

April 26, 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, Fleek, Harmon, Patrick, Perkins, Sheahan, Acero and Cammock.

A motion was made by **Councilor Bensen/Aslett** to excuse **Councilor Valentine** from tonight’s meeting.

Councilor Loving asked for clarification regarding the approval for donating of sick leave that was voted on at the last council meeting. He asked if the approval was to change policy or will requests come before Council for each incident. **City Administrator Aarstad** clarified that this will come to Council each time there is a request.

APPROVAL OF MINUTES:

A motion was made by **Councilors Loving/Doyle** to approve the minutes of the April 12, 2007 Council meeting. All were in favor. Motion carried.

AUDIT OF BILLS:

Councilor Bensen presented the bills. A motion was made by **Councilors Bensen/Aslett** to approve vouchers 49299 – 49418 in the amount of \$348,519.55. All were in favor. Motion carried.

Current Expense	\$ 98,576.78
Current Expense Cumulative Reserve	30,805.91
Fire Equipment Cumulative Reserve	620.07
City Street	31,875.12
Hopper Construction Fund	1,085.96
Parks & Recreation	30,562.39
Cemetery Fund	391.42
Local Capital Improvement Fund	105,559.46
Park & Recreation Reserve	4,146.25
Sewer Fund	27,683.30
Sewer Cumulative Reserve	13,940.29
Storm Drainage Utility	3,272.60
Total	\$ 348,519.55

PUBLIC COMMENTS:

There were no public comments.

OFFICER REPORTS:

DETERMINATION OF SIGNIFICANCE AND REQUEST FOR COMMENTS ON SCOPE OF EIS REGARDING 100-YEAR CERTIFIED LEVEES AROUND THE CITY OF BURLINGTON’S URBAN AREA.

Planning Director Fleek provided an update as to the status of the 100 year levee certification for flood protection. She noted that the City is working together with the County AS Co-Lead Agencies under the State Environmental Policy Act. The process will also involve updating the Burlington Floodplain Management and Natural Hazard Mitigation Plan. She stated that the planning committee for the Disaster Plan will include the Burlington Planning Commission as at least one half of the members working on this issue must be residents living in the flood plain. **Councilor Aslett** asked if the City is moving towards including Raspberry Ridge within the Urban Growth Area. **Planning Director Fleek**

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clarified that the City is not looking to include Raspberry Ridge in the UGA at this time. Although she stated that this area should be looked at and discussed during this process so that in the future the City would have several alternatives for issues affecting that area. If Raspberry Ridge is not discussed during this process, the City would not be able to include the areas in the UGA at a later time. She stated that the underlying issue is the possibility of providing sewer service to Raspberry Ridge in the future. Currently Raspberry Ridge is served by a large septic system. This is in an area of concern for possible flooding. She would like to include potential school sites in these discussions as well. This is a strategy to provide maximum decision making options. If not included in the initial documents, the City would not be able to bring the areas up at a later time for discussion. She noted that the Framework Agreement requires that the County must partner with the Cities in discussing uses for their Urban Growth Areas. The idea is to evaluate alternatives and come up with choices for the County and Cities. She noted that if FEMA is going to raise the flood elevations by 6.5 feet at I-5, levees will have to be 50' high at Lafayette. This information will all be discussed and put on the table as part of a planning meeting with the County. **Councilor Aslett** stated that he doesn't believe we should put this issue on the table to even consider the possibility of sewers at Raspberry Ridge. If we do, we are moving toward the possibility – he suggested that we don't ever want to put sewers there and if we put that alternative on the table now, then that opens the door later for the option of sewers. If we don't, then we can't put sewers there at a later date. **Planning Director Fleek** read the scoping notice, noting that the only place Raspberry Ridge is mentioned is under the EIS Required, #2. "Impact of alternative urban growth area design, with removal of land on the northeast and adding land on the west, including consideration of Raspberry Ridge development." **City Administrator Aarstad** stated that **Planning Director Fleek** needs direction from Council for the language in this notice that will be published next week. **Councilor Loving** stated that he would like the language regarding Raspberry Ridge to remain in the public notice. It will keep the door open for options for the City in the future. **Mayor Tjeerdsma** asked Council for a motion regarding this issue. A motion was made by **Councilors Loving/Doyle** to proceed with the publication of the notice as proposed by **Planning Director Fleek**. Voting in favor were **Councilors Bensen, Loving, Doyle, Straathof** and **Montgomery**. Voting against was **Councilor Aslett**.

