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**CITY OF LAKE FOREST PARK  
City Council  
Regular Meeting  
August 23, 2001**

**Councilmembers present:** Alan Kiest, Carolyn Armanini, Dwight Thompson, Mary Jane Goss, Nate Herzog, Roger Olstad, Ed Sterner

**Staff present:** David R. Hutchinson, Mayor, Douglas Jacobson, City Administrator; Michael Ruark, City Attorney; Frank Zenk, Director of Public Services; Glenn Akramoff, Public Works Supervisor; John Hawley, Finance Director; Ty Peterson, City Planner; Susan Stine, City Clerk

**Others present:** Four visitors

**CALL TO ORDER**

Mayor Hutchinson called the regular meeting to order at 7:32 p.m.

**WELCOME AND INTRODUCTION**

Public Works Supervisor Glenn Akramoff introduced Scott Walker and Kirsten Anderson, two members of the Public Works summer team, and reported on the team's projects and accomplishments.

A recess was called for at 7:37 p.m.

The meeting was resumed at 7:48 p.m.

**MAYOR'S REPORT**

Mayor Hutchinson reported on various events and issues of interest to the council.

In response to questions from councilmembers, Director of Public Services Frank Zenk and City Planner Ty Peterson reported on remediation work at the shopping center.

Zenk also discussed the closure schedule for the Ballinger Way roadwork.

**ADOPTION OF AGENDA**

**Cmbr. Thompson moved** adoption of the agenda. **Cmbr. Olstad seconded.**

City Administrator Jacobson requested the addition of an executive session for discussion of the topics of labor negotiations and real estate for approximately 15 minutes.

1 **The motion carried unanimously.**

2  
3  
4 **CONSENT CALENDAR**

5  
6 **Thompson moved to amend** the August 9, 2001 council regular meeting minutes as follows:

7  
8 Page 3, line 30: "...determining if this issue coincides with the interests of the council-city."

9  
10 **Cmbr. Armanini seconded. The motion carried unanimously.**

11  
12 **Thompson moved to adopt** the consent calendar as follows:

- 13  
14 1. August 9, 2001 council regular meeting minutes  
15 2. August 23, 2001 finance committee report covering warrant nos. 39883 through 39976 in  
16 the amount of \$419,481.78 drawn from the claims clearing fund and warrant nos. 21283  
17 through 21352 in the amount of \$119,305.12 drawn from the payroll clearing fund.

18  
19 **Armanini seconded. The motion carried unanimously.**

20  
21  
22 The council agreed to review the August 21, 2001 letter from Dr. Peter Hodges, Lake Forest  
23 Park Elementary School principal, under new business.

24  
25  
26 **PRESENTATION**  
27 **CMAQ (Congestion Mitigation and Air Quality) Grant**  
28 **Metropolitan King County Transportation/Market Development**  
29 **Timothy Lowry, Presenter**

30  
31 Timothy Lowry and Matt Cail of Metropolitan King County Transportation presented information  
32 regarding two grant opportunities totaling \$150,000. Lowry noted that preliminary discussions  
33 with merchants have been well-received, and the emphasis is on mobility, improved access to  
34 the Burke Gilman Trail, incentives for transit use and reduced vehicle use. Discussion followed  
35 regarding various aspects of the proposed program and its implementation.

36  
37 With permission of the council, Cmbr. Kiest requested an amendment to the August 9, 2001  
38 council regular meeting minutes.

39  
40 **Cmbr. Herzog moved to amend** as follows:

41  
42 Page 6, line 11: "Kiest exited the meeting at 9 p.m."

43  
44 **Armanini seconded. The motion carried unanimously.**

1 **FIRST READING CALENDAR**

2 ***Resolution 639/Approving Ronald Wastewater Management District Sewer***  
3 ***Comprehensive Plan***

4  
5 In response to questions from councilmembers, Director of Public Services Zenk discussed the  
6 inflow and infiltration funding as it related to the proposed resolution, and he noted that staff  
7 members had reviewed the Ronald sewer comprehensive plans for consistency with the Lake  
8 Forest Park plan. City Attorney Ruark noted that the city is being asked to approve the Ronald  
9 comprehensive plan so that the district's bond sale to purchase a portion of the Lake City sewer  
10 system can proceed.

11  
12 **Herzog moved to advance** Resolution 639/Approving Ronald Wastewater Management  
13 District Sewer Comprehensive Plan to the second reading calendar.

