heritage Park Loop Trail, improving usability for pedestrians and recreational users.

Estimated Start: 2025

Cost: \$585,000

MAP ID: 14

12. **101st Ave Reconstruction and Overlay**

Description: Reconstruct and overlay 101st Ave NW between 271st and 273rd Streets NW, adding sidewalks, curbs, gutters, and drainage improvements.

Estimated Start: 2030

Cost: \$2,856,368

MAP ID: 15

13. **Sidewalk Repair and Maintenance**

Description: Annual program for small sidewalk repairs, improvements, and maintenance throughout the community to ensure safety and accessibility.

14. **80th Ave NW Reconstruction Phase 2 with Widening**

Description: Widen and reconstruct 80th Ave NW between 280th and 284th Streets NW, adding sidewalks, curbs, gutters, and intersection improvements.

Estimated Start: 2028

Cost: \$5,000,000

MAP ID: 17

15. **284th Street NW Improvements**

Description: Roadway reconstruction and widening between 80th Ave NW and 68th Ave NW, coordinated with the Bakerview and Faulkner developments.

Estimated Start: 2027

Cost: \$1,000,000

MAP ID: 18

16. **Westside Overlays**

Description: Overlay improvements on 104th Dr NW, 102nd Dr NW, 273rd Pl NW, 272nd Pl NW, 271st St NW, and 103rd Dr NW to extend roadway lifespan and improve safety.

Estimated Start: 2025

Cost: \$1,250,000

MAP ID: 19

17. **Overlay and ADA Improvements**

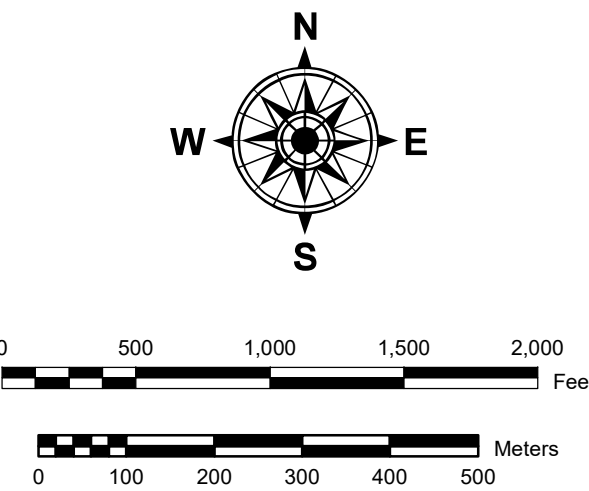
Description: Annual asphalt overlays and ADA-compliant upgrades on federally classified routes to enhance safety, accessibility, and pavement longevity.

Estimated Start: 2025

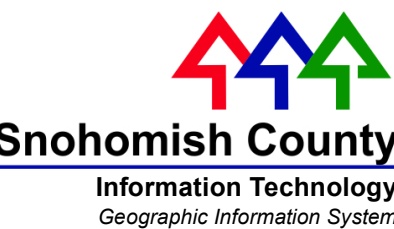
Cost: \$2,288,000

City of
Stanwood
Snohomish County, WA

- State Route
- Major Road
- Street
- Dirt Road, Private Road, Driveway, etc.
- Railroad
- River, Stream, Shoreline
- City Boundary
- UGA
- Park
- Water Feature
- School
- Fire Station
- Police Station

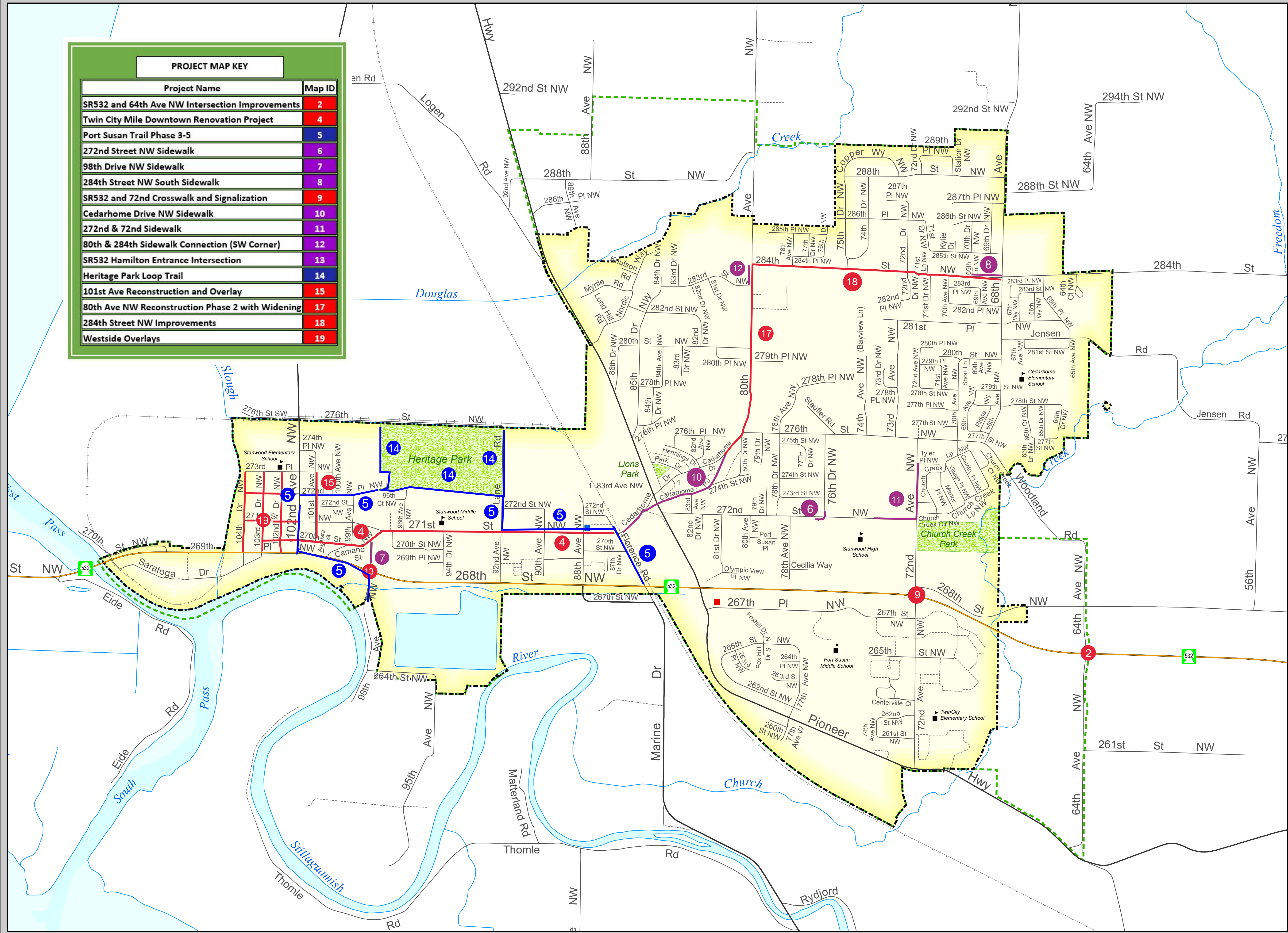


Date: Snohomish County 1.24000
Projection: Stateplane, Washington North Zone, FIPS 4601, Datum NAD83



All maps, data, and information set forth herein ("Data"), are for illustrative purposes only and are not to be considered an official statement or representation of the Snohomish County Code, Amendments and updates to the Data, together with their applicable County Code provisions that apply which are not depicted herein. Snohomish County makes no representation or warranty concerning the content, accuracy, currency, completeness or quality of the Data contained herein and expressly disclaims any warranty of merchantability or fitness for any particular purpose. All persons accessing or otherwise using the Data assume all responsibility for use hereof and agree to hold Snohomish County harmless from and against any damages, loss, claim or liability arising out of any error, defect or omission contained within said Data. Washington State Law, Ch. 42.56 RCW, prohibits state and local agencies from providing access to lists of individuals intended for use for commercial purposes and, thus, no commercial use may be made of any Data comprising lists of individuals contained herein.

