

**LYNDEN CITY COUNCIL  
LYNDEN CITY HALL ANNEX  
(205 4<sup>th</sup> Street)  
REGULAR SESSION**

**7:00 P.M.  
JANUARY 4, 2010  
AGENDA**

- I CALL TO ORDER  
PLEDGE OF ALLEGIANCE  
ROLL CALL  
APPROVAL OF MINUTES  
ITEMS FROM THE AUDIENCE**
- A. SCHEDULED - None
- B. UNSCHEDULED (20 Minutes)  
During this portion of the meeting, audience members may address the Council on any issue other than those scheduled for a public hearing or those on which the public hearing has been closed. For the record, prior to commenting please state your name, address, and topic. Please keep comments under 4 minutes.
- II CONSENT AGENDA**
- A. APPROVAL OF PAYROLL
- B. REQUEST TO CANCEL CLAIMS WARRANT C-51906
- C. BERTHUSEN PARK ADVISORY COMMITTEE - REAPPOINTMENTS OF MR. TERRY DEVALOIS, MR. LARRY MCPHAIL, AND MS. KAREN STEENSMA
- D. PARKS AND TRAILS ADVISORY COMMITTEE - REAPPOINTMENT OF MS. KIM VELTKAMP AND APPOINTMENT OF MS. JEN APPS
- III UNFINISHED BUSINESS**
- A. ORDINANCE NO. 1372 - SETTING THE FINAL 2010 PROPERTY TAX LEVY
- IV NEW BUSINESS**
- A. MAYOR PRO TEM APPOINTMENT FOR THE YEAR 2010
- V EXECUTIVE SESSION**
- VI ADJOURNMENT**

# CITY OF LYNDEN

## EXECUTIVE SUMMARY FOR ACTION

**CITY COUNCIL MEETING DATE: JANUARY 4, 2010**

AGENDA ITEM: A Request to Cancel Claims Warrant C-51906		AGENDA SECTION: Consent Agenda
PREPARED BY:  Teresa L. Camfield, CPA Finance Director	COUNCIL REVIEW: <input checked="" type="checkbox"/> Finance <input type="checkbox"/> Public Safety <input type="checkbox"/> Parks <input type="checkbox"/> Public Works <input type="checkbox"/> Comm Dev. <input type="checkbox"/> Not Reviewed	AGENDA NO.:  <b>II - B</b>
ATTACHMENTS: Copy of Claims Warrant C-51906 and supporting documentation	LEGAL REVIEW COMPLETED: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable	APPROVED BY:  <i>T. Camfield</i>

The Finance staff requests that Claims Warrant C-51906 payable to Windermere Real Estate in the amount of \$750.00 be cancelled. This warrant was issued to Windermere Real Estate for services rendered in regards to evaluating the City's offer to purchase Kenneth and Jessica Nichol's property as part of the Kok Road Improvement project.

Since payment was made during the same a/p run to the property owners, Nichol, which included the fee for the evaluation allowance, the warrant to Windermere is a duplicate payment.

The warrant was not mailed out and is being held in the Finance safe until committee and council action.

RECOMMENDED ACTION: That the Council authorizes the cancellation of Claims Warrant C-51906 – Windermere Real Estate in the amount of \$750.00.

COUNCIL ACTION:

**CITY OF LYNDEN**

**EXECUTIVE SUMMARY FOR ACTION**

**CITY COUNCIL MEETING DATE:** January 4, 2010

<b>AGENDA ITEM:</b> Berthusen Park Advisory Committee – Re-appointments of Mr. Terry DeValois, Mr. Larry McPhail, and Ms. Karen Steensma		<b>AGENDA SECTION:</b> Consent Agenda
<b>PREPARED BY:</b> Vern Meenderinck Parks Director	<b>COUNCIL REVIEW:</b> <input type="checkbox"/> Finance <input type="checkbox"/> Public Safety <input checked="" type="checkbox"/> Parks <input type="checkbox"/> Public Works <input type="checkbox"/> Comm Dev. <input type="checkbox"/> Not Reviewed	<b>AGENDA NO.:</b>
<b>ATTACHMENTS:</b>	<b>LEGAL REVIEW COMPLETED:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Needed	<b>APPROVED BY:</b>

