

# LYNDEN CITY COUNCIL

MINUTES OF THE REGULAR SESSION

JANUARY 7, 2008

## I CALL TO ORDER

Mayor Jack Louws called to order the January 7, 2008 regular session of the Lynden City Council at 7:00 P.M. at the Lynden City Hall Annex.

## ROLL CALL

Members present: Mayor Jack Louws; Councilors Doug Adelstein, Gary Bode, Dave Burns, Ron De Valois, Tobey Gelder, Gerald Kuiken, and Nick Laninga.

Members absent: None.

Staff present: Fire Chief Gary Baar, Administrative Assistant Rachel Byers, Finance Director Teresa Camfield, Planning Director Amy Harksell, Public Works Director Duane Huskey, Parks and Recreation Director Vern Meenderinck, and City Administrator Bill Verwolf. Also present was City Attorney Bob Carmichael.

## APPROVAL OF MINUTES

*Councilor Kuiken moved and Councilor De Valois seconded that the minutes of the December 17, 2007 regular session be approved. The motion carried.*

## ITEMS FROM THE AUDIENCE

**Scheduled** - None

### **Unscheduled**

Mr. George Werkema, 1607 C Street, Lynden appeared before Council and read a statement that included his disappointment with the action taken by Council at the December 17, 2008 Council meeting regarding the new City Hall project.

Mayor Louws thanked Mr. Werkema for his comments.

Mr. John Theisen, 812 Vine Circle, Lynden, appeared before Council and stated that Council should limit the cost of the new City Hall to \$5,300,000.

Mayor Louws thanked Mr. Theisen for his comments.

## II CONSENT AGENDA

### **Approval of Payroll**

Direct Deposits, Draws and Warrants No. 12735 through 12783 \$ 378,623.10

### **Reappointments to the Planning Commission – Mr. Blair Scott and Mr. Rod Vanderwerff**

*Councilor De Valois moved and Councilor Bode seconded that the items on the Consent Agenda be approved. The motion carried.*

## III PUBLIC HEARING

### **Resolution No. 780 – Adopt Water Use Efficiency Rule**

On December 17, 2007, Council set a Public Hearing date for January 7, 2008 to hear comments in relation to Lynden's 2008-2013 Water Use Efficiency (WUE) Program. This Program is in compliance with Washington State law and Washington State Department of Health directives.

Approval of Resolution No. 780 will adopt two goals for the City of Lynden: reduce distribution system leakage by the year 2010 to meet Washington State Department of Health requirements (3 year running average of 10%); and reduce residential consumer average consumption by 10% over the next 20 years. If approved, these goals will become part of the current proposed draft of the City's Water Comprehensive Plan.

Mayor Louws opened the Public Hearing at 7:07 P.M.

Speaking in favor: None.

Speaking against: None.

***Councilor Bode moved and Councilor Kuiken seconded that the Public Hearing be closed. The motion carried.***

The Public Hearing closed at 7:08 P.M.

***Councilor Bode moved and Councilor Kuiken seconded that Resolution No. 780, adopting the City of Lynden's goal for the 2008-2013 Water Use Efficiency Program, be approved and that the Mayor be authorized to sign said Resolution. The motion carried.***

#### **IV UNFINISHED BUSINESS**

##### **Ordinance No. 1315 – Setting 2008 Property Tax Levy**

The City of Lynden is required by State regulations to adopt a 2008 property tax levy. On November 5, 2007 the Council approved Ordinance No. 1306 which was passed relying on the preliminary figures for the assessed valuation of the City's tax base as provided by the County Assessor at that time.

The original executive summary presented to Council on November 5, 2007 indicated that an Ordinance setting the final, exact levy would be forwarded to the Finance Committee and Council for consideration when the County Assessor's office provided the final 2008 assessed valuation figures. The County Assessor's office has provided the final numbers at this time. For Council information, final calculations result in a total dollar levy amount of \$2,150,545, which is unchanged from preliminary Ordinance No. 1306. This total dollar levy reflects a per \$1,000 of assessed valuation of \$1.73320, a reduction of approximately \$0.58 from the 2007 rate of \$2.31982.