PROJECT MAP KEY	
Project Name	Map ID
SR532 and 64th Ave NW Intersection Improvements	2
Twin City Mile Downtown Renovation Project	4
Port Susan Trail Phase 3-5	5
272nd Street NW Sidewalk	6
98th Drive NW Sidewalk	7
284th Street NW South Sidewalk	8
SR532 and 72nd Crosswalk and Signalization	9
Cedarhome Drive NW Sidewalk	10
272nd & 72nd Sidewalk	11
80th & 284th Sidewalk Connection (SW Corner)	12
SR532 Hamilton Entrance Intersection	13
Heritage Park Loop Trail	14
101st Ave Reconstruction and Overlay	15
80th Ave NW Reconstruction Phase 2 with Widening	17
284th Street NW Improvements	18
Westside Overlays	19



Project Number: 1**MAP ID: 4*****Twin City Mile Downtown Renovation Project*****Department:** Street Capital**Type:** Capital Improvement**WSDOT #:** WA-12852**Estimated Start Date:** 2023**Description:**

The Twin City Mile revitalization project aims to transform the City's main downtown corridor, 271st and 270th Streets, by improving connectivity between City Hall Park and the Train Station. The project will include creating gateway features, reconfiguring travel lanes and parking, building wider sidewalks, plazas, and park areas, and adding street trees, public art, and other visual enhancements to improve curb appeal.

Guided by the City Beautification Plan, this Downtown Revitalization Project focuses on investing in infrastructure to create pedestrian-friendly streets, activate storefronts with walkable sidewalks, encourage community festivals, develop usable urban park spaces, and promote local shopping and business activity.

The project will be completed in phases over the next six years:

- **2025:** Safety improvements at 88th St. and mid-block crossing on Main St.; West End Brick Road 100% design; West End Gateway; East End 100% design and construction
- **2026:** Traffic calming at 84th St. and Cedarhome Circle
- **2027:** West End Brick Road and Camano Street construction (TIB dependent)
- **2028:** Continuation of West End construction; 271st St. Middle School mid-block crossing design
- **2029:** 271st St. Middle School mid-block crossing construction
- **2030:** Completion of 271st St. Middle School mid-block crossing

This phased approach ensures steady progress while enhancing downtown's functionality, safety, and visual appeal.

Type of Project: Other Improvements**Detailed Breakdown:**

Project Name	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Construction/Maintenance	\$475,000	\$1,500,000	\$1,000,000	\$500,000	\$500,000	\$0.00
Engineering	\$100,000	\$0.00	\$150,000	\$0.00	\$0.00	\$0.00
TOTAL	\$575,000	\$1,500,000	\$1,150,000	\$500,000	\$500,000	\$0.00

Funding Source:**General Fund:** \$1,329,000**Other Grant Funding:** \$2,150,000**Transportation Improvement Board:** \$454,000**Transportation Benefit District:** \$292,000**Total Project Cost: \$5,970,000**

MAP ID: 6

Page 10 of 30 10.10

Project Number: 3



272nd ST NW Sidewalk

Department: Street Capital
Type: Capital Improvement
WSDOT: WA-09937
Estimated Start Date: 2025

Description:

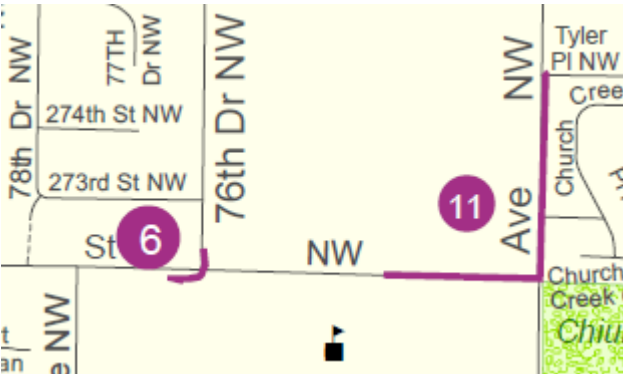
The 272nd Street NW Sidewalk Improvement Project will enhance pedestrian safety and connectivity on the north side of 272nd Street NW, west of 78th Avenue NW.

Key project features include:

- New curbs, gutters, and sidewalks to improve pedestrian access and roadway definition.
- ADA-compliant upgrades to ensure accessibility for all users.

This project will connect the sidewalk installed by the High School and the Brandt Short Plat, creating a continuous and accessible pedestrian corridor. These improvements will enhance safety, walkability, and the overall infrastructure of the area, ensuring better connectivity for residents and students.

Project Location:



Type of Project: New Sidewalk Construction

Detailed Breakdown:

Project Name	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Construction/Maintenance	\$430,000	0.00	0.00	0.00	0.00	0.00
Engineering	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	\$430,000	0.00	0.00	0.00	0.00	0.00

Funding Source:
Transportation Benefit District: \$280,000
General Fund: \$150,000

Total cost: \$430,000

Project Number: 4

MAP ID: 7

98th Drive NW Sidewalk

Department: Street Capital

Type: Capital Improvement

WSDOT: WA-09934

Estimated Start Date: 2030

Description:

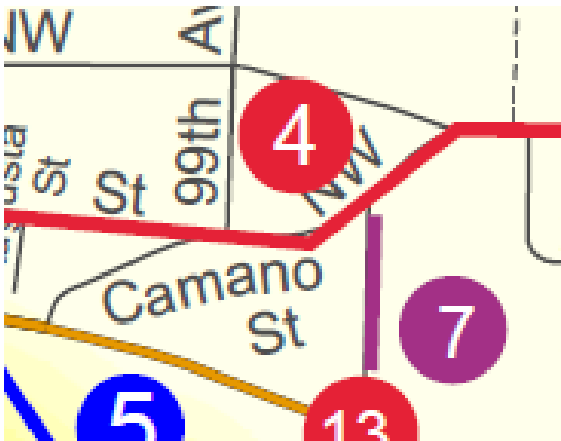
The 98th Drive NW Roadway Widening Project will improve safety, accessibility, and traffic flow along 98th Drive NW between SR532 and 270th Street NW.

Key project features include:

- Roadway widening to enhance vehicle capacity and improve traffic flow.
- Approximately 400 feet of new sidewalk on the east side to provide safe pedestrian access.
- New storm drainage and gutters to improve water management and roadway durability.

These improvements will create a safer and more accessible corridor for pedestrians and vehicles, supporting the growing needs of the community.