14  
15 **Olstad seconded. The motion carried unanimously.**

16  
17  
18 Finance Director John Hawley advised the council that the request for proposals for  
19 telecommunications services and/or cabling are due on August 27. He noted that council action  
20 on the staff recommendation would be requested at the September 13, 2001 council meeting.

21  
22  
23 **Resolution 640/Award Bid for City Hall Furniture and Furnishings**

24  
25 Hawley described the formal bid process for the city hall furniture and furnishings. He noted  
26 that Olympic Office Supply presented the low bid of \$77,288, and he recommended that council  
27 award the bid to Olympic as the lowest, responsive and responsible bidder.

28  
29 **Kiest moved to advance** Resolution 640/Award Bid for City Hall Furniture and Furnishings to  
30 the second reading calendar and that it be taken out of order and discussed immediately.

31  
32 **Armanini seconded. The motion carried unanimously.**

33  
34  
35 **SECOND READING CALENDAR**

36 **Resolution 640/Award Bid for City Hall Furniture and Furnishings**

37  
38 Following discussion, **Thompson moved adoption** of Resolution 640/Award Bid for City Hall  
39 Furniture and Furnishings.

40  
41 **Kiest seconded. The motion carried unanimously.**

42  
43  
44 **FIRST READING CALENDAR**

45 **Resolution 641/Award Bid for Sidewalk Improvements**

46  
47 **Thompson moved to advance** Resolution 641/Award Bid for Sidewalk Improvements to  
48 the second reading calendar and that it be taken out of order and discussed immediately.

49  
50 **Cmbr. Sterner seconded. The motion carried unanimously.**

1 **SECOND READING CALENDAR**  
2 **Resolution 641/Award Bid for Sidewalk Improvements**

3  
4 Following discussion, **Thompson moved adoption** of Resolution 641/Award Bid for Sidewalk  
5 Improvements to Kodo Construction, Inc.

6  
7 **Armanini seconded. The motion carried unanimously.**  
8

9  
10 **FIRST READING CALENDAR**  
11 **Resolution 642/Authorize Used Vehicle Purchase from Northshore Utility District**

12  
13 **Olstad moved to advance** Resolution 642/Authorize Used Vehicle Purchase from Northshore  
14 Utility District to the second reading calendar and that it be taken out of order and discussed  
15 immediately.  
16

17  
18 **SECOND READING CALENDAR**  
19 **Resolution 642/Authorize Used Vehicle Purchase from Northshore Utility District**

20  
21 Following discussion, **Olstad moved adoption** of Resolution 642/Authorize Used Vehicle  
22 Purchase from Northshore Utility District.  
23

24 **Kiest seconded. The motion carried unanimously.**  
25

26  
27 **SECOND READING**  
28 **Resolution 635/Authorize Mayor to Sign Contract for On-Call Development Review**  
29 **Services with Berryman & Henigar**

30  
31 City Planner Ty Peterson said this contract would provide development review services on  
32 applications by the city. He noted that the appearance of impartiality is important for such  
33 applications.  
34

35 Following discussion, **Herzog moved to amend** the professional services agreement as  
36 follows:  
37

38 Page 2, line 9: "...amount not to exceed \$5,000."  
39

40 **Armanini seconded.**  
41

42 In response to a question from Cmr. Goss, Jacobson said that page 1, line 33 will be corrected  
43 to read "Attachment A" rather than Exhibit 1.  
44

45 **The motion carried unanimously.**  
46  
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1 **Resolution 636/Authorize Mayor to Sign Contract for On-Call Critical Areas Review**  
2 **Services**

3  
4 Following discussion, Armanini moved that Resolution 636/Authorize Mayor to Sign Contract  
5 for On-Call Critical Areas Review Services remain on the September 13, 2001 agenda second  
6 reading calendar.

7  
8 **Olstad seconded.**  
9

10 Discussion followed regarding ownership of data generated in the work products prepared  
11 under this agreement. Councilmembers requested information regarding the firm's references  
12 and hourly rates and instructed staff to clarify the city's interest in all notes and data created in  
13 support of the firm's deliverable products.

14  
15 Following discussion, Herzog moved to amend the professional services agreement as  
16 follows:

17  
18 Page 2, line 9: "...amount not to exceed \$15,000."  
19

20 **Thompson seconded. The motion carried unanimously.**

21  
22 **The motion that Resolution 636 remain on the September 13, 2001 second reading**  
23 **calendar carried unanimously.**  
24

25  
26 **Resolution 637/Adopting City Petty Cash Policies**

27  
28 Following discussion, Thompson moved to place Resolution 637/Adopting City Petty Cash  
29 Policies dated August 23, 2001 before the council for consideration.