The membership of the Berthusen Park Advisory Committee is made up of seven citizens of the Lynden Community selected by the Mayor and affirmed by a majority vote of the City Council. Members need not be residents of the City of Lynden. Appointments will be made at the first regular City Council meeting of each calendar year. Members will hold a term of three consecutive years and, subject to agreement between the Berthusen Park Advisory Committee members, the Parks Council Committee, and the Mayor, may be re-appointed to additional three year terms.

Three members of the Berthusen Park Advisory Committee have terms that where concluded on December 31, 2009: Mr. Terry DeValois; Mr. Larry McPhail; and Ms. Karen Steensma.

Mr. Terry DeValois, Mr. Larry McPhail, and Ms. Karen Steensma have expressed a willingness and desire to serve for an additional term of three years. The Berthusen Park Advisory Committee and the Parks Council Committee are in agreement in recommending to Mayor Korthuis that these individuals be re-appointed to the Berthusen Park Advisory Committee.

If these re-appointments are approved as recommended by Mayor Korthuis, the Berthusen Park Advisory Committee will consist of the following individuals:

<u>Name</u>	<u>Term Expires</u>
Mr. Ted Linde	December 31, 2010
Mr. Marlen Hendricks	December 31, 2011
Mr. Harlen Kredit	December 31, 2011
Mr. Mike Lewis	December 31, 2011
Mr. Terry DeValois	December 31, 2012
Mr. Larry McPhail	December 31, 2012
Ms. Karen Steensma	December 31, 2012

<b>RECOMMENDED ACTION:</b> That the recommendation by Mayor Korthuis to re-appoint Mr. Terry De Valois, Mr. Larry McPhail, and Ms. Karen Steensma to an additional three year term on the Berthusen Park Advisory Committee, with terms that will expire on December 31, 2012, be approved.
<b>COUNCIL ACTION:</b>

**CITY OF LYNDEN**

**EXECUTIVE SUMMARY FOR ACTION**

**CITY COUNCIL MEETING DATE:** January 4, 2010

<b>AGENDA ITEM:</b> Parks and Trails Advisory Committee – Re-appointments of Ms. Kim Veltkamp and Appointment of Ms. Jen Apps		<b>AGENDA SECTION:</b> Consent Agenda
<b>PREPARED BY:</b> Vern Meenderinck Parks Director	<b>COUNCIL REVIEW:</b> <input type="checkbox"/> Finance <input type="checkbox"/> Public Safety <input checked="" type="checkbox"/> Parks <input type="checkbox"/> Public Works <input type="checkbox"/> Comm Dev. <input type="checkbox"/> Not Reviewed	<b>AGENDA NO.:</b>
<b>ATTACHMENTS:</b>	<b>LEGAL REVIEW COMPLETED:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Needed	<b>APPROVED BY:</b>

The membership of the Parks and Trails Advisory Committee will be seven citizens of the Lynden Community selected by the Mayor and affirmed by a majority vote of the City Council. Members should be either residents and/or business owners of the City of Lynden. Four of the seven members must reside within the city limits, and of the remaining three members, at least two must reside within the adopted urban growth area. Appointments will normally be made at the first regular City Council meeting of each calendar year. Members will hold a term of three consecutive years and can be appointed to no more than two consecutive three year terms.

Two members of the Parks and Trails Advisory Committee have terms that were concluded on December 31, 2009: Ms. Meg Kreig and Ms. Kim Veltkamp.

Ms. Kim Veltkamp expressed a willingness and desire to serve for an additional term of three years. The Parks and Trails Advisory Committee and the Parks Council Committee are in agreement in recommending to Mayor Korthuis that she be re-appointed to the Parks and Trails Advisory Committee.

Ms. Meg Kreig has unfortunately decided to retire from this Committee and Ms. Jen Apps expressed a willingness and desire to serve. The Parks and Trails Advisory Committee and the Parks Council Committee are in agreement in recommending to Mayor Korthuis that she be appointed to the Parks and Trails Advisory Committee,

If these appointments are approved as recommended by Mayor Korthuis, the Parks and Trails Advisory Committee will consist of the following individuals:

<u>Name</u>	<u>Term Expires</u>
Mr. Jeff Davis	December 31, 2010
Mr. Wes Herman	December 31, 2011
Mr. Mark Ewing	December 31, 2011
Ms. Judy McCombs	December 31, 2011
Ms. Colleen Unema	December 31, 2011
Ms. Jen Apps	December 31, 2012
Ms. Kim Veltkamp	December 31, 2012

<b>RECOMMENDED ACTION:</b> That the recommendation by Mayor Korthuis to appoint Ms. Jen Apps to a 3 year term and that Ms. Kim Veltkamp be re-appointed for an additional three year term to the Parks and Trails Advisory Committee, with terms that will expire on December 31, 2012, be approved.
<b>COUNCIL ACTION:</b>

**CITY OF LYNDEN**

**EXECUTIVE SUMMARY FOR ACTION**

**CITY COUNCIL MEETING DATE: January 4, 2010**

AGENDA ITEM: Setting The Final 2010 Property Tax Levy		AGENDA SECTION: Unfinished Business
PREPARED BY:  Teresa L. Camfield, CPA Finance Director	COUNCIL REVIEW: <input checked="" type="checkbox"/> Finance <input type="checkbox"/> Public Safety <input type="checkbox"/> Parks <input type="checkbox"/> Public Works <input type="checkbox"/> Comm Dev. <input type="checkbox"/> Not Reviewed	AGENDA NO.:  <b>III - A</b>
ATTACHMENTS: Ordinance No. 1372	LEGAL REVIEW COMPLETED: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable	APPROVED BY:  <i>T. Camfield</i>

The City of Lynden is required by State regulations to adopt a 2010 property tax levy. On November 2, 2009 the Council approved Ordinance No. 1367 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 2, 2009 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 2010 assessed valuation figures. The County Assessor's office has provided the final numbers at this time. For Council information, the final calculations result in a total dollar levy amount of \$2,408,788. Per Council's direction, this includes the 1% plus any banked capacity. This total dollar levy reflects a per \$1,000 of assessed valuation of \$1.84139, an increase of approximately 2.4 cents from the 2009 rate of \$1.81726.

The Finance Committee will review this ordinance at their committee meeting prior to the council meeting on January 4, 2010.

RECOMMENDED ACTION: That the Council approves Ordinance No. 1372 as presented and authorizes the Mayor's signature.
COUNCIL ACTION:

**CITY OF LYNDEN**

**EXECUTIVE SUMMARY FOR ACTION**

**CITY COUNCIL MEETING DATE: January 4, 2010**

<b>AGENDA ITEM:</b> Mayor Pro Tem Appointment		<b>AGENDA SECTION:</b> New Business
<b>PREPARED BY:</b> Bill Verwolf City Administrator	<b>COUNCIL REVIEW:</b> <input type="checkbox"/> Finance <input type="checkbox"/> Public Safety <input type="checkbox"/> Parks <input type="checkbox"/> Public Works <input type="checkbox"/> Comm Dev. <input checked="" type="checkbox"/> Not Reviewed	<b>AGENDA NO.:</b>  IV-A
<b>ATTACHMENTS:</b>	<b>LEGAL REVIEW COMPLETED:</b> <input type="checkbox"/> Yes <input type="checkbox"/> Needed <input checked="" type="checkbox"/> Not Needed	<b>APPROVED BY:</b>

Mayor Korthuis is requesting that the Council select one of its members to serve as Mayor Pro Tem for the year 2010.

<b>RECOMMENDED ACTION:</b> Council appoint a Mayor Pro Tem for the Year 2010
<b>COUNCIL ACTION:</b>