

**CITY COUNCIL AGENDA**  
**City Hall, 833 South Spruce Street**  
**7:00 p.m. May 23, 2019**

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**CALL TO ORDER:**

Mayor Sexton  
Council Members: Aslett, J. DeGloria, R. DeGloria, Edmundson, Loving, and Stavig  
Staff: Berner, Blaine, Dempsey, Erickson, Ganz, Hampton, Harrison, Hawes, Brad Johnson, L. Johnson, Jongsma, Luvera, Morrison, Moser, Nelson, Peterson, Pulst, Rabenstein, Schwetz, Stewart, Toth, Ward, and Young.

**MINUTES:**

[City Council Meeting May 9, 2019](#)

**AUDIT OF BILLS:**

**PUBLIC COMMENTS:**

**COUNCIL COMMENTS:**

**MAYOR'S UPDATE:**

**PROCLAMATION:**

**SPECIAL PRESENTATION:**

**COMMITTEE & BOARD REPORTS:**

**OFFICERS REPORTS:** TBD

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**UNFINISHED BUSINESS:**

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**CONSENT AGENDA:**

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**NEW BUSINESS:**

- 1) [Proposed Ordinance Revising BMC 13.08.080 Relating to Late Fee Penalty Charge on Delinquent Sewer Utility Accounts](#)
- 2) [Library Board of Trustees Appointment](#)
- 3) [Bid & Contract Award – Wastewater Pump Station #9 Upgrade Project](#)
- 4) [Agreement with Gray & Osborne for Engineering Construction Services for Sewer Pump #9](#)
- 5) [Agreement with Gray & Osborne for Comprehensive Stormwater Management Plan](#)
- 6) [Bid and Contract Award – 2019 Overlay Project](#)

**FUTURE WORKSHOP:**

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**EXECUTIVE SESSION:**

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

**ADJOURNMENT:**

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**MEETINGS:**

- 1) PUBLIC WORKS COMMITTEE: Tuesday **May 21, 2019** 4:00 p.m.  
City Hall, 833 S Spruce Street
- 2) DOWNTOWN BURLINGTON ASSOCIATION: Wednesday **May 22, 2019** 9:00 a.m.  
Chamber of Commerce, 520 E Fairhaven Ave
- 3) AUDIT & FINANCE COMMITTEE: Thursday **May 23, 2019** 4:00 p.m.  
City Hall, 833 S Spruce Street
- 3) PARKS ADVISORY BOARD: Tuesday, **June 4, 2019** 5:30 p.m.  
Parks & Recreation, 900 E Fairhaven Ave
- 4) PUBLIC SAFETY COMMITTEE: Tuesday **June 11, 2019** 4:00 p.m.  
Public Safety Building, 311 Cedar Street
- 5) AUDIT & FINANCE COMMITTEE: Thursday **June 13, 2019** 4:00 p.m.  
City Hall, 833 S Spruce Street

# May 2019

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

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

# June 2019

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

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



ITEM #: 1

CHECK ONE:

NEW BUS. X

OLD BUS. \_\_\_\_\_

## AGENDA ITEM

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Council Date: May 23, 2019 Subject: [Proposed Ordinance revising BMC 13.08.080 relating to late fee penalty charge on delinquent sewer utility accounts.](#)  
Joe Stewart, Finance Director

Attachments: RCW 35.67.020 Public Hearing Required: YES ( ) NO (X)  
Proposed Ordinance  
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### SUMMARY

Cities have the statutory authority to charge late fees for delinquent sewer accounts as provided in Washington state law. Such authority was previously, and erroneously, ended in late 2016. We recommend the City Council re-adopt a late payment penalty to ensure fairness among utility customers. Additionally, the fee is increased from \$5.00 to \$10.00. The late fee will be effective for the first billing cycle in July 2019.

### RECOMMENDATION

Motion to approve the proposed ordinance to add the penalty for delinquent sewer accounts of \$10.00 per month and authorize the Mayor's signature.



ITEM #: 2

CHECK ONE:

NEW BUS. X

OLD BUS. \_\_\_\_\_

## AGENDA ITEM

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Council Date: May 23, 2019 Subject: [Library Board of Trustees Appointment](#)

Sarah Ward, Library Director

Attachments: Letter from Evan Greenlaw Public Hearing Required: YES ( ) NO ( **X** )

Library Board application from Evan Greenlaw

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### **SUMMARY**

Evan Greenlaw has volunteered to serve on the Library Board of Trustees, filling a vacancy.

### **RECOMMENDATION**

Motion to approve the Mayor's appointment of Evan Greenlaw to the Library Board of Trustees.



ITEM #: 3

CHECK ONE:

NEW BUS. X

OLD BUS. \_\_\_\_\_

## AGENDA ITEM

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Council Date: May 23, 2019 Subject: [Bid & Contract Award – Wastewater Pump Station 9 Upgrade Project](#)  
Marv Pulst, Public Works Director

Attachments: Letter of Approval Public Hearing Required: YES ( ) NO ( **X** )  
Contract  
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### SUMMARY

Bids were requested to upgrade Wastewater pump station #9 located at Ovenell Rd North of Avon Allen Rd.

Three bids were received on May 2, 2019. The lowest, responsive bid was received from Strider Construction Company of Bellingham, WA. Staff recommends award to Strider Construction Company for the amount of \$771,271.88.

### RECOMMENDATION

Motion to authorize Mayor to award bid and sign agreement with Strider Construction for wastewater pump station 9 upgrade.



ITEM #: 4

CHECK ONE:

NEW BUS. X

OLD BUS. \_\_\_\_\_

## AGENDA ITEM

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Council Date: May 23, 2019 Subject: [Agreement with Gray & Osborne for Engineering Construction Services for Sewer Pump #9](#)  
Marv Pulst, Public Works Director

Attachments: Agreement Public Hearing Required: YES ( ) NO ( **X** )  
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### SUMMARY

This \$32,980.00 agreement with Gray & Osborne engineers will provide construction management duties pertaining to the upgrade of Wastewater Pump Station 9.

The specific tasks in the scope of work for this project are the following: Conduct a preconstruction conference, review of submittals, respond to contractor's requests for information (RFIs), prepare change orders (if any), process progress payment requests, attend periodic construction progress meetings, perform the final inspection, and certification of project completion. Gray & Osborne engineers will also prepare the record drawings (as-builts). The City of Burlington sewer department will conduct daily, on-site inspection.

### RECOMMENDATION

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



ITEM #: 5

CHECK ONE:

NEW BUS. X

OLD BUS. \_\_\_\_\_

## AGENDA ITEM

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Council Date: May 23, 2019 Subject: [Agreement with Gray & Osborne for Comprehensive Stormwater Management Plan](#)  
Marv Pulst, Public Works Director

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

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### SUMMARY

This \$116,800.00 agreement with Gray & Osborne engineers (G&O) will provide an update to the Comprehensive Stormwater Management plan. The current City of Burlington Comprehensive Stormwater Management Plan (Plan) was last updated in 2005, and now the City is seeking professional services to revise and update the Plan and review the City's stormwater program (Program). The prior Plan was completed before the mandate from Department of Ecology requiring the NPDES permit and the City's Storm Drain Utility was recently formed. A new NPDES permit with additional reporting requirements will come into effect later this year.

This agreement will allow G&O to complete the work and assist the City with the establishment of Program goals and tools, review of operation and maintenance activities, capital project development, update of hydraulic model and review of rates and connection charges for incorporation into the updated Plan. Funding will be provided by the Storm Drain Utility.

### RECOMMENDATION

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





ITEM #: 6

CHECK ONE:

NEW BUS. X

OLD BUS. \_\_\_\_\_

## AGENDA ITEM

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Council Date: May 23, 2019 Subject: [Bid and Contract Award – 2019 Overlay Project](#)  
Marv Pulst, Public Works Director

Attachments: Bid Summary Public Hearing Required: YES ( ) NO (X)  
Contract  
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### SUMMARY

Bids were opened for the 2019 Overlay Project on May 21st at 2 p.m. The low, responsive bidder is Granite Construction, located in Bellingham, WA, for the amount of \$804,757.

The project consists of 2-inch pavement overlay of Burlington Blvd between Pease Rd and Costco D AND Market Place Dr between the Burlington Blvd and George Hopper Rd AND Peterson Rd between Pulver Rd and I-5 overpass. WA State Transportation Board is funding \$210,000 for paving along Peterson Rd and Skagit County will pay for their portion of Peterson Rd as well.

### RECOMMENDATION

Motion to award bid and authorize Mayor to sign agreement with Granite Construction for 2019 Overlay Project.