

January 25, 2007

CALL TO ORDER: Mayor Tjeerdsma called the meeting to order at 7:00 p.m., with the Pledge of Allegiance. Council members present: Aslett, Bensen, Doyle, Loving, Straathof and Montgomery. Staff present: Aarstad, Harmon, Martin, Perkins, Sheahan, and Thomas.

A motion was made by **Councilors Bensen/Doyle** to excuse **Councilor Valentine** from tonight’s meeting. All were in favor. Motion carried.

APPROVAL OF MINUTES:

A motion was made by **Councilors Loving/Aslett** to approve the minutes of the January 11, 2007 Council meeting. All were in favor. Motion carried.

AUDIT OF BILLS:

Councilor Aslett presented the bills. A motion was made by **Councilors Aslett/Bensen** to approve vouchers 48494 – 48630 in the amount of \$601,503.10. All were in favor. Motion carried.

Current Expense	\$ 115,308.02
Current Expense Cumulative Reserve	2,342.56
City Street	19,751.95
Library	240.20
Parks & Recreation	5,716.39
Cemetery Fund	147.05
Stadium Fund	7,000.00
Local Capital Improvement Fund	386,473.22
Sewer Fund	59,396.92
Storm Drainage Utility	5,126.79
Total	\$ 601,503.10

PUBLIC COMMENTS:

There were no public comments.

OFFICER REPORTS:

Library Director Perkins reported that construction workers at the new library are installing siding and windows. Inside the building, tile work is nearly complete in the restrooms and the fireplace area. Interior painting has also begun. She invited council members to contact her if they would like a tour. She and her staff are busy placing orders for The Opening Day Collection which includes books, DVD’s, magazines, and other materials. The orders must be complete by the end of this month in order to insure timely delivery for the opening of the new library.

Library Director Perkins reported she is working on the 2006 annual report. She noted that visitors and number of items checked out had increased from 2005. There were more than 91,000 items checked out of the library in 2006.

Public Works Director/City Engineer Martin announced that he has prepared a grant application to Skagit County for \$300,000 to be used for the Nevitt Road project. The grant funds are from the Skagit County Economic Development Public Facility Distressed/Rural County Sales and Use Tax.

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Public Works Director/City Engineer Martin distributed copies of a letter sent by the Board of County Commissioners regarding their involvement in the Skagit River Impact Partnership.

Public Works Director/City Engineer Martin noted that City staff has had some discussions with Skagit County Dike and Drainage District #12 to make it a goal to get sections of the levy certified by the Federal Emergency Management Agency (FEMA) as 100-year flood elevation. Funding may be available to assist with this project. He noted that levy certification is important as an administrative tool.

City Administrator Aarstad displayed a new 4' x 8' flag that has been purchased to fly over the new city hall. The flag has the Burlington logo on a white background. There will be three flag poles in front of City Hall for the U.S. flag, the Washington State flag, and the City flag.

City Administrator Aarstad distributed copy of an email from a concerned citizen regarding the increased incidents of graffiti around the City asking if there is more that the City can do to discourage this growing problem. **City Administrator Aarstad** noted that several City staff members met this week to discuss the problem of graffiti in the City. A suggestion that came out of this meeting was to publish a pamphlet to be distributed to business owners, property owners and residents of the City. The pamphlet would describe different types of graffiti, why it is a problem that needs to be addressed quickly, and the property owner's responsibility for removal. He would also like to make presentations to local service organizations to make them aware of the problem and offer members the opportunity to take on a program to assist home-owners (that perhaps cannot afford the paint or can't physically do the work) with removal of graffiti. Council members were in favor of this plan. **Councilor Aslett** stated that he knows of several residences that have had graffiti on their fences, etc. in his neighborhood. **City Administrator Aarstad** stated that he will gather more information regarding the cost to publish a pamphlet and bring this information back to the council for funding approval.

Councilor Loving announced that for 2007 **Councilor Bensen** has been elected to serve as Vice Chair of the Metropolitan Planning Organization, Vice Chair of Skagit Transit, and Chair of the Municipalities Committee.

UNFINISHED BUSINESS:

SKAGIT COUNTY COMMUNITY ACTION REQUEST FOR PARTIAL FUNDING FOR AN EXPANSION TO THEIR HOMELESS SHELTER.

City Administrator Aarstad noted that Council had discussed this request at the last City council meeting and requested additional information. He contacted Skagit County Community Action Director, William Shuler, to determine how much funding was still needed to meet their goal and how much funding may have come from other municipalities. Mr. Shuler indicated they have received both private and public contributions for this project. The City of Mount Vernon is contributing \$22,000 and Anacortes has pledged \$13,000 from their annual allocation of Community Development Block Grant (CDBG) funds. Because the City of Burlington population is below the required minimum, it does not receive CDBG funds. Mr. Shuler suggested an amount between \$5,000 and \$20,000 would be a big help in moving forward with the shelter expansion. **Councilor Aslett** stated that the funds should come from the Legislative Emergency Fund. He noted that \$60,000 is budgeted for 2007. In past years the budgeted funds have not been completely spent during the year. A motion was made by **Councilors Aslett/Montgomery** to authorize a contribution of \$10,000 from the Legislative Fund to assist Community Action to qualify for additional funding from the State of Washington. **Councilor Loving** stated he thought the amount was too high. **Councilor Bensen** noted that if the City pledges funds and the \$150,000 goal is not met by Community Action, the City would not have to pay any money. He suggested a contribution amount of \$5,000. **Councilor Doyle** agreed that \$10,000 was too much. Voting in favor of contributing \$10,000 to Skagit County Community Action were **Councilors Aslett** and **Montgomery**. Opposed were **Councilors Bensen, Loving, Doyle** and **Straathof**. Motion failed. A motion was made by **Councilor Doyle** to pledge \$1,000. Motion failed for lack of

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a second. A motion was made by **Councilors Bensen/Loving** to pledge \$5,000. Voting in favor were **Councilors Bensen, Loving, Aslett, Straathof and Montgomery**. Voting against was **Councilor Doyle**. Motion carried.