***Councilor Adelstein moved and Councilor Gelder seconded that Ordinance No. 1315, Levying Taxes for General Municipal Purposes for 2008 Taxes Collectible and Payable in 2008, be approved and that the Mayor be authorized to sign said Ordinance. The motion carried.***

#### **V NEW BUSINESS**

##### **Retail Business Market Study**

The Mayor's budget message for 2008 raised the question of increasing the City's retail sales tax base to help diversify the economy to protect the City's revenue stream as the building industry cycles through a lower phase and the state's new streamlined sales tax takes effect. The Community Development Committee has taken the Mayor's comments under serious consideration and is looking at options for the community.

The Center for Business and Economic Research at Western Washington University has completed research showing the flow of sales tax dollars from Lynden and other outlying communities to Bellingham. Based on this information and with the need to augment revenues, the Community Development Committee is exploring the opportunities to employ a consultant to assist the community with identifying the types of retail businesses that would be successful in Lynden. This project would be done in partnership with the Chamber of Commerce and would not only identify businesses that the community could attract, but would explore opportunities for local businesses to expand.

This approach is being considered, rather than just proposing a zoning amendment to eliminate the lid on retail building size, to identify how much property should be zoned for retail uses and the potential size of stores. This will help protect against unplanned development that could have a negative impact on the community.

Two firms with national experience in this type of work and the Small Business Development Center from Western Washington University have been asked to provide the City with proposals for completing this work. Municipal Research and Service Center has confirmed that this type of consulting does not fall under the requirements for selecting professional services. The anticipated cost for this project is \$50,000-\$60,000 and funding may be found within the Planning Department budget and the Hotel/Motel tax fund.

Councilor Kuiken informed Council that Patricia Bell of MapInfo will be speaking at the January 17, 2008 Lynden Chamber of Commerce Membership Luncheon regarding retail sales and he recommended that Council attend the presentation.

***Councilor De Valois moved and Councilor Kuiken seconded that a Special Council meeting be held in order to attend the Lynden Chamber of Commerce Membership Luncheon on January 17, 2008 in order to hear Patricia Bell of MapInfo speak about retail sales and that notices of the meeting be distributed as required by State law. The motion carried.***

#### **Recommendation to Solicit Bids for New City Hall – Project No. 2007-05**

Following the December 17, 2007 City Council meeting and the revised limitation on the costs, the City Hall Design Committee met and recommends the solicitation of bids as outlined in the memo from Mayor Louws, dated December 19, 2007.

***Councilor De Valois moved and Councilor Gelder seconded that authorization to solicit bids for the new City Hall, using plans as revised by the City Hall Design Committee, be granted. The motion carried.***

#### **Item added to the Agenda – Request to Cancel Claims Warrant C-46703**

Finance Department staff requested that Claims Warrant C-46703 payable to Applied Digital Imaging in the amount of \$1,027.09 be cancelled. This vendor has a name and vendor number similar to another existing vendor. Upon keying into the accounts payable system, an incorrect vendor number was assigned. The warrant is being held in the Finance Department safe until Council action

***Councilor Adelstein moved and Councilor Laninga seconded that the request to cancel Claims Warrant C-46703 – Applied Digital Imaging in the amount of \$1,027.09 be approved. The motion carried.***

#### **Other**

##### **Parks Committee Meeting**

Councilor De Valois informed Council that the Parks Committee Meeting had been changed to take place on January 8, 2007 at 6:00 PM.

##### **First Aid and CPR Classes**

Fire Chief Gary Baar informed Council that the start times for the First Aid and CPR classes have been changed from 6:30 PM to 6:00 PM.

##### **City Council Meeting at Berthusen Park**

City Administrator Bill Verwolf informed Council that a group has requested to use the kitchen at Berthusen Park on July 21, 2008 which is the same night Council is scheduled to hold its annual meeting at Berthusen Park.

***Councilor Adelstein moved and Councilor De Valois seconded that the annual Council Meeting at Berthusen Park be changed from July 21, 2008 to August 18, 2008. The motion carried***

## **Main Street Project Update**

Public Works Director Duane Huskey updated Council on the status of the Main Street Project. He expected the paving to be completed in February.

## **VI EXECUTIVE SESSION - Cancelled**

## **VII ADJOURNMENT**

The January 7, 2008 regular session of the Lynden City Council adjourned at 7:43 P.M.

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Rachel Byers, Administrative Assistant

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Jack Louws, Mayor