

CITY COUNCIL AGENDA
City Hall, 833 South Spruce Street
7:00 p.m. March 22, 2018

CALL TO ORDER:

Mayor Sexton

Council Members: Aslett, J. DeGloria, R. DeGloria, Edmundson, Loving, Montgomery, and Stavig
Staff: Berner, Blaine, Dempsey, Erickson, Hampton, Harrison, Hawes, Brad Johnson, Brittany Johnson, L. Johnson, Jongsma, Luvera, Morrison, Moser, Peterson, Pulst, Rabenstein, Schwetz, Sinclair, Toth, Ward, Yengoyan

MINUTES:

[City Council Meeting February 22, 2018](#)

AUDIT OF BILLS:

PUBLIC COMMENTS:

COUNCIL COMMENTS:

MAYOR'S UPDATE:

PROCLAMATION:

SPECIAL PRESENTATION:

COMMITTEE & BOARD REPORTS:

OFFICERS REPORTS: TBD

UNFINISHED BUSINESS:

CONSENT AGENDA:

NEW BUSINESS:

- 1) [Resolution to revise amount of Parks & Recreation Department petty cash](#)
- 2) [Resolution to declare property as surplus](#)
- 3) [Authorize procurement of Skid Steer from Pape Machinery for Streets Department](#)
- 4) [Agreement with Gray & Osborne for engineering services: Wastewater Pump Stations 4 and 9](#)
- 5) [Appointment of George Edmundson to Civil Service Commission](#)
- 6) [Patrol vehicle purchase \(2\)](#)
- 7) [Firearm replacement](#)

FUTURE WORKSHOP:

BUDGET AND FINANCE:

Thursday **April 19, 2018** 6:00 p.m.
City Hall, 833 S Spruce St

EXECUTIVE SESSION:

- An Executive Session may be held to discuss Personnel, Litigation, and/or Land Acquisition.

ADJOURNMENT:

MEETINGS:

- 1) **PUBLIC WORKS COMMITTEE:** Tuesday **March 20, 2018** 4:00 p.m.
City Hall, 833 S Spruce St
- 2) **SKAT BOARD:** Wednesday **March 21, 2018** 1:00 p.m.
City Hall, 833 S Spruce St
- 3) **AUDIT & FINANCE COMMITTEE:** Thursday **March 22, 2018** 4:00 p.m.
City Hall, 833 S Spruce St
- 3) **DOWNTOWN BURLINGTON ASSOCIATION:** Wednesday **March 28, 2018** 9:00 p.m.
Chamber of Commerce, 520 E Fairhaven Ave
- 4) **PARKS ADVISORY BOARD:** Monday **April 2, 2018** 5:30 p.m.
Parks & Recreation, 900 E Fairhaven Ave
- 5) **LIBRARY BOARD:** Tuesday **April 6, 2018** 6:00 p.m.
Burlington Public Library, 820 E Washington Ave

March 2018

March 2018						April 2018							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
4	5	6	7	8	9	10	1	2	3	4	5	6	7
11	12	13	14	15	16	17	8	9	10	11	12	13	14
18	19	20	21	22	23	24	15	16	17	18	19	20	21
25	26	27	28	29	30	31	22	23	24	25	26	27	28
							29	30					

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Feb 25	26	27	28	Mar 1	2	3
Feb 25 - Mar 3							
	4	5	6	7	8	9	10
Mar 4 - 10		5:30pm Parks Board (Parks & Rec Dept) - Judy Sheahan	6:00pm Library Board (Library)		4:00pm Audit & Finance Committee (City Hall) 7:00pm Council Meeting		
	11	12	13	14	15	16	17
Mar 11 - 17			4:00pm Public Safety Committee (Public Safety Building)	5:30pm 7:00pm Planning Commission (Council Chambers)			
	18	19	20	21	22	23	24
Mar 18 - 24			4:00pm Public Works Committee (Engineering Conf Room)	1:00pm SKAT Board (Burlington City Hall) 7:00pm 9:00pm Planning Commission (City Council Chambers)	4:00pm Audit & Finance (City Hall) 7:00pm Council Meeting		
	25	26	27	28	29	30	31
Mar 25 - 31				9:00am 10:00am Downtown Burlington Associati 5:30pm 7:00pm Planning Commission (Counci			