Project Location:



Type of Project: New Sidewalk Construction

Detailed Breakdown:

Project Name	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Construction/Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$300,000	\$0.00
Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000	\$0.00
TOTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$350,000	\$0.00

Funding Source:

Transportation Benefit District: \$300,000

General Fund: \$50,000

Total Cost: \$350,000

Project Number: 5

MAP ID: 8

284th ST NW South Sidewalk

Department: Street Capital

Type: Capital Improvement

WSDOT: WA-10041

Estimated Start Date: 2030

Description:

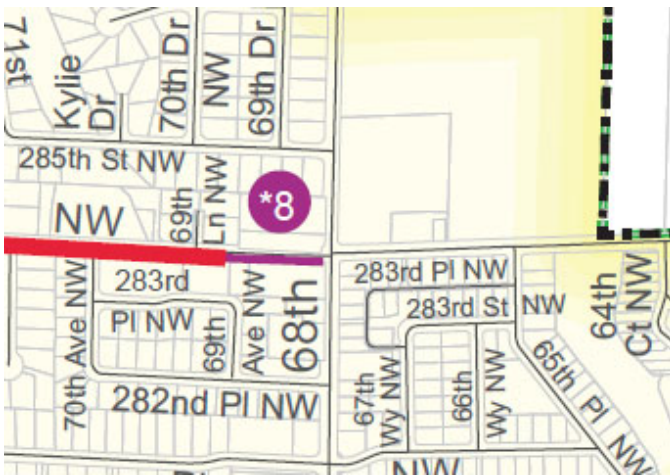
The 284th Street NW South Sidewalk Project will improve pedestrian safety and connectivity along the south side of 284th Street NW, between 68th Avenue NW and east of 70th Avenue NW.

Key project features include:

- New sidewalk installation to provide a safe and accessible walking route for pedestrians.
- Storm drainage improvements to enhance water management and roadway longevity.

These enhancements will create a safer, more walkable environment.

Project Location:



Type of Project: New Sidewalk Construction

Detailed Breakdown:

Project Name	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Construction/Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$300,000	\$0.00
Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000	\$0.00
Land/Right of Way	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000	\$0.00
TOTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$350,000	\$0.00

Funding Source:

Transportation Benefit District: \$270,000

General Fund: \$80,000

Total Cost: \$350,000

Project Number: 6

MAP ID: 9

SR532 & 72nd Crosswalk and Signalization

Department: Street Capital

Type: Capital Improvement

WSDOT: 7

Estimated Start Date: 2025

Description:

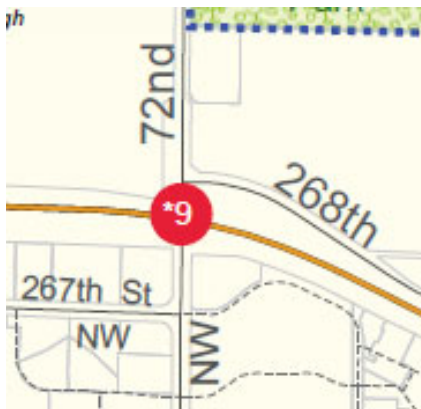
The SR532 and 72nd Avenue Intersection Crosswalk Project will improve pedestrian safety and accessibility by adding a new North/South crossing on the east side of the intersection.

Key project features include:

- Channelization revisions to accommodate the new crosswalk and improve traffic flow.
- New ADA-compliant ramps to ensure accessibility for all users.
- Signal equipment upgrades, including:
 - Right-turn Flashing Yellow Arrows (FYAs) to enhance traffic signal efficiency.
 - Accessible Pedestrian Signal (APS) upgrades for improved pedestrian safety and navigation.

This project will provide safer pedestrian access while modernizing traffic controls to better serve both drivers and pedestrians at this key intersection.

Project Location:



Type of Project: New Sidewalk Construction

Detailed Breakdown:

Project Name	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Construction/Maintenance	\$150,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$150,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Funding Source:

Street Impact Fees **150,000**

Total Cost: \$200,000

Project Number: 7

MAP ID: 10

Cedarhome Drive NW Sidewalk

Department: Street Capital

Type: Capital Improvement

WSDOT: WA-09939

Estimated Start Date: 2030

Description:

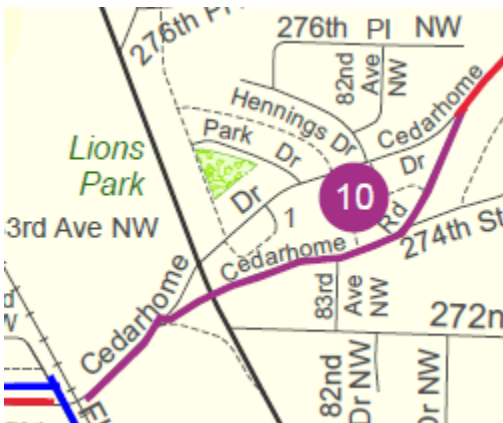
The Cedarhome Drive NW Sidewalk Project will enhance pedestrian connectivity and safety along the south side of Cedarhome Drive NW, between 271st Street NW and 276th Street NW.

Key project features include:

- Approximately 2,400 feet of new sidewalk to provide a continuous and accessible walking route.
- Curbs and gutters to improve roadway definition and drainage.
- ADA-compliant improvements to ensure accessibility for all users.
- Connection to existing infrastructure, including the Wolfkill project area and under the viaduct, extending to 276th Street NW.

These upgrades will create a safer, more accessible corridor for pedestrians while improving infrastructure to support the growing needs of the community.

Project Location:



Detailed Breakdown:

Project Name	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Construction/Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$900,000	\$0.00
Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$142,000	\$0.00
TOTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$1,042,000	\$0.00

Funding Source:

Transportation Benefit District: \$200,000

General Fund: \$842,000

Total Cost: \$1,042,000

Project Number: 8

MAP ID: 11

272nd & 72nd Sidewalk

Department: Street Capital

Type: Capital Improvement

WSDOT: To Be Determined

Estimated Start Date: 2025

Description:

This project will enhance pedestrian safety and connectivity along 272nd Street by adding approximately 1,200 feet of new sidewalk. Key improvements include:

- Sidewalk installation to bridge the gap between the existing sidewalk near the School District Maintenance Building and the existing sidewalk on 72nd Avenue, south of the Upper Left Apartments.
- ADA-compliant curb ramps to ensure accessibility for all users.
- Storm drains to improve drainage and manage runoff effectively.
- Planter strips to enhance aesthetics and create a buffer between pedestrians and traffic.

These improvements will provide a safer, more accessible walking route for residents, students, and visitors while improving the overall connectivity of the area.

Project Location:



Capital Cost: Construction/Maintenance

Detailed Breakdown:

Project Name	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
101 st Ave Reconstruction & Overlays	\$650,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Funding Source:

General Fund: \$800,000

Total Cost: \$800,000

Project Number 9:

MAP ID: 12

80th & 284th Sidewalk Connection (Southwest Corner)

Department: Street Capital
Type: Capital Improvement
WSDOT: To Be Determined
Estimated Start Date: 2025

Description:

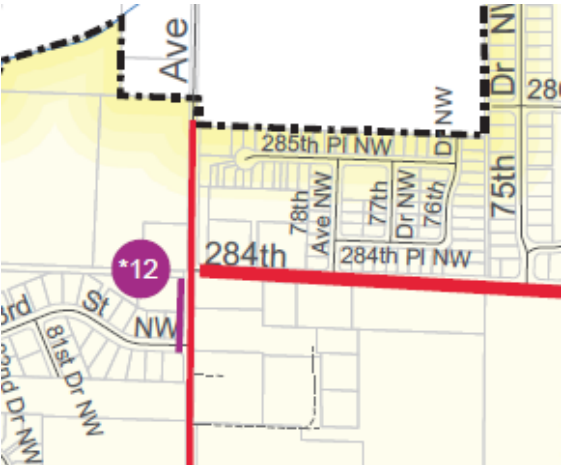
The 80th Avenue NW & 284th Street NW Sidewalk Connection Project will improve pedestrian connectivity on the southwest corner of the corridor, linking 283rd Street NW to 284th Street NW near Chandlers Reserve.

