

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

7:00 P.M.
JUNE 15, 2009
AGENDA

- I CALL TO ORDER**
 - PLEDGE OF ALLEGIANCE**
 - ROLL CALL**
 - APPROVAL OF MINUTES**
 - ITEMS FROM THE AUDIENCE**
 - A. SCHEDULED
 - 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 CLAIMS
 - B. ORDINANCE NO. 1359 - A 2009 BUDGET AMENDMENT
- III PUBLIC HEARING**
 - A. RESOLUTION NO. 805 - SIX YEAR TRANSPORTATION IMPROVEMENT PLAN
- IV UNFINISHED BUSINESS**
 - A. COUNCIL POSITION NO. 4 VACANCY DISCUSSION
- V NEW BUSINESS**
 - A. RESCHEDULE COUNCIL MEETING AT BERTHUSEN PARK
 - B. SET TIME AND LOCATION FOR COUNCIL PRE-BUDGET WORKSHOP
 - C. UPDATE ON THE 2009 BUDGET STATUS
 - D. PROJECT NO. 2009-07 - FRONT STREET OVERLAY 2ND STREET TO 6TH STREET
- VI EXECUTIVE SESSION**
- VII ADJOURNMENT**

CITY OF LYNDEN

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: June 15, 2009

AGENDA ITEM: Ordinance No. 1359, An Ordinance Amending the Budget for the Year 2009		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.: II - B
ATTACHMENTS: Ordinance No. 1359	LEGAL REVIEW COMPLETED: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable	APPROVED BY: <i>T. Camfield</i>

On June 1, 2009 a 2009 budget amendment was introduced to the City Council.

This amendment reflects Council’s authorized transactions to modify the following funds:

- | | |
|--------------------------------------|---|
| Streets (#101): | To modify budgeted revenue and expenditure amounts to the Street Fund for timing differences on 14 th Street Bridge and 17 th Street Culvert project completions. |
| Public Restroom Construction (#380): | To modify budgeted revenue and expenditure amounts to the Public Restroom Construction Fund for completion of construction project. |

The Finance Committee recommends that the City Council adopt Ordinance No. 1359 Amending the Budget for the Year 2009.

RECOMMENDED ACTION: That the Council approves Ordinance No. 1359 as presented and authorizes the Mayor’s signature.
COUNCIL ACTION:

CITY OF LYNDEN

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: June 15, 2009

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.: III-A
ATTACHMENTS: 6-Year Transportation Improvement Plan & Resolution No. 805	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 (2010 to 2015). 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, 2009.

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. 805, 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. 805, 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 15, 2009

AGENDA ITEM: Council Position No. 4 Vacancy		AGENDA SECTION: Unfinished Business
PREPARED BY: Bill Verwolf City Administrator	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 checked="" type="checkbox"/> Not Reviewed	AGENDA NO.: IV-A
ATTACHMENTS: • List of candidates who filed.	LEGAL REVIEW COMPLETED: <input type="checkbox"/> Yes <input type="checkbox"/> Needed <input checked="" type="checkbox"/> Not Needed	APPROVED BY:

At the May 18, 2009 Council meeting, Councilor Doug Adelstein resigned from Council Position No. 4. This created a vacancy on the Lynden City Council.

We published an advertisement to fill the vacancy in the Lynden Tribune on June 3, 2009 and June 10, 2009 with a closing date of June 12, 2009 at 5:00 PM.

RECOMMENDED ACTION:

COUNCIL ACTION:

CITY OF LYNDEN

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: June 15, 2009

AGENDA ITEM: Reschedule Council Meeting at Berthusen Park		AGENDA SECTION: New Business
PREPARED BY: Bill Verwolf City Administrator	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 checked="" type="checkbox"/> Not Reviewed	AGENDA NO.: V-A
ATTACHMENTS:	LEGAL REVIEW COMPLETED: <input type="checkbox"/> Yes <input type="checkbox"/> Needed <input checked="" type="checkbox"/> Not Needed	APPROVED BY:

Typically, the Lynden City Council holds their second meeting in July, the third Monday of the month, at Berthusen Park. This year that meeting would fall on July 20, 2009 and another group has already reserved the facilities. If the Council is willing to be flexible, staff would like to reschedule the Council Meeting at Berthusen Parks for August 17, 2009.

RECOMMENDED ACTION: That the request by staff to reschedule the Council Meeting to take place at Berthusen Park from July 20, 2009 to August 17, 2009 be approved.

COUNCIL ACTION:

CITY OF LYNDEN

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: June 15, 2009

AGENDA ITEM: Set Time and Location for the June 29, 2009 Council Pre-Budget Workshop for the Year 2010.		AGENDA SECTION: New Business
PREPARED BY: Bill Verwolf City Administrator	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 checked="" type="checkbox"/> Not Reviewed	AGENDA NO.: V - B
ATTACHMENTS:	LEGAL REVIEW COMPLETED: <input type="checkbox"/> Yes <input type="checkbox"/> Needed <input checked="" type="checkbox"/> Not Needed	APPROVED BY:

As stated in the 2010 Budget Calendar, the Lynden City Council will hold a Pre-Budget Budget Workshop on June 29, 2009 to discuss the 2010 budget. The purpose of this agenda item is to determine the location and time of the Workshop.

RECOMMENDED ACTION: That the June 29, 2009 Pre-Budget Workshop for the year 2010 be held at the City Hall Annex, 205 4th Street, Lynden, at 7:00 P.M.

COUNCIL ACTION:

CITY OF LYNDEN

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: June 15, 2009

AGENDA ITEM: Update on 2009 budget status		AGENDA SECTION: New Business
PREPARED BY: Bill Verwolf City Administrator	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 checked="" type="checkbox"/> Not Reviewed	AGENDA NO.: V-C
ATTACHMENTS: Current Expense cash position May 30, 2009	LEGAL REVIEW COMPLETED: <input type="checkbox"/> Yes <input type="checkbox"/> Needed <input checked="" type="checkbox"/> Not Needed	APPROVED BY:

Staff will comment on the City's current position in the budget year.

RECOMMENDED ACTION: For information and discussion. No action required.

COUNCIL ACTION:

CITY OF LYNDEN

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: June 15, 2009

AGENDA ITEM: Front Street Overlay 2nd – 6th Streets Project No. 2009-07		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 type="checkbox"/> Public Works <input type="checkbox"/> Comm Dev. <input checked="" type="checkbox"/> Not Reviewed	AGENDA NO.: V-D
ATTACHMENTS: None	LEGAL REVIEW COMPLETED: <input type="checkbox"/> Yes <input type="checkbox"/> Needed <input checked="" type="checkbox"/> Not Needed	APPROVED BY:

This week City staff solicited bids from the Lynden Small Works Roster list for the Front Street Overlay Project, 2nd – 6th Streets. This project includes 3-inch depth bituminous planing and the placement of hot asphalt mix for the width of the travel lanes (approximately 1,400 feet x 30 feet).

Bids for this project are due on Wednesday, June 17th, 2009. In order to expedite this project to take advantage of favorable weather conditions, staff is requesting that the City Council authorize the Public Works Committee to award the contract for this project and authorize the Mayor's signature on the contract at their next Committee meeting on Wednesday, June 17th, 2009.

RECOMMENDED ACTION: That City Council 1) authorize the Public Works Committee to award the contract for the Front Street Overlay Project 2 nd – 6 th Streets, and authorize the Mayor's signature on the contract.
COUNCIL ACTION: