

# LYNDEN CITY COUNCIL

MINUTES OF THE REGULAR SESSION

August 3, 2009

## I CALL TO ORDER

Mayor Jack Louws called to order the August 3, 2009 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 Gary Bode, Dave Burns, Tobey Gelder, Jerry Kuiken, Nick Laninga, and Larry Tremaine.

Members absent: Councilor Ron DeValois

Staff present: Fire Chief Gary Baar, Finance Director Teresa Camfield, Planning Director Amy Harksell, Public Works Director Duane Huskey, Senior Administrative Assistant Heather Sytsma and City Administrator Bill Verwolf. Also present was City Attorney Bob Carmichael.

## APPROVAL OF MINUTES

City Administrator Verwolf noted that a corrected set of the July 6, 2009 meeting minutes was included in the Council packet.

*Councilor Kuiken moved and Councilor Bode seconded that the minutes of the July 6, 2009 and July 20, 2009 Regular Council Sessions be approved. The motion carried.*

## ITEMS FROM THE AUDIENCE

**Scheduled** - None

**Unscheduled** - None

## II CONSENT AGENDA

### **Approval of Payroll**

**Direct Deposits, Draws and Warrants No. 13888 through 13946** **\$473,744.69**

### **Resolution No. 809 – 2009 Design Review Standards and Guidelines**

### **Appointment to the Lynden Municipal Airport Advisory Committee – Mr. Bob Weeks**

Councilor Gelder requested to remove Ordinance No. 1361 from the Consent Agenda. Councilor Laninga stated that he supports the removal of this item from the Consent Agenda.

**Councilor Kuiken moved and Councilor Burns seconded that the Consent Agenda be approved, with the removal of Ordinance 1361. The motion carried.**

### **Ordinance No. 1361 – A 2009 Budget Amendment**

At the July 20, 2009 Regular Session a 2009 budget amendment was introduced to Council. The amendment reflects Council's authorized transactions to modify the following funds: Fund 101 for council-approved projects, including 401 Front Street purchase and Front Street Overlay Project, and Fund 420 for grant-related projects.

**Councilor Gelder moved and Councilor Burns seconded that Ordinance 1361 be adopted. The motion carried 5 in favor with Councilor Laninga opposed.**

### III NEW BUSINESS

#### **Selection of Shoreline Master Program Consultant**

State law requires that the City of Lynden updated its Shoreline Master Program by December 1, 2011 and will provide the City with up to \$50,000 over the 2009 - 2011 biennium to complete the project.

In order to take advantage of the timing, staff advertised for consulting services in the Bellingham Herald, the Lynden Tribune and with our critical areas consultants roster. Three firms submitted proposals for the work. These firms are ATSI, URS Corp and the team of Whatcom Environmental Services and BHC Consulting. The proposals were reviewed by the Community Development Committee and Councilors Burns and Gelder sat on the interview panel with Planning Director Harksell, Mayor Louws and Administrator Verwolf.

All three firms provided good proposals and interviewed well, but it was determined that WES, teamed with BHC would be the best fit for the community. This team has the benefits of local knowledge and interest with WES and experience in shoreline planning with BHC.

**Councilor Burns moved and Councilor Kuiken seconded that Whatcom Environmental Services be selected as lead consultant for the City's Shoreline Master Program Update and directed staff to negotiate a final contract and scope of work for approval by the City Council.**

### IV EXECUTIVE SESSION

Council went into executive session at 7:18 p.m. to discuss a real estate issue and a staff issue. It was anticipated that the executive session would last approximately 15 minutes and that action would be taken on the real estate issue, but not the staff issue. Council came out of Executive Session at 7:35 p.m.

At the May 4, 2009 Regular Session, City Council approved the right-of-way plan for the Kok Road Reconstruction Project No. 2008-07 and authorized Reichhardt & Ebe Engineering and their sub-consultant Certified Land Services (CLS) Corporation to prepare right-of-way acquisition documents, including costs for City Council approval. Right-of-way needs to be acquired from six parcels.

The State allows the City to provide an Administrative Offer Summary (AOS) to the property owner when the compensation costs are below \$25,000.00. There are four properties that match this criterion. The two remaining parcels will require full appraisals.

**Councilor Bode moved and Councilor Laninga seconded that the Mayor sign the Administrative Offer Summaries for the owners of the four parcels that have a compensation value under \$25,000.00 and authorized staff to proceed with obtaining full appraisals for the other two parcels that have a compensation value over \$25,000.00.**

### V ADJOURNMENT

The August 3, 2009 regular session of the Lynden City Council adjourned at 7:40 P.M.

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Heather Sytsma, Senior Admin. Assistant

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Jack Louws, Mayor