Key project features include:

- New sidewalk installation to provide a safe and continuous pedestrian route.
- Enhanced connectivity between residential areas and nearby infrastructure.

This project will create a safer and more accessible walking path for residents, improving overall connectivity within the community.

Project Location:



Type of Project: Reconstruction

Capital Cost: Construction/Maintenance

Detailed Breakdown:

Project Name	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
80 th & 284 th Sidewalk Connection SW Corner	\$150,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Funding Source: Transportation Benefit District

Total Cost: \$150,000

Project Number: 10

MAP ID: 13

SR532 Hamilton Entrance Intersection

Department: Street Capital

Type: Capital Improvement

WSDOT: WA-08843

Estimated Start Date: 2028

Description:

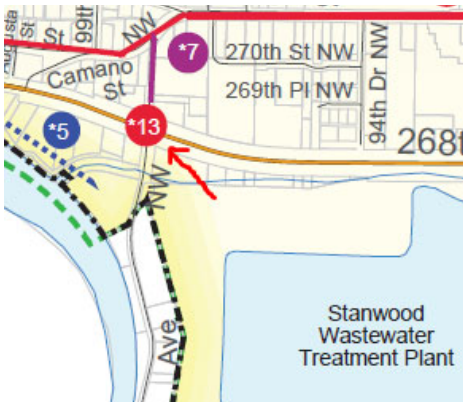
The SR532 to 98th Drive NW Project will improve traffic flow, safety, and infrastructure with the construction of a new roundabout.

Key project features include:

- Roundabout construction to enhance traffic efficiency and reduce congestion.
- New curbs and gutters for improved roadway definition and drainage.
- Paving to ensure a smooth and durable driving surface.
- Landscaped planters to enhance the aesthetics of the intersection.

This project will provide a safer, more efficient intersection while improving the overall appearance and functionality of this key corridor.

Project Location:



Type of Project: Reconstruction

Detailed Breakdown:

Project Name	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Construction/Maintenance	\$0.00	\$0.00	\$0.00	\$2,700,000	\$0.00	\$0.00
Engineering	\$0.00	\$0.00	\$525,000	\$0.00	\$0.00	\$0.00
Land/Right-of-Way	\$0.00	\$0.00	\$275,000	\$0.00	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00	\$800,000	\$2,700,000	\$0.00	\$0.00

Funding Source:

Other Grand Funding \$3,500,000

Total Cost: \$3,500,000

Project Number: 11

MAP ID: 14

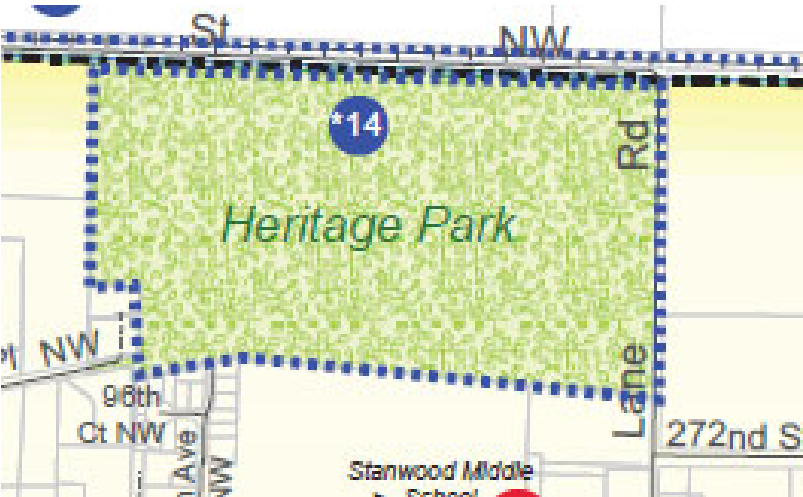
Heritage Park Loop Trail

Department: Park Facilities
Type: Capital Improvement
WSDOT: WA-09922
Estimated Start Date: 2025

Description:

The **Heritage Park Loop Trail Project** focuses on expanding and enhancing pedestrian and recreational infrastructure within Heritage Park. The project includes trail improvements that will provide better accessibility, usability, and connectivity for walkers, runners, and recreational users.

Project Location:



Type of Project: New Construction

Project Proposed total cost: \$585,000

Detailed Breakdown:

Project Name	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Design	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction/Maintenance	\$0.00	\$385,000	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Land/Right-of-Way	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$0.00	\$385,000	\$0.00	\$0.00	\$0.00	\$0.00

Project Number: 12

MAP ID: 15

101st Ave Reconstruction & Overlay

Department: Street Capital

Type: Capital Improvement

WSDOT: To Be Determined

Estimated Start Date: 2030

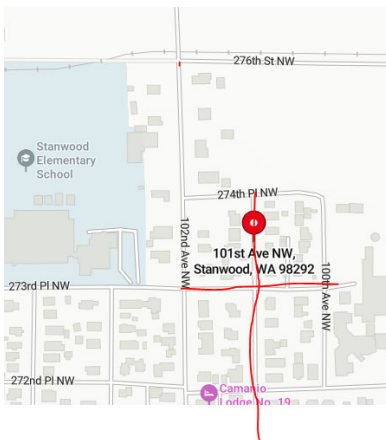
Description:

The 101st Avenue NW Reconstruction Project will improve safety, accessibility, and infrastructure along 101st Avenue NW between 271st Street NW and 273rd Street NW. Key project features include:

- Drainage improvements to manage stormwater effectively and protect the roadway.
- New curbs and gutters for better roadway definition and durability.
- Sidewalks on both sides to enhance pedestrian safety and connectivity.

These improvements will provide a safer and more efficient roadway while supporting the long-term needs of the community.

Project Location:



Type of Project: Reconstruction

Capital Cost: Construction/Maintenance

Detailed Breakdown:

Project Name	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
101 st Ave Reconstruction & Overlays	\$0.00	\$0.00	\$0.00	\$0.00	\$2,856,368	\$0.00

Funding Source:

Other Grant Funding

Total Cost: \$2,856,368

Project Number: 13

Sidewalk Repair and Maintenance

Department: Street Capital

Type: Capital Improvement

WSDOT: To Be Determined

Estimated Start Date: 2027

Description:

The Sidewalk Repair and Maintenance Program provides funding for miscellaneous small sidewalk projects that address repairs, improvements, and maintenance needs throughout the community.

Key project highlights include:

- Repairing and maintaining sidewalks to ensure safety and accessibility.
- Addressing areas in need of improvements that have not yet been identified.
- Supporting long-term pedestrian infrastructure through proactive maintenance.

This program ensures sidewalks remain safe, functional, and accessible for all users while maintaining the quality of the community's pedestrian network.

Project Location:

All over the city, when needed.

