CITY OF STANWOOD

Regular Meeting of the City Council
*Thursday, February 21, 2008 – **7:00 p.m.***
Stanwood-Camano School District Administration Building Board Room

MINUTES

1. Call to Order and Pledge of Allegiance

Mayor Dianne W. White called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

2. Roll Call

City Clerk Melissa Collins called the roll with the following Councilmembers present: Timothy Loney, Arne Wennerberg, Shelley Klasse, Conrad Ryer and Bill Carlton.

Councilmember Chappel's absence was excused.

3. Special Presentations

Police Chief David Bales introduced Snohomish County Sheriff John Lovick.

Sheriff Lovick honored Deputy Wynn Holdal for his 35 years of service with the Snohomish County Sheriff's Office.

4. Staff Announcements

City Clerk Melissa Collins reminded Council of the upcoming retreat. Councilmember Klasse expressed some concern about the Mayor being unable to attend and felt the Council should re-schedule.

A unanimous decision was made to move the retreat to Saturday, March 8, 2008.

5. Citizen Comments

There were no citizen comments.

6. Approval of the Agenda

Mayor White announced adding item 8C; City Administrator Discussion and deleting item 11; Executive Session on the agenda.

Motion by Councilmember Loney, second by Councilmember Klasse to approve the amended agenda; with the addition under new business item 8C, City Administrator Discussion and removal of item 11; Adjourning to Executive Session.
Motion carried unanimously.

7. Consent Agenda

a. Approval of Payroll Checks and Vouchers

Motion by Councilmember Carlton, second by Councilmember Kelley to approve the consent agenda to include items a; voucher checks #12319 through #12384 in the amount of $737,058.86; and voided check #12328; and payroll checks warrant #4673 through #4775 in the amount of $129,526.34.
Motion carried unanimously.

8. New Business

a. Award the bid for the Lions Park Construction Project to HB Hansen in the amount of $174,013.71

Community Development Director Stephanie Hansen presented the staff report and explained that in 2006 the City adopted a Parks and Recreation Plan. During several community meetings a prioritized list of parks projects were developed and in 2007, the City hired Hough Beck and Baird to develop a Master Plan for Lions Park.

Ms. Hansen said on January 3, 2008, the City publicly noticed and requested bids for the construction of Lions Park. The park will be constructed in two phases. She stated the release of the bid request attracted 17 sealed bids, which ranged from the lowest bid of $174,013.71 to the highest of $361,956. City staff and the City Engineer have confirmed that HB Hansen is the lowest responsive bidder as well as receiving favorable reference checks.

Ms. Hansen went on to say the original cost estimate to construct the park as designed in the Master Plan was $273,738. In December of 2007, the total Engineer's estimate for the entire project came in at $307,220.15, which included a total cost for phase I, phase II and all donated materials and labor. She explained the probable cost of construction for phase I was estimated at $220,937.28 and the estimated cost for phase II, including contracted work, and all donated labor and materials is $86,282.87. A portion of phase II will be donated labor and materials, therefore, the actual City cost will be less.

Ms. Hansen continued by saying the 2008 budget has $200,000 allocated to Lions Park and construction of this project was anticipated to begin in 2007. She said the budget for the project was split between 2007 and 2008 and that

during the budget preparation staff anticipated $200,000 would be necessary in 2008 in order to complete the project. However, delays in engineering resulted in the delay of the start of construction, which will take place entirely within 2008. She added depending on other park expenditures during the course of the year a budget amendment may be necessary to complete phase II of the project.

Ms. Hansen advised Council that the City has collected approximately $21,000 in community donations and grants from the following sources:

▪ Norcliff Foundation:	$10,000
▪ Floyd James:	5,000
▪ McEachern Foundation:	4,000
▪ Watters Charitable Trust:	1,500
▪ Stanwood Camano Area Foundation:	500
▪ Danika Mogensen & Brianna Gillett (and friends)	316

In-kind donations have been or are expected to be provided by the following:

- Stanwood RediMix
- Lighthouse Christian Fellowship
- Stanwood Lions Club
- Starbucks

Ms. Hansen ended by saying an additional grant of $25,000 from Lowe's is pending.

Motion by Councilmember Klasse, second by Councilmember Loney to award the Lions Park Construction Project to HB Hansen in the amount of $174,013.71 and authorize Mayor White to sign all necessary documents, subject to final approval by the City Attorney.
Motioned carried unanimously.

b. Discussion regarding House Bill 3292

City Attorney Grant Weed discussed House Bill 3292 by saying if this Bill is passed it would require verbatim taping of Executive Sessions. However, recently the Bill failed but it will more than likely be brought back to the Legislature in the future.

c. City Administrator Issues Discussion

Joyce Papke, City Administrator, addressed the following items with Council:

- Update on Law Enforcement Contract
- Upcoming Twin City Idlers Car Show

- Chamber of Commerce Agreement
- Various Fire Contracts

Ms. Papke also discussed the upcoming 4th of July event taking place at Heritage Park. The Mayor asked Council if they would like to continue with this event.

Council agreed this event should continue as the citizens have provided positive feedback and more people attend each year.

Motion by Councilmember Loney, second by Councilmember Klasse that according to the budget and what ever is in the budget and the staff requirements to pull off the event safely we do so.
Motion carried unanimously.

Assistant Fire Chief Darin Reid added the Fire Department is supportive of the 4th of July festivities. Chief Reid also discussed the SAFER Grant and explained that the Federal Emergency Management Agency's (FEMA) opinion is that if the City was to contract services out within five years the City may have to pay back the grant funds. Therefore, FEMA did not recommend the city accept the SAFER Grant.

Ms. Papke thanked Chief Reid for the tremendous amount of work he did.

9. Report of Officers and Committees

a. Mayor's Report

Mayor White reported on the following:

- Chosen as key communicator with the Stanwood-Camano School District.
- Enjoyed a Valentine's Day lunch with her dad at Merrill Gardens.
- Recently attended a breakfast with Snohomish County Councilmember John Koster.
- Met with Steve Pottle with Snohomish County Economic Council.

b. Committee Reports:

- Finance/Economic Development Committee

  No report was given.

- Public Works/Parks Committee

  No report was given.

- Public Safety Committee

  No report was given.

- Community Development/Municipal Campus Committee

  No report was given.

- Human Services

  No report was given.

- Personnel Committee

  No report was given.

- Student Advisor Report

  Drew Kidd, Student Advisor, reported on the upcoming Hoops for Davis on March 21, 2008. He also reported on the high school boys basketball game happening tomorrow, which will determine if the team goes to the state championships.

10. Citizen Closing Comments

Twin City Idlers President Les Anderson spoke about the organization and explained that the group is a 501c3 organization. He said the money raised at the car show goes back in to our community.

11. Adjourn to Executive Session

There was no executive session.

12. Reconvene And Adjourn

There being no further business before the Council, Mayor White declared the meeting adjourned at 8:25 p.m.

CITY OF STANWOOD

Dianne W. White

Dianne W. White, Mayor

ATTEST:

Melissa A. Collins

Melissa A. Collins, City Clerk