NEW BUSINESS:**CONSULTANT AGREEMENT WITH HDR ENGINEERING, INC. FOR THE COMPLETION OF THE DESIGN OF NEVITT ROAD FOR THE SR-20 INTERCHANGE PROJECT.**

Assistant Public Works Director/City Engineer Harmon stated that this agreement for \$383,023 with HDR Engineering, Inc. will allow the City to complete the design and right-of-way associated with our commitments to Washington State Department of Transportation (WSDOT) for the Nevitt Road alignment within the SR-20 interchange reconstruction. WSDOT anticipates construction to begin the spring of 2008. The project is just west of I-5 with boundaries from SR-20 south to approximately 300 feet south of Andis Road on Goldenrod Road. Total length of improvements to Nevitt Road is approximately 1600 feet. The scope of work will consist of design only and will complete the current 30% design to be part of the bid package for the WSDOT / SR-20 interchange reconstruction. The design will include the completed and approved plans, specifications and engineer's estimate and the right-of-way acquisition necessary for the project limits outside of the interchange. This will keep all local consultants involved with a fresh eye towards the project. The original consultant firm had expended all funds yet had only completed 30% of the project design. HDR is familiar with the project as they have been working with the State on the project. **Councilor Bensen** asked if the City is awarded the \$300,000 grant from the County could it be used on this project. **Public Works Director/City Engineer Martin** indicated the City would be able to use the grant funds for this agreement if awarded. A motion was made by **Councilors Aslett/Bensen** to authorize the Mayor to enter into a Standard Consultant Agreement with HDR Engineering, Inc for the amount of \$383,023.00. All approved. Motion carried.

NORTH BURLINGTON BOULEVARD PROPOSED CROSS SECTION CONFIGURATION.

Assistant Public Works Director/City Engineer Harmon reviewed the diagram of the typical roadway cross-section for N. Burlington Boulevard. This cross-section, beginning on the west side, shows a 12-foot wide multi-use paved path, 7-foot planter strip for trees, curb and gutter, two 11-foot driving lanes west bound, a 4-foot median, two 11-foot driving lanes east bound, curb and gutter, 4-foot planter strip for grass or shrubs and 6-foot wide sidewalk. The planter strips are intended to give pedestrians a buffer between the sidewalk and lanes of traffic. Mr. Paul Isaacson, 3940 Isaacson Road, Bellingham, owns 10 acres on the east side of the project area spoke to Council regarding his concerns. He stated that he owns investment properties in Skagit, Island, & Whatcom counties. He praised the Burlington staff for their assistance over the last twenty years. He has communicated with Planning Director Fleek over the years regarding possible development of his property in Burlington. He noted that with the proposed design of the roadway from SR20 north, his property would not be accessible by southbound traffic once they've passed the southern round-about. Traffic would have to continue further south on the boulevard to find a way to turn around and return to his site. The likelihood is that the driver would not turn around once they've passed the site. He does not have a specific proposed use for his property at this time, but he would like access for southbound traffic to his site as he will not be able to develop the property if there is not left-turn access. **Mayor Tjeerdsma** stated his agreement with Mr. Isaacson's opinion. Council members discussed several options to remedy this problem. **Public Works Director/City Engineer Martin** suggested that his staff meet with Mr. and Mrs. Isaacson during the next two weeks and return to the Council with a remedy. Mr. Mark Kramer, 506 S. Cherry, asked questions regarding the overall width of Burlington Boulevard; cost of a round-about compared to a signaled intersection; pedestrian safety while crossing at a traffic circle (round-about); and pedestrian safety on a path shared with bicycles. **Assistant Public Works Director/City Engineer Harmon** addressed his concerns. **Councilor Aslett** suggested Mr. Kramer visit Cordatta Place in Bellingham where they have lots of traffic and utilize traffic circles. He noted that traffic moves through very quickly and pedestrians are able to cross safely. Council members were in favor of the cross section design which

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utilizes planting sections and pedestrian paths. Engineering staff will bring a revised traffic design addressing Mr. Isaacson's concerns to Council at a later meeting.

EXECUTIVE SESSION:

The Mayor and Council adjourned to Executive Session at 8:39 p.m. to discuss personnel and litigation. The Mayor and Council returned from Executive Session at 9:17 p.m.

ADJOURNMENT:

A motion was made by **Councilors Doyle/Loving** to adjourn the meeting at 9:18 p.m. All were in favor. Motion carried.

Richard A. Patrick
Finance Director / City Clerk

Roger "Gus" Tjeerdsma
Mayor