Library Director Perkins thanked everyone who came to the book brigade. The old library is entirely empty; all books and other materials have been moved to the new library. The opening day collection has arrived and is being catalogued and placed on the shelves. She has been notified by the Secretary of State's office that two representatives will be here at 2:30 p.m. May 9, 2007 to tour the new library. She'll try to encourage the Secretary of State to attend the grand opening in June. She asked Council for any suggestions for items to place in the time capsule of the new library. **Mayor Tjeerdsma** suggested a list of current Council members be included in the capsule.

Library Director Perkins announced that the Friends of the Library will hold their used book sale tomorrow and Saturday at the old Fire Hall on Cherry Street. They need additional help and more friends if anyone would like to volunteer.

Library Director Perkins noted that her staff is planning a preview party for the evening of Saturday May 12th at the new library. The purpose will be to thank those who have made donations to the library and to give them a chance to see the library prior to re-opening. She reminded all that June 16th Saturday will be grand opening/ribbon cutting at 11:00 a.m. **Finance Director Patrick** noted that a \$30,000 donation has been made by the Burlington Rotary. **Library Director Perkins** stated this donation will be to create an endowment for future purchase of materials. She thanked several City employees for helping to get the new library up and running; Geoff Hawes for his work hooking up computers and phone system in the Library, the Building & Grounds staff for their hard work and assisting with cleanup. She also thanked **City Administrator Aarstad** for his tireless work in guiding the project through to completion.

Public Works Assistant Director/City Engineer Harmon distributed a drawing of the design for light poles that will be used on Nevitt Road and N. Burlington Blvd. The design is a bit different than the poles on Fairhaven. This has to be done to accommodate the 16' arm at the top of the pole. The poles can also accommodate banners and hanging flower baskets

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with automatic irrigation. He noted that wayfinding signs will be added to the poles at various areas around the City. He will come back later with any revisions.

City Administrator Aarstad recognized **Court Administrator Marilyn Dite** for her fifteen (15) years of service to the City. He also recognized **Court Clerk Mickey Zitkovitch** for having been with the court system for twenty years. These employees were recently recognized at a County-wide Court retreat and luncheon.

City Administrator Aarstad noted that the meeting to discuss the future of the city hall building at 900 E. Fairhaven will be held on April 30 and will include **Councilors Bensen, Aslett, and Doyle**.

City Administrator Aarstad asked if any Council members would be available to attend a Ribbon Cutting at 4:30 p.m. Friday April 27th in place of the Mayor. Councilor Straathof stated she would attend the ribbon cutting.

City Administrator Aarstad stated that the interlocal agreement with the Northwest Incident Management Team will come before Council at the next meeting.

City Administrator Aarstad stated that Building & Grounds staff has been stretched thin. He suggested that it is the time to consider hiring additional staff rather than waiting until the end of the year. He noted that it will take at least three weeks to go through the hiring process. He stated that he sent a memo to employees within City Hall, Parks & Recreation and Engineering that they will be responsible for trash and recycling in their own areas for the interim.

Councilor Bensen suggested that the Mayor send a letter of support to the Board of County Commissioners regarding their plans for the future of solid waste in Skagit County. A motion was made by **Councilors Bensen/Loving** to send letter of support from Mayor to the County regarding garbage issues beyond 2013. All agreed. Motion carried.

PRESENTATION:

Ms. Debra Maxwell, Chinook Enterprises, gave a presentation to the City Council about the services provided by Chinook Enterprises in our community. She reviewed the history of how Chinook started and the training and placement of workers with clients in Skagit County.

CONSENT AGENDA:

- 1) Guyline Construction: fence for new Storage Building - \$12,246.12
- 2) Andgar Corporation: preventative HVAC system maintenance, city wide - \$3,635.74
- 3) Guyline Construction: BNSF safety fence, WUTC grant - \$5,382.19
- 4) Right of Way Turn Back Agreement WSDOT / City of Burlington

A motion was made by **Councilors Bensen/Montgomery** to approve Consent Agenda items 1 -4 and authorize the Mayor to sign appropriate documents. All agreed. Motion carried.

UNFINISHED BUSINESS:

AMENDMENT TO 2007 BUDGET & SALARY ORDINANCE.

Finance Director Patrick stated that the Council approved the labor agreement with the Burlington Fire Fighters IAFF Local #4111 at the April 12, 2007 council meeting. As a result, the Budget & Salary Ordinance needs to be amended to reflect the 2007 wages contained in the agreement. A motion was made by **Councilors Aslett/Doyle** to approve the ordinance amending the 2007 Budget and Salary Ordinance #1614. All agreed. Motion carried.

(Ordinance #1622)

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NEW BUSINESS:

ORDINANCE TO OBTAIN A LINE OF CREDIT AT SKAGIT STATE BANK TO FINANCE NORTH BURLINGTON BOULEVARD STORM DRAINAGE PROJECT.

Finance Director Patrick stated that this line of credit with Skagit State Bank will allow the City to borrow up to \$4 million to construct a storm drainage system along North Burlington Boulevard. The negotiated interest rate is 4.52% with no loan fee and no early payoff penalty. He stated that this line of credit has a ten year term; the City will renegotiate the interest rate after five years. A motion was made by **Councilors Bensen/Loving** to approve the bond ordinance. All agreed. Motion carried.

(Ordinance #1623)

CONSULTANT CONTRACT WITH ATSI INC., JIIM WIGGINS, TO DO A WETLAND STUDY FOR THE NORTH BURLINGTON BOULEVARD STREET IMPROVEMENT PROJECT.

Assistant PW Director/City Engineer Harmon stated that a wetland reconnaissance is required for the North Burlington Boulevard project as it must meet federal highway criteria. It is important to hire someone with local knowledge and expertise to make sure Burlington is correctly represented. A contract with ATSI Inc., Aqua-Terr Systems Inc., Jim Wiggins, is proposed to ensure the best result. This task would be \$6,000 with a reserve for additional work at a later date. The reserve would be in the amount of \$18,000. A motion was made by **Councilors Loving/Straathof** to approve the contract with ATSI Inc. and authorize the Mayor to sign. All agreed. Motion carried.

LOCAL AGENCY STANDARD CONSULTING AGREEMENT WITH CASCADE PROJECT MANAGEMENT, PLLC.

Public Works Director/City Engineer Martin stated that this open-ended agreement with Cascade Project Management, PLLC will initially provide support to the Utility Undergrounding for the Nevitt and North Burlington Boulevard projects. Later, this contract can be used for task orders as required to support engineering project design and construction requirements. We already have a contract with Cascade Project Management which was intended to initially help develop the CERB LIFT application package, as well as developing project financing alternatives and grant applications. However, the CERB LIFT application effort has been discontinued and the scope of work does not match the engineering service we need here. The contract term is for three years although this project will not take that much time, but the term will allow for future projects. A motion was made by **Councilors Bensen/Loving** to approve a Local Agency Standard Consultant Agreement with Cascade Project Management, PLLC. All agreed. Motion carried.

NEVITT ROAD RIGHT OF WAY AGREEMENT WASHINGTON STATE DEPARTMENT OF TRANSPORTATION/CITY OF BURLINGTON.

Public Works Director/City Engineer Martin stated that this agreement will be brought back to Council at a later date. The State of Washington has not completed their review of this agreement.

EXECUTIVE SESSION:

There was not an Executive Session.

ADJOURNMENT:

A motion was made by **Councilors Bensen/Doyle** to adjourn the meeting at 8:12 p.m. All were in favor. Motion carried.

Richard A. Patrick
Finance Director / City Clerk

Roger "Gus" Tjeerdsma
Mayor