

**LYNDEN CITY COUNCIL
LYNDEN CITY HALL ANNEX
(205 4th Street)
REGULAR SESSION**

**7:00 P.M.
JUNE 7, 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. BID AWARD FOR BERTHUSEN BARN RE-ROOFING

C. RE-APPOINTMENT TO THE BOARD OF ADJUSTMENT - MR. JAKE HEERSPINK

III PUBLIC HEARING

A. RESOLUTION NO. 821 - SIX YEAR TRANSPORTATION IMPROVEMENT PLAN (STIP)

IV UNFINISHED BUSINESS

A. YEAR 2011 BUDGET CALENDAR

V NEW BUSINESS

A. ENGINEERING CONSULTANT FOR NEW WATER TREATMENT PLANT - PROJECT NO. 2010-06

B. RESOLUTION NO. 823 - SUPPORTING COMMITMENT TO THE REDUCTION OF GREEN HOUSE GAS EMISSIONS

C. ORDINANCE NO. 1378 - DRUG BUY FUND

VI EXECUTIVE SESSION

VII ADJOURNMENT

CITY OF LYNDEN

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: June 7, 2010

AGENDA ITEM: Bid Award for re-roofing the Berthusen Barn		AGENDA SECTION: Consent Agenda
PREPARED BY: Vern Meenderinck Parks Director	COUNCIL REVIEW: <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	AGENDA NO.: II-B
ATTACHMENTS: Copies of Bid Documents	LEGAL REVIEW COMPLETED: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not Needed	APPROVED BY:

The Parks Department requested bids for the re-roofing of Berthsen Barn from qualified companies on the City of Lynden's Small Works Roster. Bidders had until 12:00 noon on May 28, 2010 to submit their proposals. The two bids that were received were opened and tabulated on June 1, 2010.

Bidder's information:

Company	Total Before Tax	Total Plus Tax	Replacement Skip Sheathing
Rainshield Roofing		\$47,726.00	\$0.99 per lineal foot as needed
Western Roofing	\$45,000	\$48.825.00	\$0.99 per lineal foot as needed

Parks Department and Administration have reviewed the tabulations and recommend awarding the bid to Rainshield Roofing as the lowest responsible bidder.

RECOMMENDED ACTION: The the bid be awarded to Rainshield Roofing, in the amount of \$47,726.00, as the lowest responsible bidder.
COUNCIL ACTION:

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: June 7, 2010

AGENDA ITEM: Reappointment of Jake Heerspink to the Board of Adjustment		AGENDA SECTION: Consent agenda
PREPARED BY: Korene Samec, Planning Technician	COUNCIL REVIEW: <input 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.: II-C
ATTACHMENTS: None	LEGAL REVIEW COMPLETED: <input type="checkbox"/> Yes <input type="checkbox"/> Needed <input checked="" type="checkbox"/> Not Needed	APPROVED BY:

In December 2009, Mr. Jake Heerspink’s *third* term with the Board of Adjustment expired. Since that time we have not replaced his position. In a recent conversation with Mr. Heerspink he expressed his desire to continue serving on the Board of Adjustment for another 4 year term.

Appointments to the Board of Adjustment are made by the Mayor and confirmed by the City Council. It is the Mayor’s recommendation that Mr. Jake Heerspink be reappointed to a four year term expiring on December 31, 2014.

RECOMMENDED ACTION: Motion to confirm the reappointment of Jake Heerspink to the Board of Adjustment for a four year term beginning June 2010 and expiring December 31, 2014.
COUNCIL ACTION:

CITY OF LYNDEN

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: June 7, 2010

AGENDA ITEM: Public Hearing for 6-Year Transportation Improvement Plan (STIP)		AGENDA SECTION: Public Hearing
PREPARED BY: Heather Sytsma, Public Works Senior Administrative Assistant	COUNCIL REVIEW: <input type="checkbox"/> Finance <input type="checkbox"/> Public Safety <input type="checkbox"/> Parks <input checked="" type="checkbox"/> Public Works <input type="checkbox"/> Comm Dev. <input type="checkbox"/> Not Reviewed	AGENDA NO.:
ATTACHMENTS: 6-Year Transportation Improvement Plan & Resolution No. 821	LEGAL REVIEW COMPLETED: <input type="checkbox"/> Yes <input type="checkbox"/> Needed <input checked="" type="checkbox"/> Not Needed	APPROVED BY:

By law, a public hearing must be held for the City Council to consider comments regarding the City's 6-Year Transportation Improvement Plan (2011 to 2016). After the hearing is closed, the Council may pass a resolution approving the plan.

In order to apply for project funding for road improvements, every city and county must prepare a local plan and forward it to the Washington State Department of Transportation for inclusion in the State Transportation Program (STIP). The plan must be submitted to the state by July 31st, 2010.

The Public Works Committee reviewed the list of planned street projects at a recent meeting and concurred to forward the attached plan to the full City Council.

Attached, is Resolution No. 821, a resolution to adopt the Six (6) Year Transportation Improvement Plan (STIP), for the City of Lynden.

RECOMMENDED ACTION: That City Council approve Resolution No. 821, adopting the Six (6) Year Transportation Improvement Plan for the City of Lynden, and authorize the Mayor's signature on the resolution.
COUNCIL ACTION:

CITY OF LYNDEN

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: June 7, 2010

AGENDA ITEM: Year 2011 Budget Calendar		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.: IV - A
ATTACHMENTS: 2011 Budget Calendar and Council Committee Meeting Schedule	LEGAL REVIEW COMPLETED: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable	APPROVED BY: <i>T. Camfield</i>

As required by RCW in order to meet budget deadlines, the 2011 budget calendar draft was introduced to council for their input and review on May 17, 2010.

At this time, council needs to finalize the 2011 budget calendar and council committee meeting schedule. It is attached for final council review.

The Finance Committee will review the final budget calendar on June 7, 2010, prior to the council meeting later that night.

RECOMMENDED ACTION: That council approve the 2011 Budget Calendar as presented.
COUNCIL ACTION:

CITY OF LYNDEN

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL COMMITTEE MEETING DATE: June 7th, 2010

AGENDA ITEM: Engineering Consultant for New Water Treatment Plant – Project No. 2010-06		AGENDA SECTION: New Business
PREPARED BY: Laura Burford, Administrative Office Manager	COUNCIL REVIEW: <input type="checkbox"/> Finance <input type="checkbox"/> Public Safety <input type="checkbox"/> Parks <input checked="" type="checkbox"/> Public Works <input type="checkbox"/> Comm Dev. <input type="checkbox"/> Not Reviewed	AGENDA NO.:
ATTACHMENTS: None	LEGAL REVIEW COMPLETED: <input type="checkbox"/> Yes <input type="checkbox"/> Needed <input checked="" type="checkbox"/> Not Needed	APPROVED BY:

On May 25th, after interviewing a total of three engineering consulting teams (short-listed from a total of six firms), Mayor Korthuis, the Public Works Committee and staff summarized and discussed their findings from the interviews as well as from the consultant submittals. At the conclusion of the meeting, all concurred to recommend to City Council that Stantec Consulting Services, located in Vancouver, B.C. and Seattle, Washington be chosen to serve as the City's engineering design and construction consultant for the new Water Treatment Plant.

Stantec has an extensive history of building municipal water treatment plant projects that resulted in very positive references from former clients and contractors, and they seem to be a good fit for the needs of Lynden.

Should the City Council decide to act on this recommendation, contract negotiations with Stantec would begin promptly, and the final contract would be brought back to City Council for approval.

RECOMMENDED ACTION: That City Council approves selection of Stantec Consulting Services as the team to provide design and construction consulting services for the New Water Treatment Plant Project, and authorizes staff to begin contract negotiations with this team.
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COUNCIL ACTION:

CITY OF LYNDEN

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: June 7th, 2010

AGENDA ITEM: Resolution No. 823 Supporting Commitment to the Reduction of Green House Gas Emissions		AGENDA SECTION: New Business
PREPARED BY: Laura Burford, Administrative Office Manager	COUNCIL REVIEW: <input type="checkbox"/> Finance <input type="checkbox"/> Public Safety <input type="checkbox"/> Parks <input checked="" type="checkbox"/> Public Works <input type="checkbox"/> Comm Dev. <input type="checkbox"/> Not Reviewed	AGENDA NO.:
ATTACHMENTS: Resolution No. 823	LEGAL REVIEW COMPLETED: <input type="checkbox"/> Yes <input type="checkbox"/> Needed <input checked="" type="checkbox"/> Not Needed	APPROVED BY:

In June of 2006, the City of Lynden participated in a voluntary program sponsored by the Northwest Clean Air Agency by signing a Memorandum of Understanding with ICLEI (International Council Local Environmental Initiatives). At that time an emissions inventory was conducted, however, the City never adopted a local action plan. Now, the State of Washington funding agencies require that all applicants have a greenhouse gas reduction action plan in place to be eligible for funding.

As the City has applied for funding from various agencies for the Kok Road/Pump Station 2 Replacement Project and the new Water Treatment Plant Project, it is timely that the City now adopt such a plan. As you will see, several of the action items in the proposed plan are already being implemented by the City.

The Public Works Committee reviewed the attached Resolution at their May 19th meeting, and concurred to recommend its approval to the City Council.

RECOMMENDED ACTION: That City Council approve Resolution No. 823, Supporting Commitment to the Reduction of Green House Gas Emissions, and authorize the Mayor's signature on the resolution.
COUNCIL ACTION:

CITY OF LYNDEN

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: June 7, 2010

AGENDA ITEM: Drug Buy Fund		AGENDA SECTION: New Business
PREPARED BY: Deputy Chief John Billester	COUNCIL REVIEW: <input type="checkbox"/> Finance <input checked="" 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.: V - C
ATTACHMENTS Proposed Drug Buy Fund Ordinance # 1378	LEGAL REVIEW COMPLETED: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Needed <input type="checkbox"/> Not Needed	APPROVED BY Chief Jack Foster:

The City Council recent adoption of Ordinance #1362 authorizes the Lynden Municipal Court to assess up to \$100.00 for those convicted of drug and alcohol offenses. That new ordinance has created the availability for revenue, at no cost to the city, to support investigations by the Lynden Police Department into the use and sale of illegal substances.

Historically, in the City of Lynden, there has been no available imprest fund for investigations related to the sale of illegal drugs or narcotics. Any covert investigation has been conducted by an outside law enforcement agency upon request of the Lynden Police Department.

Now that funding will be available, Ordinance # 1378 will allow the Lynden Police Department to more effectively investigate the use and sale of illegal substances from certain locations within the city limits.

RECOMMENDED ACTION:

Motion to approve Drug Buy Fund and to authorize the Mayor to sign Ordinance #1378.

COUNCIL ACTION: