

CITY OF STANWOOD
City Council - Special Workshop Meeting
Thursday, March 10, 2022 – 5:00 p.m.
Zoom Online Meeting & Telephone
MINUTES

Call to Order

Mayor Sid Roberts called the meeting to order at 5:00 p.m.

Attendance

Councilmembers present: Dani Gaumont, Marcus Metz, Darren Robb, Tim Pearce, Steve Shepro, Andreena Bergman and Tim Schmitt.

Also present: City Administrator Shawn Smith, Community Development Director Patricia Love, Public Works Director Kevin Hushagen, Finance Director David Hammond, Finance Manager Wendy Dowhower, Fire Chief John Cermak, Assistant to the Administrator and Communication Manager Krista Hintz, and City Clerk Lisa Sokolik.

1. Parks and Recreation Feasibility Study

Community Development Director Patricia Love presented a summary of the Parks and Recreation Feasibility Study and its recommendations. Berk Consulting was hired to guide the City through the process of evaluating existing conditions and needs and to help identify options to provide improved park and recreational services to Stanwood's residents. Berk conducted several interviews with the Parks and Trails Advisory Committee, the Economic Development Board, Public Works Maintenance Staff, City Management Team, and a Steering Committee. Across all groups, the following common desires were stated:

- Increase maintenance levels to have tournament-ready ballfields
- Increase signage and wayfinding around the city
- Improve trails and walkability
- Increase parking capacity and improved parking maintenance
- Increase park development and planning

The draft report recommends applying a phased and scalable approach to improving city parks and services prior to formally creating a City Parks Department. This scalable approach starts with the creation of a "Parks Team" consisting of existing employees that will be dedicated to parks planning and maintenance that will work together, in the same space, to improve communication. Service Level 1 could be implemented upon Council acceptance of the report.

Service level 2 is to create a parks division within Public Works and Service Level 3 is to create a full parks department within Public Works which includes recreational programming.

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Mayor Roberts asked if the city could afford Service Level 2 and what would it look like. Finance Director Hammond responded that Council should pause before deciding on moving to Service Level 2 as the 2023-2024 budget deliberations are coming up and there are many things that will affect the general fund budget.

City Administrator Smith commented that for Service Level 1 all Parks Department staff will be housed out of the Public Works Shop which will create better communication and higher level of service with little impact to the general fund.

Councilmember Shepro asked if a mid-term report of Service Level 1 could be brought to council to help Council's later discussions.

2. American Recovery Plan Act (ARPA), State & Local Fiscal Recovery Funds Discussion

Finance Director Hammond discussed the rules of spending ARPA funds. The city received \$1,018,070 in 2021 and will receive another \$1,018,070 in 2022. The US Department of Treasury issued its Final Rule on the use of these funds in January, which has an effective date of April 1, 2022. Under the Final Rule, cities may use a standard allowance in lieu of the formula prescribed by the Interim Final Rule. By this rule, all of Stanwood's ARPA funding is considered revenue replacement, thus can be used for any governmental purpose.

Proposed ARPA funded projects include:

- Budget Software
- SCADA Network Vulnerability Software
- Regional Fire Authority Revenue Loss
- Lincoln Hill Retirement Community/Senior Center
- Brick Road Gateway
- Special Event Support
- Event State and Tent
- Municipal Code Update
- City Beautification Project – Power Installation
- Flashing Crosswalk Signs
- Digitization of Building Permits
- Physical Security Improvements
- Indirect Costs

Councilmembers discussed the proposed ARPA funded projects. City Administrator Smith clarified that the discussion is just for the first round of ARPA funds. Hammond reminded council that the ARPA funds should be used for one-time expenses and not used for ongoing expenses.

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Councilmembers concluded their discussion and asked that staff be open to receiving additional input by email or phone call and for staff to bring the list back to council in April for an action item designating use of the funding.

2. Adjourn

Mayor Roberts Adjourned the meeting at 6:28 pm.

CITY OF STANWOOD



Sid Roberts, Mayor

ATTEST:



Lisa Sokolik, City Clerk