

CITY COUNCIL AGENDA
City Hall, 833 South Spruce Street
7:00 p.m. February 28, 2019

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, Marcotte, Morrison, Moser, Peterson, Pulst, Rabenstein, Schwetz, Toth, Ward, Yengoyan

MINUTES:

[City Council Meeting February 14, 2019](#)

AUDIT OF BILLS:

PUBLIC COMMENTS:

COUNCIL COMMENTS:

MAYOR'S UPDATE:

PROCLAMATION:

SPECIAL PRESENTATION:

- 1) Washington Cities Insurance Authority: Presentation of Risk Managers Plaque for Risk Management Program
- 2) Parks Board Foundation: Service Recognition

COMMITTEE & BOARD REPORTS:

OFFICERS REPORTS: TBD

UNFINISHED BUSINESS:

CONSENT AGENDA:

NEW BUSINESS:

- 1) [Procurement of Utility Trailers for Parks Department](#)
- 2) [Contract for Refinishing Concrete Floors at City Hall and Fire Station](#)
- 3) [Contract for Carpeting at Fire Station](#)
- 4) [Procurement of Mower for Sewer Department](#)

FUTURE WORKSHOP:

EXECUTIVE SESSION:

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

ADJOURNMENT:

MEETINGS:

- 1) **DOWNTOWN BURLINGTON ASSOCIATION:** Wednesday **February 27, 2018** 9:00 a.m.
Chamber of Commerce, 520 E Fairhaven Ave
- 2) **AUDIT & FINANCE COMMITTEE:** Thursday **February 28, 2019** 4:00 p.m.
City Hall, 833 S Spruce Street
- 3) **PARKS ADVISORY BOARD:** Monday **March 4, 2019** 5:30 p.m.
Parks & Recreation, 900 E Fairhaven Ave
- 4) **LIBRARY BOARD:** Tuesday **March 5, 2019** 6:00 p.m.
Burlington Public Library, 820 E Washington Ave
- 5) **PUBLIC SAFETY COMMITTEE:** Tuesday **March 12, 2019** 4:00 p.m.
Public Safety Building, 311 Cedar Street
- 6) **AUDIT & FINANCE COMMITTEE:** Thursday **March 14, 2019** 4:00 p.m.
City Hall, 833 S Spruce Street

February 2019

February 2019							March 2019						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2						1	2
3	4	5	6	7	8	9	3	4	5	6	7	8	9
10	11	12	13	14	15	16	10	11	12	13	14	15	16
17	18	19	20	21	22	23	17	18	19	20	21	22	23
24	25	26	27	28			24	25	26	27	28	29	30
							31						

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

March 2019

March 2019							April 2019						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	1	2	7	1	2	3	4	5	6
10	11	12	13	14	8	9	14	8	9	10	11	12	13
17	18	19	20	21	15	16	21	15	16	17	18	19	20
24	25	26	27	28	22	23	28	22	23	24	25	26	27
31					29	30		29	30				

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



ITEM #: 1

CHECK ONE:

NEW BUS. X

OLD BUS. _____

AGENDA ITEM

Council Date: February 28, 2019 Subject: [Procurement of Utility Trailers for Parks Department](#)
Jennifer Berner, Parks & Recreation
Director

Attachments: Tilt Utility Trailer Quote Public Hearing Required: YES () NO (**X**)

SUMMARY

The Parks and Recreation Department budgeted for the purchase of new Utility Trailers in the 311-000 Parks & Rec Reserve fund for 2019. After researching the best type of trailer that will meet staff needs, purchasing two Tilt Utility Trailers is the best option. The tilt trailer is on the State Contract so the city is able to acquire them at the best price.

New Equipment	List Price	State Price	Total
2 - Tilt Utility Trailers	\$5,037 (Each)	\$4,687.00 (Each)	\$9,374.00 <small>(savings of \$700 by purchasing off State Contract)</small>
Total with Sales Tax (\$816.00)			\$10,190.00

The new tilt trailers will allow staff to accomplish job tasks more efficiently. Mowers will be on trailers that are rated for their weight and having the trailer with the tilt function allows for easy load and unloading of mowers and equipment. Staff will surplus the two old trailers that are past their usable life and are due for replacement. By ordering the equipment in February it will be delivered and ready for use prior to the busy spring mowing season.

RECOMMENDATION

Motion to authorize the Mayor to approve the purchase of two Tilt Utility Trailers for the Parks and Recreation Department.



ITEM #: 2

CHECK ONE:

NEW BUS. X

OLD BUS. _____

AGENDA ITEM

Council Date: February 28, 2019 Subject: [Contract for refinishing concrete floors at City Hall & Fire Station](#)
Marv Pulst, Public Works Director

Attachments: Quotes Public Hearing Required: YES () NO (**X**)
Contract
Floor Plan

SUMMARY

Attached are quotes from Maverick Specialty Flooring for flooring upgrades at City Hall and the Fire Station. The contractor will seal and wax concrete floors at City Hall for a cost of \$7,512.50 plus taxes. At the Fire Station, the contractor will grind, patch and seal the concrete flooring for a cost of \$23,555 plus taxes. The concrete surfacing is preferred by Fire staff in the common areas for its ease of cleaning, which helps keep contamination from fire-fighting activities out of the building. This will be funded by the General Capital Facility Improvement fund. Maverick Specialty Contracting was the lowest quote received.

RECOMMENDATION

Motion to award contract to Maverick Specialty Contracting for flooring work at City Hall & Fire Station and authorize the Mayor's signature.



ITEM #: 3

CHECK ONE:

NEW BUS. X

OLD BUS. _____

AGENDA ITEM

Council Date: February 28, 2019 Subject: [Contract for carpeting at the Fire Station](#)
Marv Pulst, Public Works Director

Attachments: Quotes Public Hearing Required: YES () NO (X)
Contract
Floor Plan

SUMMARY

Attached are quotes from Great Floors for work to be done at the Fire Department. The existing carpeting is original, installed in 1998. Through State Contract pricing, Great Floors will remove and replace carpet tiles at various locations (training rooms & offices) within the Fire Station. This will be funded by the General Capital Facility Improvement fund. The total cost for this work \$17,011 including taxes.

RECOMMENDATION

Motion to award contract to Great Floors for carpet work at the Fire Station and authorize the Mayor's signature.



ITEM #: 4

CHECK ONE:

NEW BUS. X

OLD BUS. _____

AGENDA ITEM

Council Date: 2/28/2019 Subject: [Authorize Procurement of Mower for Sewer Department from State Contract](#)
Marv Pulst, Public Works Director

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

SUMMARY

Attached is quote from State Contract (Washington State Department of Enterprise Services) For procurement of a mower for the Facilities Management Department. The City Council Approved in the Sewer Department 2019 ER&R Budget purchase of a John Deere Ztrak Mower. Washington Tractor was awarded the state bid for sales of this brand new John Deere Ztrak Mower. The new Ztrak Mower will cost a total of \$12,809.65.

RECOMMENDATION

Motion to authorize procurement of John Deere Mower from the State Contract.