April 2018

April 2018							May 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7	6	7	8	9	10	11	12
8	9	10	11	12	13	14	13	14	15	16	17	18	19
15	16	17	18	19	20	21	20	21	22	23	24	25	26
22	23	24	25	26	27	28	27	28	29	30	31		
29	30												

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Apr 1 - 7	Apr 1	2	3	4	5	6	7
		5:30pm Parks Board (Parks & Rec Dept) - Judy Sheahan	6:00pm Library Board (Library)				
Apr 8 - 14	8	9	10	11	12	13	14
			4:00pm Public Safety Committee (Public Safety Building) 5:00pm 6:00pm Historical Preservation Board (5:30pm 7:00pm Planning Commission (Council Chambers)	4:00pm Audit & Finance Committee (City Hall) 7:00pm Council Meeting		
Apr 15 - 21	15	16	17	18	19	20	21
			4:00pm Public Works Committee (Engineering Conf Room)	1:00pm SKAT Board (Burlington City Hall) 7:00pm 9:00pm Planning Commission (City Council Chambers)			
Apr 22 - 28	22	23	24	25	26	27	28
				9:00am 10:00am Downtown Burlington Associati 5:30pm 7:00pm Planning Commission (Counci	4:00pm Audit & Finance (City Hall) 7:00pm Council Meeting		
Apr 29 - May 5	29	30	May 1	2	3	4	5



ITEM #: 1

CHECK ONE:

NEW BUS. X

OLD BUS. _____

AGENDA ITEM

Council Date: March 22, 2018 Subject: [Resolution to Revise Amount of Parks & Recreation Petty Cash Fund](#)

Jennifer Berner, Director, Parks &
Recreation; Renee Sinclair, Director of
Budget and Finance

Attachments: Memo from Jennifer Berner, Director, Parks &
Recreation

Resolution No. 06-2007

Public Hearing Required: YES () NO (**X**)

SUMMARY

Jennifer Berner, the Director of Parks & Recreation, is requesting the reduction of the amount of the Parks & Recreation Department petty cash fund from \$300 to \$50.

RECOMMENDATION

Adopt Resolution No. xx-2018 A Resolution to Revise Resolution No. 06-2007 Reducing the Amount of the Parks & Recreation Department Petty Cash Fund.



ITEM #: 2

CHECK ONE:

NEW BUS. X

OLD BUS. _____

AGENDA ITEM

Council Date: March 22, 2018 Subject: [Resolution to Declare Certain Property as](#)
Marv Pulst, P.E. Public Works [Surplus](#)
Director

Attachments: Resolution Public Hearing Required: YES () NO (**X**)

SUMMARY

This resolution declares the following property as surplus and authorizes its sale.

Streets – 1991 Case 580K Backhoe SN=JIG0031130

RECOMMENDATION

Motion to approve resolution declaring property as surplus and authorize its sale.



ITEM #: 3

CHECK ONE:

NEW BUS. X

OLD BUS. _____

AGENDA ITEM

Council Date: March 22, 2018 Subject: [Authorize Procurement of Skid Steer from Pape Machinery for Street Department](#)
Marv Pulst, P.E. Public Works
Director _____

Attachments: Quote from Pape Machinery (John Deere) Public Hearing Required: YES () NO (**X**)

SUMMARY

Attached is quote from Pape Machinery for a Skid Steer (compact track loader) to be utilized by the Street department. This item has been identified and approved in the capital facility plan for the Street Department, and budgeted within the ER&R fund for 2018.

Staff reviewed cooperative purchasing bid documents through the National Joint Powers Alliance (NJPA) for Skid Steers. Pricing and brands were also compared to contracts from the Washington State Department of Enterprise Services (State Contract). The lowest pricing was from Pape Machinery through NJPA (Contract 032515-JDC) for the preferred Skid Steer.

Burlington Municipal Code allows for cooperative purchasing in lieu of advertising for bids. The Street Department looked at three different brands of skid steers (with on-site demonstrations), and this particular brand is preferred.

RECOMMENDATION

Authorize procurement of skid steer from Pape Machinery for Street Department.



ITEM #: 4

CHECK ONE:

NEW BUS. X

OLD BUS. _____

AGENDA ITEM

Council Date: March 22, 2018 Subject: [Agreement with Gray & Osborne for Engineering Services](#)

Attachments: 1) Agreement Public Hearing Required: YES () NO (X)

SUMMARY

This \$149,196 contract with Gray & Osborne will produce a bid package (design, specifications, and cost analysis) for upgrading 2 Sanitary Sewer pumps stations at the following locations:

Wastewater Pump Station 9 located at 16505 Ovenell Road

Wastewater Pump Station 4 located at 331 S. Section Street

Both pump stations were constructed in 1975 and have been identified for upgrade within the City of Burlington Wastewater Comprehensive Plan, prepared by Gray & Osborne, Inc., dated December 2011. Funding has been allocated within the 402 Sewer Improvement Fund for this work.

