

PUBLIC WORKS/PARKS COMMITTEE MEETING
Monday, February 5, 2018 – 5:00pm
Wastewater Treatment Plant – 26729 98th Drive NW
MINUTES

Attendance:

Councilmembers:	Rob Johnson, Tim Pearce, Larry Sather
City Staff:	Kevin Hushagen, Shawn Smith, Carly Ruacho, Lisa Sokolik
Other:	Tim Schmitt

The full meeting agenda packet with detailed information can be found on the City's website at www.ci.stanwood.wa.us

1. PROS Plan Update

In order to be eligible for grant opportunities for the parks, the city must adopt a new plan that meets the requirements and submit it to the Recreation and Conservation Office (RCO) by March 1, 2018.

Committee Recommendation: The committee unanimously voted for option 1. Recommend that staff move the updated PROS Plan forward to City Council for Consideration.

2. Les Schwab Request for Easement and Floor Tear-up Agreements to be Removed

The Public Works Committee reviewed attachment C, the survey showing the location of the easement. Staff confirmed that the water line does not run under the Les Schwab building but runs through the easement on the south side of the building so there is no need for the tear-up agreement or the 2 water line easements. The sewer easement would remain in place.

The committee directed staff to contact Les Schwab's council to have them proceed with finalizing paper work to relinquish the floor tear-up agreement and the 2 water line easements at the sole cost of Les Schwab. Have City attorney review documents before taking to full council.

Committee Recommendation: take to full council with the recommendation to relinquish the 2 water line easements and the floor tear-up agreement.

Discussion Items:

Committee Procedures:

- **Elect Committee Chair**

The Committee unanimously elected Council Member Rob Johnson to serve as Chair.

- **Set meeting day/time**

1st Monday of the month at 5:00pm at the Wastewater Treatment Plant.

- **Holidays**

Meetings that fall on a holiday will be moved to the following Monday.

- **Spring Break**

The April 2nd meeting will be moved to April 9th due to Spring Break.

- **Committee Recommendations**

The committee will be more formal when making a motion or recommendation

- **Binders:** Binders will no longer be kept for each committee member; a binder will be kept for the PW Director. The agenda packet will be printed off for each committee member and handed out at the meeting. To save paper, only one copy of large attachments will be printed off and made available at the meeting. All agenda items can be viewed online on the city's website.

Chlorine Generation

The cost to repair the Chlorine Generation will be a little over \$55,000 which will come out of repair and maintenance; the finance director will get approval from city council to do a budget amendment. Staff did not go out for bid for a contractor as this repair falls under the category of Sole Source.