30  
31 **Kiest seconded. The motion carried unanimously.**  
32

33  
34 Herzog moved to advance Resolution 637/Adopting City Petty Cash Policies to the final action  
35 calendar.  
36

37 **Armanini seconded. The motion carried unanimously.**  
38

39  
40 **Resolution 638/Adopting an Alternative Process for Awarding Small Works Projects**  
41 **Under \$35,000**

42  
43 Armanini moved to amend Resolution 638/Adopting an Alternative Process for Awarding  
44 Small Works Projects Under \$35,000 striking the following language and renumbering:  
45

46 Page 2, lines 13-14: "~~4. The City Administration may waive requirements for payment and~~  
47 ~~performance bonds and retainage.~~"  
48

49 **Kiest seconded. The motion carried unanimously.**  
50

1 In response to a question from Sterner, City Attorney Ruark noted that he would normally  
2 recommend that the deleted language be left in and exercised only in certain circumstances.

3  
4 **Olstad moved for reconsideration of the previous motion. Herzog seconded. The motion**  
5 **carried unanimously.**

6  
7 Discussion followed regarding the intent of the language and the delegation of authority  
8 regarding contracts.

9  
10 **Thompson moved to amend** Resolution 638 as follows:

11  
12 Page 1, line 23: "...the City Administration is ~~authorized to~~ may recommend to the City Council  
13 that it award contracts...."

14  
15 **Herzog seconded. The motion carried unanimously.**

16  
17  
18 **Armanini moved to amend** Resolution 638 as follows:

19  
20 Page 2, lines 13-14: "The City Administration ~~Council~~ Council may waive requirements for payment and  
21 performance bonds and retainage."

22  
23 **Herzog seconded. The motion to amend carried unanimously.**

24  
25  
26 **Thompson moved to adopt** Resolution 638/Adopting an Alternative Process for Awarding  
27 Small Works Projects Under \$35,000 as amended.

28  
29 **Goss seconded. The motion carried unanimously.**

30  
31  
32 ***Resolution 639/Approving Ronald Wastewater Management District Sewer***  
33 ***Comprehensive Plan***

34  
35 **Herzog moved adoption** of Resolution 639/Approving Ronald Wastewater Management  
36 District Sewer Comprehensive Plan.

37  
38 **Thompson seconded. The motion carried unanimously.**

39  
40  
41 **FINAL ACTION CALENDAR**  
42 **Resolution 637/Adopting City Petty Cash Policies**

43  
44 **Herzog moved adoption** of Resolution 637/Adopting City Petty Cash Policies.

45  
46 **Armanini seconded. The motion carried unanimously.**

47  
48  
49 A 10-minute recess was called for at 9:58 p.m.

1 The regular meeting was resumed at 10:12 p.m.

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4 **NEW BUSINESS**  
5 **Communications**

6  
7 Councilmembers discussed the August 21, 2001 letter from Lake Forest Park Elementary  
8 School principal, Dr. Peter Hodges, requesting that the city consider a \$2,000 contribution to the  
9 playground equipment project.

10  
11  
12 **New topics for discussion**  
13 **King County Inflow and Infiltration (I&I) Funding**

14  
15 Zenk discussed the \$3.2 million available from King County Wastewater Treatment Division for  
16 inflow and infiltration reduction improvements.

17  
18  
19 **Shoreline Water District/City of Seattle Water Supply Agreement**

20  
21 Councilmembers discussed the information provided by the Shoreline Water District regarding  
22 the agreement with the City of Seattle and approved the draft letter prepared by the city  
23 administrator.

24  
25  
26 **Open Space Project Funding Recommendation**

27  
28 Jacobson informed the council that King County Executive Sims has recommended that the  
29 proposal for the Grace Cole Memorial Park be funded in the amount of \$225,000. The city is  
30 awaiting word of the County Council's approval.

31  
32  
33 At 10:29 p.m., Mayor Hutchinson said that the next item on the agenda is an executive session  
34 to discuss the topics of labor negotiations and real estate for approximately 15 minutes. Those  
35 not required to remain for the executive session exited the meeting at this time.

36  
37  
38 **Executive Session**

39  
40 The meeting was recessed to executive session at 10:30 p.m. for approximately 15 minutes for  
41 discussion of labor negotiations and real estate matters.

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44 The meeting was resumed at 10:44 p.m.

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**ADJOURNMENT**

There being no objection, the meeting was adjourned at 10:45 p.m.

\_\_\_\_\_  
Susan Stine, City Clerk

APPROVED:

\_\_\_\_\_  
David R. Hutchinson, Mayor