RECOMMENDATION

Motion to authorize Mayor to sign agreement with Gray & Osborne for engineering services.



ITEM #: 5

CHECK ONE:

NEW BUS. X

OLD BUS. _____

AGENDA ITEM

Council Date: March 22, 2018 Subject: [Appointment of George Edmundson to the Civil Service Commission](#)
Carly Ruacho, Chief Examiner

Attachments: BMC 2.28 Public Hearing Required: YES () NO (**X**)
RCW 41.12.030 and RCW 41.08.030
George Edmundson CSC application

SUMMARY

Pursuant to Burlington Municipal Code 2.28 the Civil Service Commission is to be comprised of three members, appointed by the mayor, who serve without compensation. Mr. Edmundson has served on the Civil Service Commission since February 2012. Mr. Edmundson has been a valuable member of the Commission over the past 6 years and has expressed a willingness to continue to serve on the Commission. Mr. Edmundson meets the qualification requirements prescribed in RCW 41.08.030 and RCW 41.12.030. It is the recommendation of the Civil Service Examiner to appoint Mr. Edmundson to another term of service on the Civil Service Commission.

RECOMMENDATION

Move to appoint George Edmundson to the Civil Service Commission, effective March 22, 2018, for a term of six years.



ITEM #: 6

CHECK ONE:

NEW BUS. X

OLD BUS.

AGENDA ITEM

Council Date: March 22, 2018 Subject: [Patrol Vehicle Purchase \(2\)](#)

Police Chief Mike Luvera

Attachments: State Bid Vehicle Quote Public Hearing Required: YES () NO (**X**)

Systems for Public Safety Quote

SUMMARY

The replacement of City of Burlington patrol vehicles is a significant expenditure and investment. With encouragement from Council and City Administration, the staff of the Police Department analyzed our vehicle and equipment replacement process. Instead of requesting 3 vehicles that had been scheduled for replacement we determined that we could purchase 2 vehicles and shift our fleet to cover the needs of the 3rd vehicle. We estimated that we could purchase and equip 2 vehicles for \$100k. 2018 brings a significant change as we are requesting the purchase of 2 Ford Sport Utility Vehicles instead of the customary Chevrolet Tahoe.

We sought a quote from the local Ford dealer but were told that they would not be able to offer a quote as another dealer won the State award. The State bid for the Ford SUV is \$34,203.45 dollars per vehicle including tax. The install and purchase of equipment is quoted at \$14,351.49 dollars per vehicle. The purchase of a vehicle and necessary equipment totals \$48,554.94 dollars per vehicle (\$97,109.88 for 2 vehicles).

Other incidentals will include the striping/marketing of the vehicle, radio purchase/installation and licensing.

RECOMMENDATION

Authorize the purchase of 2 Ford Sport Utility patrol vehicles and equipment package in the amount of approximately \$97,109.88 dollars.



ITEM #: 7

CHECK ONE:

NEW BUS. X

OLD BUS.

AGENDA ITEM

Council Date: March 22, 2018 Subject: [Firearm replacement](#)

Police Chief Mike Luvera

Attachments: Quote from Adamson Police Products Public Hearing Required: YES () NO (**X**)

SUMMARY

The replacement of BPD handguns has been planned and discussed since at least 2015. Current side arms have served us for 10-12 years and need to be replaced. Over the last year or so, the department conducted a thorough examination and tested multiple firearms before determining that a Sig Sauer 9mm firearm would become our issued firearm.

BPD firearm instructors worked with the Sig Sauer Company and determined that Adamson Police Products is the regional distributor for Sig Sauer law enforcement issued firearms.

We will re-purpose the magazine holders but will order new holsters. Our firearms training budget will have a small savings due to the fact that 9mm ammunition is cheaper than the 40mm ammunition we currently carry.

RECOMMENDATION

Authorize the purchase of Sig Sauer 9mm firearms and equipment with 2018 budgeted funds for an estimated amount of \$15,800.00 dollars. (\$18,000 dollars was budgeted for this expenditure).