Type of Project: Sidewalk Repair and improvements

Detailed Breakdown:

Project Name	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Construction/Maintenance	\$0.00	\$500,000	\$500,000	\$500,000	\$500,000	\$0.00
TOTAL	\$0.00	\$500,000	\$500,000	\$500,000	\$500,000	\$0.00

Funding Source:

General Fund: \$2,000,000

Total Cost: \$2,000,000

Project Number: 14

MAP ID: 17

80th Ave NW Reconstruction Phase 2 with Widening

Department: Street Capital

Type: Capital Improvement

WSDOT: To Be Determined

Estimated Start Date: 2028

Description:

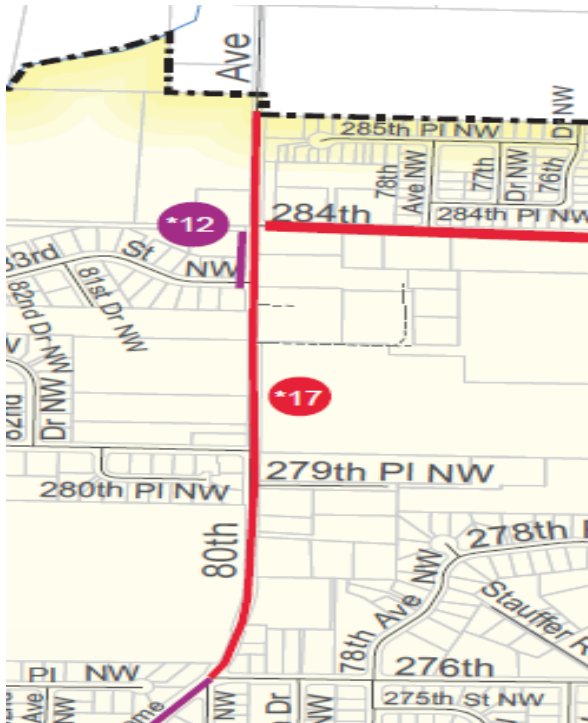
The 80th Avenue NW Reconstruction Phase 2 Project will improve safety, capacity, and infrastructure between 280th Street NW and 284th Street NW.

Key project features include:

- Roadway widening to enhance traffic flow and accommodate increased use.
- Intersection improvements to improve safety and efficiency at key crossings.
- Sidewalk installation wrapping around 283rd Street NW to provide safer pedestrian access.
- New curbs, gutters, and planter strips to improve drainage, roadway definition, and aesthetics.

This project will modernize the roadway, creating a safer and more efficient corridor for vehicles and pedestrians while enhancing connectivity within the community.

Project Location:



Type of Project: Reconstruction

Capital Cost: Construction/Maintenance

Detailed Breakdown:

Category	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Engineering	\$0.00	\$0.00	\$500,000	\$0.00	\$0.00	\$0.00
Land/Right of Way	\$0.00	\$0.00	\$500,000	\$0.00	\$0.00	\$0.00
Construction/Maintenance	\$0.00	\$0.00	\$4,000,000	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$5,000,000	\$0.00	\$0.00	\$0.00

Funding Source:

Developer Funded: \$5,000,000

Total Cost: \$5,000,000

MAP ID: 18

Project Number: 16

MAP ID: 19

Westside Overlays

Department: Street Capital

Type: Capital Improvement

WSDOT: WA-14281

Estimated Start Date: 2025

Description:

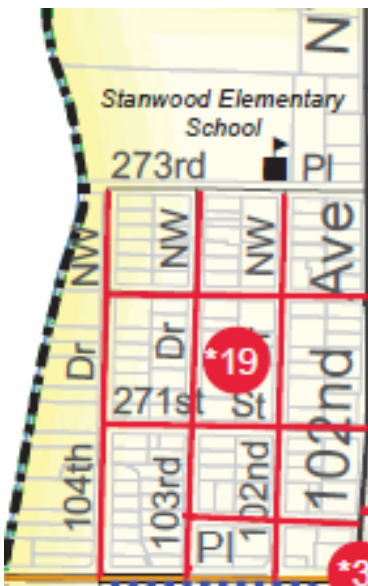
The Westside Overlay Project will improve road surfaces and extend the lifespan of the west side of the City.

Key project features include:

- Overlay improvements on the following roadways: 104th Drive NW, 102nd Drive NW, 273rd Place NW, 272nd Place NW, 271st Street NW, 103rd Drive NW

These overlays will provide smoother, safer roads while preserving transportation infrastructure for residents and visitors.

Project Location:



Type of Project: Street Resurfacing

Detailed Breakdown:

Project Name	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Construction/Maintenance	\$400,000	\$400,000	\$400,000	\$0.00	\$0.00	\$0.00
TOTAL	\$400,000	\$400,000	\$400,000	\$0.00	\$0.00	\$0.00

Funding Source:

Transportation Benefit District: \$1,250,000

Total Cost: \$1,250,000

Project Number: 17

Overlay and ADA Improvements

Department: Street Capital

Type: Capital Improvement

WSDOT: To Be Determined

Estimated Start Date: 2025

Description:

The Asphalt Overlay and ADA Upgrades Project focuses on improving federally classified routes to enhance roadway safety, accessibility, and longevity.

Key project features include:

- Asphalt overlays to provide smoother, safer road surfaces and extend pavement life.
- ADA-compliant upgrades to ensure accessibility for all users, including curb ramps and sidewalk improvements.
- Grant-dependent funding through the Transportation Benefit District (TBD), with projects planned annually based on available funding.

This project will maintain critical transportation routes, ensuring they remain safe, functional, and accessible for all members of the community.

Project Location:

Multiple locations in Stanwood. Each year the streets will be decided based off of need.

Type of Project: Street Resurfacing

Capital Cost: Construction/Maintenance

Detailed Breakdown:

Project Name	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Construction/Maintenance	\$383,000	\$400,000	\$400,000	\$400,000	\$400,000	\$0.00
Engineering	\$45,000	\$50,000	\$50,000	\$50,000	\$50,000	\$0.00
TOTAL	\$428,000	\$450,000	\$450,000	\$450,000	\$450,000	\$0.00

Funding Source:

Transportation Improvement Board: \$2,042,000

Transportation Benefit District: \$246,000

Total Cost: \$2,288,000

CAPITAL FACILITIES LIST - 20 YEAR PLAN

ATTACHMENT E



TRANSPORTATION IMPROVEMENTS

Project Source	Project Type	Project ID	Project Name	Project Location	Description
2015 TIP	Intersection / Operations	I-2	SR 532 / 64th Ave N Intersection	East UGA	Install a roundabout or signal in coordination with WSDOT
2015 TIP		I-3	272nd Street NW / 72nd Ave N Intersection	Uptown Stanwood	Intersection improvement to accommodate bus turning movements and operations. Upgrade to All-Way Stop Control
2015 TIP		I-4	SR 532 / 270th Street NW Intersection	Downtown Stanwood	Install a roundabout as western gateway to downtown area and improve access management in area, widen highway and add turn lane
2015 TIP		I-5	SR 532 / 98th Drive NW Intersection	Downtown Stanwood	project need reiterated in 2022 Survey; Install a roundabout as eastern gateway to downtown area and improve access management in area
2022 Survey			SR 532 / 92nd Ave Intersection	Downtown Stanwood	Consider roundabouts near the 92nd intersection and 102nd intersection to mitigate traffic congestion
2022 Survey			SR 532 / 102nd Ave Intersection	Downtown Stanwood	Consider roundabouts near the 92nd intersection and 102nd intersection to mitigate traffic congestion
2022 Survey			80th Ave / 280th St Intersection	Uptown Stanwood	Poor sight distance at intersection of 80th Ave and 280th Street NW
2022 Survey			80th Ave / 284th St Intersection	Uptown Stanwood	The size and slope of the roundabout doesn't seem right and causes banking to the outside. The roundabout is poorly lit, disorienting, and not at all aesthetically pleasing to see no distinction in that center area of the roundabout.
2022 Survey			Cedarhome Road / Cedarhome Drive Intersection	Downtown Stanwood	Consider roundabout at the triangle intersection
2023 TIP List			72nd Ave / High School Access Intersection	Uptown Stanwood	Intersection control to be upgraded to a signal with new planned development. Specific traffic controls to be determined.
Staff Comments			102nd Avenue NW / 273rd Place NW Intersection	Downtown Stanwood	four way stop or other traffic calming measure needed for stanwood elementary traffic
2015 TIP	Widening / Reconstruction	R-1	72nd Avenue NW Improvements	268th Street NW to 276th Street NW	project need reiterated in 2022 Survey; Reconstruct and widen 72nd Avenue NW, including sidewalks on both sides at missing locations. Three-lane cross-section south of 272nd St NW, two-lane cross-section north.
2015 TIP		R-2	80th Avenue NW Improvements	276th Street NW to 288th Street NW	Reconstruct and widen 80th Avenue NW, including sidewalks on both sides
2015 TIP		R-3	68th Avenue Reconstruction	280th Street to 288th Street	Reconstruct 68th Avenue NW, including a sidewalk on one side
2015 TIP		R-4	272nd Street NW Reconstruction	72nd Avenue NW to Pioneer Highway	Reconstruct and widen 272nd Street NW, including sidewalks on both sides
2015 TIP		R-5	101st Avenue NW Reconstruction	270th Street NW to 274th Place NW	Reconstruct 101st Avenue NW, including sidewalks on both sides
2015 TIP		R-7	284th Street NW Improvements	68th Avenue NW to 80th Avenue NW	Reconstruct and widen 284th Avenue NW, including sidewalks on both sides
2015 TIP		R-9	98th Drive NW Reconstruction	268th Street NW to 271st Street NW	Reconstruct and widen 98th Avenue NW, including sidewalks on both sides



CAPITAL FACILITIES LIST - 20 YEAR PLAN CONTINUED

TRANSPORTATION IMPROVEMENTS CONTINUED

2015 TIP	Widening / Reconstruction	R-13	288th Street NW Reconstruction	80th Avenue NW to Pioneer Highway	Reconstruct and widen 288th Street NW, including sidewalks on both sides
2015 TIP		R-14	64th Avenue NW / Woodland Road	SR 532 to 68th Ave NW	Reconstruct and widen 64th Avenue NW, including sidewalks on both sides
2015 TIP		R-15	64th Avenue	SR 532 to Pioneer Hwy	Reconstruct and widen 64th Avenue NW, including sidewalks on both sides
2022 Survey			103rd Drive NW Improvements	269th Pl to 273rd Pl	103rd Drive NW has no curbs or sidewalks
2022 Survey			West End Roads Improvements	100th Ave through 104th Dr	The roads between 103rd Drive NW to 100th Avenue NW are in poor condition with low lighting and no sidewalks
2022 Survey			Pioneer Highway Improvements		Pioneer Highways should be improved to route traffic off of 102nd Avenue NW and Old Pacific Highway.
2022 Survey			SR 532 Improvements		SR 532 should be divided with a barrier, difficult and high risk to get onto SR 532 from a side street, needs more lanes, synchronizing the traffic lights would alleviate traffic congestion and create a smoother flow of traffic
2022 Survey			Cedarhome Drive Improvements	Uptown Stanwood	Uneven brick road needs improving
2023 TIP List			268th Street Widening	72nd Ave to 64th Ave	
2023 TIP List			Twin City Mile Phase 1	103rd Dr NW to 102nd Ave NW	Construct improvements as part of Twin City Mile. Includes 270th St NW/102nd Ave NW intersection.
2023 TIP List			Twin City Mile Phase 2	102nd Ave NW to 99th Ave	Construct improvements as part of Twin City Mile
2023 TIP List			Twin City Mile Phase 3	99th Ave to 96th Ave	Construct improvements as part of Twin City Mile
2023 TIP List			Twin City Mile Phase 4	96th Ave to 90th Ave	Construct improvements as part of Twin City Mile
2023 TIP List			Twin City Mile Phase 5	90th Ave to 84th Ave	Construct improvements as part of Twin City Mile
2015 TIP	New Roadway	N-3	Downtown to East Residential Connectors		Feasibility study for a new roadway between downtown and east residential areas
2023 TIP List			SR 532/Old Pacific Highway Bypass Route		
2015 TIP	Pedestrian Network	P-2	276th Street NW	76th Drive NW to 68th Avenue NW	project need reiterated in 2022 Survey
2015 TIP		P-4	Cedarhome South	276th Street NW to Florence Road	project need reiterated in 2022 Survey
2015 TIP		P-5	Lovers Lane	92nd Avenue NW to 102nd Avenue NW	Construct sidewalk on both sides of the street
2022 Survey			Sidewalks: 92nd Ave	92nd Ave north of 272nd St	Heritage Park trail abruptly transitions from grass to concrete and ends at 92nd Ave with nowhere to go
2022 Survey			Sidewalks: SR 532	SR 532 overpass bridges	Existing sidewalks in SR 532 overpasses are narrow and immediately next to vehicle lanes - no buffer space

