

City Council Minutes – April 5, 2017

Special Meeting

Mayor Laurie Gere called to order an advertised special meeting of the Anacortes City Council on April 5, 2017 at 5:00 p.m. Councilmembers Eric Johnson, Ryan Walters, Erica Pickett, Brad Adams and Liz Lovelett were present. Councilmembers John Archibald and Matt Miller were absent. The assembly joined in the Pledge of Allegiance.

Public Comment

No one present wished to address the Council on any matter not already on the agenda.

Consent Agenda

- a. Contract Award: Downtown Sidewalks Phase 1 (17-028-TRN-001)
- b. Contract Award: 2017 Asphalt Overlay Project (17-003-TRN-001)

Assistant Public Works Director Matt Reynolds provided additional information requested by Council at its April 3, 2017 regular meeting regarding the subject contracts. He displayed the map of the third street sidewalk project which had been included in the packet materials for the April 5 meeting.

Sidewalk Project Manager Gunnar Christiansen explained the sequential relationship between the sidewalk and overlay contracts and the extent of the sidewalk project along the south edge of Third Street between Commercial and Q Avenue. He added that other sidewalks would be addressed separately at the end of the summer but did not need to be completed prior to the overlay.

Asphalt Overlay Project Manager Tim Hohmann reviewed the bounds of the asphalt overlay project and the nature of the work including milling, repaving and striping to existing curb and gutter. He said the contractor would mobilize the first week of May, or sooner if the sidewalk contract completed sooner, and that the overlay would complete by the Friday before Memorial Day so as not to impact downtown businesses during the tourist season. He added that the new striping would include bike lanes both directions and crosswalks conforming to WSDOT standards. In response to councilmember questions, Mr. Hohmann indicated

- the back in angle parking between 2nd and 3rd Streets would be retained and would not be part of the overlay since it had recently been resurfaced.
- 7th Street was not part of the overlay project and so sidewalks on that street would be addressed separately.
- the asphalt milling equipment would be equipped with dust control apparatus
- two blocks of L Avenue were included in the contract to address failing pavement patches from an earlier waterline replacement there
- striping of the Storvik Park north parking lot was currently specified to retain the existing stall configuration with the addition of two ADA accessible spaces but that staff was investigating reducing stall width from 10 feet to 9 feet in order to gain an extra space or two

Mayor Gere commended staff for timing the project to fit between the Tulip Festival traffic in April and the busy summer season.

Mr. Johnson moved, seconded by Ms. Pickett, to approve the Consent Agenda. The motion passed unanimously by voice vote.

OTHER BUSINESS

Packet Requirements for Public Works Contracts Placed on the Consent Agenda

Mr. Reynolds apologized that the packet materials for the public works contracts presented on the Consent Agenda at the April 3, 2017 meeting had not included the contractor's bid proposal, noting that those materials had typically been included in the past but had inadvertently been omitted at that meeting. He inquired if there were other materials that councilmembers would routinely like to have included for consideration of public works contract awards.

Councilmembers discussed with public works and legal department staff present the extent of public works contract documents which typically include voluminous specifications by reference. Mr. Walters reiterated his longstanding position that councilmembers should be presented with the entire contract document they were being asked to approve, at least in the case of non-public works contracts. After further discussion, councilmembers generally agreed that requests for approval of public works contract award should include

- the scope of work, including the Bid Proposal sheet
- the bid tabulation if publicly bid
- a map or plan view of the work location
- a summary of the public outreach plan (may be addressed in the agenda bill)
- an indication of the year to date and remaining expenditures against the budget line item affected

Mr. Adams reminded staff that the City Council procedures require public works contracts for more than \$200,000 to be presented for consideration outside of the Consent Agenda. Ms. Lovelett concurred.

Mr. Walters suggested amending the current City Council procedures adopted by Resolution 1949 to reflect the list just discussed and also authorize a staff person to reject agenda items that do not comply. Mayor Gere said the legal department would bring a resolution back for Council consideration.

There being no further business, at approximately 5:30 p.m. the Anacortes City Council meeting of April 5, 2017 adjourned.