CITY OF STANWOOD COMPREHENSIVE PLAN APPENDIX E: CAPITAL IMPROVEMENT PROJECT LIST



2022 Survey	Pedestrian Network		Sidewalks: SR 532	Stanwood-Camano Bridge	Pedestrian paths are needed along to highway to Camano Island
2022 Survey			Sidewalks: Pioneer Highway	288th Street NW to 72nd Avenue NW/Lindstrom Road	Pioneer Highway northbound has no sidewalks and no safe way to transition down the hill into downtown
2022 Survey			Sidewalks: Pioneer Highway	72nd Avenue NW/Lindstrom Road to Fairgrounds	Pedestrian access (either biking or walking) is needed from the fairgrounds to Pioneer Highway.
2022 Survey			Sidewalks: 80th Ave	284th St to 276th St	Sidewalks are on different sides of the roads without a safe pedestrian crossing and they end abruptly at random points
2022 Survey			Sidewalks: 284th St	80th to 68th	Sidewalk connectivity needed along 284th Street NW
Staff Comments			Sidewalks: 272nd Street NW	Pioneer Hwy to 72nd Ave	sidewalks are too narrow and sinking
2022 Survey			Sidewalks/Crossing: 72nd Ave	Church Creek Park	Church Creek Park needs sidewalks and/or a pedestrian crossing across 72nd
2022 Survey			Pedestrian Crossing: 272nd St	Pioneer Hwy to 72nd Ave	Pedestrian crossings across 272nd Street NW
Staff Comments			Pedestrian Crossing: 102nd Avenue NW	102nd Ave / 272nd Pl intersection	pedestrian crossing across 102nd ave at 272nd intersection
2022 Survey			Pedestrian Crossing: Pioneer Hwy	Triangle Road / 272nd St	Pedestrian staircase at the triangle is in poor condition with steps uneven and needing repair making it difficult for pedestrians.
2022 Survey			Pedestrian Crossing: SR 532 / 72nd Avenue NW	sr 532 / 72nd Ave	Consider adding pedestrian crossing at 72nd and SR 532 intersection
2022 Survey			Pedestrian Crossing: SR 532 / Florence Road	sr 532 / florence rd	Consider adding pedestrian-only bridges along SR 532
Staff Comments			Pedestrian Crossing: SR 532 / Pioneer Highway	sr 532 / pioneer hwy	Safer pedestrian crossing needed
2015 TIP	Bicycle Network		Pioneer Highway	288th Street NW to 72nd Avenue NW/Lindstrom Road	project need reiterated in 2022 Survey
2015 TIP			Cedarhome Drive	88th Avenue NW to 276th Street NW	
2015 TIP			271st St NW	SR 532/270th Street NW to 88th Avenue NW	
2015 TIP			276th Street NW / Lover's Lane	92nd Avenue NW to 102nd Avenue NW	
2015 TIP			Rails to Trails Railroad line	Saratoga Dr to Lovers Lane Rd	
2022 Survey			Bike Lanes: Pioneer Highway	72nd Avenue NW/Lindstrom Road to Fairgrounds	Pedestrian access (either biking or walking) is needed from the fairgrounds to Pioneer Highway.
2022 Survey			Bike Lanes: SR 532	SR 532 overpass bridges	There are no bike lanes or shoulders along the SR 532 bridges with vehicle speed limits at 50 mph putting bicyclists at risk
2022 Survey			Bike Lanes: Old Pacific Highway		Old Pacific Highway does not have bike lanes or shoulders making bike-travel dangerous.

City of Stanwood

RESOLUTION 2025-01

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
STANWOOD ADOPTING A COMPREHENSIVE SIX YEAR
TRANSPORTATION IMPROVEMENT PLAN FOR THE YEARS 2026
THROUGH 2031**

WHEREAS, pursuant to the requirements of RCW 35.77.010, the City of Stanwood did prepare a Comprehensive Six Year Transportation Improvement Plan for 2026 through 2030; and

WHEREAS, pursuant to said law, the City Council of the City of Stanwood did hold a public hearing on the Comprehensive Six Year Transportation Improvement Plan in the Stanwood-Camano School District Administration Building Board Room at Stanwood, Washington on January 9, 2025; and

WHEREAS, notice of said hearing was published in the Stanwood Camano Newspaper on December 31, 2024 and January 7, 2025.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
STANWOOD:**

That the Comprehensive Transportation Improvement Plan, a true copy of which is attached here to and incorporated by reference herein, is hereby adopted.

Be it further resolved that a copy of the Comprehensive Transportation Improvement Plan for the ensuing six years, together with a copy of this resolution, be filed with the Department of Transportation and the Puget Sound Regional Council of the State of Washington.

Upon the motion duly made and seconded, the foregoing resolution was unanimously passed by the City Council.

PASSED by the Stanwood City Council this 9 day of January, 2025.

CITY OF STANWOOD

Sid Roberts, Mayor

ATTEST:

Lisa Sokolik, City Clerk



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 11a
DATE: January 9, 2025
SUBJECT: Selection of Mayor Pro Tempore
CONTACT PERSON: Shawn Smith, City Administrator
ATTACHMENTS: A - Council Rules of Procedure Rule 7

ISSUE

The City Council Rules of Procedure (Attachment A) require councilmembers to choose a mayor pro tempore to serve for the year.

SUMMARY STATEMENT

At the first meeting of the City Council in the new year (2025), as required by the City Council Rules of Procedure, councilmembers must choose a member to serve as mayor pro tempore for the year.

DISCUSSION

The mayor pro tempore serves in the absence or temporary disability of the mayor. The "term" of the pro tempore appointment, according to the City Council Rules of Procedure is one year, and the mayor pro tempore must be chosen at the first meeting of the year. The councilmember serving as mayor pro tempore will continue to have all of the rights, privileges, and immunities of a member of the council.

FINANCIAL IMPACT

There is no financial impact.

CITY COUNCIL OPTIONS

Council must choose a member to serve as mayor pro tempore at their first meeting in 2025.

RECOMMENDED MOTION

**I MOVE TO APPOINT COUNCILMEMBER _____ AS MAYOR PRO
TEMPORE TO SERVE A ONE YEAR TERM IN 2025.**

ATTACHMENT A

ELECTION OF MAYOR PRO TEMPORE

Rule 7. Annually, at the first meeting of the City Council, the members thereof shall choose a member from among their number who shall have the title of Mayor Pro Tempore. In addition to the powers conferred upon him/her as Mayor Pro Tempore, he/she shall continue to have all the rights, privileges and immunities of a member of the Council. If a vacancy occurs in the office of Mayor Pro Tempore, the members of the council at their next regular meeting should select a Mayor Pro Tempore from among their number for the unexpired term.



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 11b

DATE: January 9, 2025

SUBJECT: Set 2025 City Council Meeting Calendar

CONTACT PERSON: Shawn Smith, City Administrator

ATTACHMENTS: A – Rules of Procedure Rule No. 2
B – Proposed 2024 City Council Meeting Calendar

Resource Link:

<https://stanwoodwa.org/DocumentCenter/View/6769/Rules-of-Procedure?bidId=>

PURPOSE

The purpose of this agenda item is for Council consideration and approval of the 2025 City Council Meeting Calendar.

BACKGROUND

Council's Rules of Procedure (See Resource link above) Rule 2 states that the Stanwood City Council shall hold regular meetings on the second and fourth Thursday of each month and shall hold four (4) quarterly special meetings, commonly known as Council Workshops.

ANALYSIS

The 2025 calendar prepared for council approval includes setting all regular city council meetings, setting four special meetings, moving meetings that may fall on a holiday, and cancellation of two meetings.

Fiscal Impact			
There is no fiscal impact			
Fund(s):	N/A		
Amount:	\$	Project Estimate:	\$ -
Budget Authorized	☐ Yes ☐ No	Amendment Required	☐ Yes ☐ No ☐ Monitor

RECOMMENDATIONS

Staff Recommendation: Staff recommends setting the 2025 City Council Meeting Calendar as proposed.

Committee/Board Recommendation: The full City Council considers and approves the annual meeting calendar.

CITY COUNCIL OPTIONS

1. The Council may approve the 2025 City Council Meeting Calendar as presented.
2. The Council may direct changes to the proposed 2025 City Council Meeting Calendar and approve an amended version.
3. The Council may direct staff to bring back alternative meeting dates and a revised 2025 Meeting Calendar at a later date.

PROPOSED MOTION

I MOVE TO APPROVE AND SET THE 2025 CITY COUNCIL MEETING CALENDAR AS PRESENTED AND TO PUBLISH ALL DATES ON THE CITY WEBSITE.

ATTACHMENT A

COUNCIL MEETINGS

Rule 2. The regular meetings of the Stanwood City Council shall be held at 7:00 p.m. on the second and fourth Thursday of each month. When the date for any regular meeting of the City Council falls upon a day designated by law as a legal or national holiday, such meeting shall be held at the same hour on the next succeeding Monday or the previous Monday, not a holiday. (SMC 2.44.035)

Cancellations. During an open public meeting a majority of the Council may agree to cancel an upcoming regular meeting, special meeting, or workshop meeting. Also, if no items of business have been submitted to the City Clerk for consideration at said upcoming meeting, the Mayor, Mayor pro tem and City Clerk may cancel the upcoming meeting, if all agree. In the case of such cancellation, payroll checks and vouchers will be approved at the next regular City Council meeting. (RCW 42.24.180/SMC 3.20.020)

ATTACHMENT B

January 2025

Thursday, January 9 Regular City Council Meeting 7:00 pm
Thursday, January 23 Regular City Council Meeting 7:00 pm

February 2025

Thursday, February 13 Special Workshop Meeting 5:00 pm
Thursday, February 13 Regular City Council Meeting 7:00 pm
Thursday, February 27 Regular City Council Meeting 7:00 pm

March 2025

Thursday, March 13 Regular City Council Meeting 7:00 pm
Thursday, March 27 Regular City Council Meeting 7:00 pm

April 2025

Thursday, April 10 Regular City Council Meeting 7:00 pm
Thursday, April 24 Regular City Council Meeting 7:00 pm

May 2025

Thursday, May 8 Special Workshop Meeting 5:00 pm
Thursday, May 8 Regular City Council Meeting 7:00 pm
Thursday, May 22 Regular City Council Meeting 7:00 pm

June 2025

Thursday, June 12 Regular City Council Meeting 7:00 pm
Thursday, June 26 Regular City Council Meeting 7:00 pm

July 2025

Thursday, July 10 Regular City Council Meeting 7:00 pm
Thursday, July 24 Regular City Council Meeting 7:00 pm

August 2025

Thursday, August 14 Special Workshop Meeting 5:00 pm
Thursday, August 14 Regular City Council Meeting 7:00 pm
Thursday, August 28 Regular City Council Meeting 7:00 pm ** CANCELLED

September 2025

Thursday, September 11 Regular City Council Meeting 7:00 pm
Thursday, September 25 Regular City Council Meeting 7:00 pm

October 2025

Thursday, October 9 Special Workshop Meeting 5:00 pm
Thursday, October 9 Regular City Council Meeting 7:00 pm
Thursday, October 23 Regular City Council Meeting 7:00 pm

November 2025

Thursday, November 13 Regular City Council Meeting 7:00 pm
Monday, November 24 Regular City Council Meeting 7:00 pm ** Moved due to holiday

December 2025

Thursday, December 11 Regular City Council Meeting 7:00 pm
Thursday, December 25 Regular City Council Meeting 7:00 pm **CANCELLED



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 11c

DATE: January 9, 2025

SUBJECT: Building and Fire Code Updates

CONTACT PERSON: Patricia Love, Community Development Director
Scott Black, Building Official

ATTACHMENT: A – Amendment to the Building Code

PURPOSE

The purpose of this agenda item is for Council to repeal section 14.04.010 adoption of international codes #9 International Wildland Urban Interface Code of the Stanwood Municipal Code that was not adopted by the State.

BACKGROUND

The Council adopted Ordinance 1518 on February 22, 2024. At that time chapter 14.04.010(9), Wildland Urban Interface Code (WUI) was incorporated into the code, as we adopted our code prior to the effective date of adoption by the state.

During the code adoption process at the state level, it was decided that the state would postpone the adoption of the WUI for 1 ½ years to allow for Department of Natural Resources (DNR) to have the time necessary to provide more comprehensive statewide mapping.

ANALYSIS

The City of Stanwood adopted the WUI in preparation for the adoption at the State level, this adoption has been postponed. The removal of the WUI aligns with the state adopted codes and once the new mapping is produced, and is adopted at the state level, the UWI can be reintroduced into the code.

For your reference, the section to be deleted is shown below:

14.04.010 *Adoption of International Codes*

- (9) International Wildland Interface Code, published by the International Code Council, 2021 Edition, together with Washington State amendments as set forth in Chapter 51-55 WAC, is hereby adopted, except that:

(a) Section 106 is amended to add the following:

(i) 106.3 Work exempt from permit.

#1 One-story detached accessory structures used as tool and storage sheds, playhouses, and similar uses, provided that the floor area is not greater than 200 square feet.

#2 Fences not over 7' (1829mm) high.

(b) Section 113.1, Appeals, is amended. All appeals must follow the process established in SMC 14.04.020.

RECOMMENDATIONS

Staff Recommendation:

The Council accept the first reading of Ordinance 1545 amending Title 14 of the Uniform Codes, specifically section 14.04.010(9) until the new maps are prepared and adopted by the State.

CITY COUNCIL OPTIONS

1. Accept the first reading of Ordinance 1545 amending Chapter 14 the Uniform Codes and proceed with the second and final reading.
2. Request changes to the Ordinance and direct staff to address specific Council issues or concerns prior to Council reconsideration the ordinance.

PROPOSED MOTION

“I MOVE TO APPROVE THE FIRST READING OF ORDINANCE 1545 AS SET FORTH IN EXHIBIT A AS ATTACHED, AMENDING TITLE 14 OF THE STANWOOD MUNICIPAL CODE, UNIFORM CODES, AND PROCEED WITH THE SECOND AND FINAL READING.”

**CITY OF STANWOOD
WASHINGTON**

ORDINANCE NO.1545

**AN ORDINANCE OF THE CITY OF STANWOOD, WASHINGTON, AMENDING
STANWOOD MUNICIPAL CODE CHAPTER 14.04.010, UNIFORM CODES, TO
REPEAL THE WILDLAND URBAN INTERFACE REGULATIONS AND ESTABLISHING
AN EFFECTIVE DATE.**

WHEREAS, the city adopted Ordinance 1518 on February 22, 2024, updating the Municipal Code as it relates to the Uniform Building and Fire Codes; and

WHEREAS, section 14.04.010(9) adopts the International Wildland Urban Interface Code as published with the International Code Council and Washington State Amendments;

WHEREAS, Washington State has not mandated the IWUIC statewide but has implemented significant wildfire mitigation policies; and

WHEREAS Washington State has directed the Department of Natural Resources (DNR) to map the Wildland-Urban Interface (WUI) as part of wildfire risk mitigation efforts; and

WHEREAS, the mapping effort is intended to help identify areas where urban development overlaps with wildfire-prone vegetation; and

WHEREAS, DNR is actively working on updating the Wildland Urban Interface maps; and

WHEREAS, the Washington State Building Code Council (SBCC), delayed the implementation of the WUI for at least one and a half years to finalize the maps; and

WHEREAS, the City of Stanwood adopted the WUI prior to the SBCC delaying the implementation of the WUI code; and

WHEREAS, the Community Development Department is not currently enforcing the WUI due to the needed map changes; 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; and

WHEREAS, the Responsible Official has determined that the adoption of building codes is exempt from the State Environmental Policy Act (SEPA) under administrative actions containing no substantive standards respecting use or modification of the environment per WAC 197-11-800(19), Procedural Actions; and

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 14.04.010(9), Wildland Urban Interface Code, is repealed in its entirety.

Section 2. Effective Date. This Ordinance shall take effect five days after its passage and publication as required by law.

PASSED and APPROVED this ____ day of _____, 2025.

CITY OF STANWOOD:

Sid Roberts, Mayor

Attest:

Lisa Sokolik, City Clerk

Approved as to Form:

Nikki Thompson, City Attorney

Date of Publication: _____

Effective Date: _____