

June 8, 2006

**CALL TO ORDER:** Mayor Tjeerdsma called the meeting to order at 7:01 p.m., with the Pledge of Allegiance. Council Members present: Doyle, Loving, Aslett, Valentine, and Montgomery. Staff present: Aarstad, Fleek, Perkins, Sheahan, and Thomas.

A motion was made by **Councilors Aslett/Doyle** to excuse **Councilor Benson** and **Councilor Straathof** from tonight's meeting. All agreed. Motion carried.

**APPROVAL OF MINUTES:**

A motion was made by **Councilors Valentine/Doyle** to approve the minutes of the May 25, 2006 Council meeting. All were in favor. Motion carried.

**AUDIT OF BILLS:**

**Councilor Aslett** presented the bills. He noted two large bills: Street Department in the amount of \$156,000 and Library Construction of \$108,000. A motion was made by **Councilors Aslett/Montgomery** to approve vouchers 46700 – 46841 in the amount of \$474,645.36. All were in favor. Motion carried.

Current Expense	\$ 28,087.02
Current Expense Cumulative Reserve	5,823.26
Fire Equipment Cumulative Reserve	6,634.96
City Street	166,681.28
Library	5,060.22
Parks & Recreation	7,519.46
Cemetery Fund	763.20
Stadium Fund	5,393.96
Local Capital Improvement Fund	185,727.42
Parks & Recreation Reserve	36,356.13
Sewer Fund	24,891.50
Sewer Cumulative Reserve	1,706.95
<b>Total</b>	<b>\$ 474,645.36</b>

**PUBLIC COMMENTS:**

Mr. Mark Kramer, 506 South Cherry, complimented the updated city website.

**OFFICER REPORTS:**

**Library Director Perkins** announced that the Burlington Library has been awarded a \$2,000 grant from the State to provide reading support to fourth graders at Westview School. The program will be based on a "Where's Waldo" theme and include costumes for staff. The library staff will visit the school and the children will visit the library and learn how to use the computer equipment and access library information as part of the program.

**Library Director Perkins** tabulated results of the community survey (1,000) sent to every other household in the sewer service area. Responses numbered nearly 500 (50%) and most were positive. Most interesting was the response to the question regarding library hours; customers like the hours as they are currently set up and don't want any change. Suggested additions to the library included a color copier, a public fax machine, wireless internet and additional DVD's. Another purpose of the survey was to determine what types of books the public would prefer in the library. There will be additional books purchased for the grand opening collection. These survey results will help staff in determining what titles or types of books to order. She's currently preparing an Request for Proposals (RFP) for the book vendor for the grand opening collection.

June 8, 2006

**Library Director Perkins** noted that the library is implementing a new phone system that will include voice mail. The library will continue to have phones answered by a person, but the voice mail will be used after hours to provide customers information about library services and an opportunity to leave messages for staff. During library open hours, the voice mail system will activate if the phone is not answered after eight rings. It's doubtful that this will happen very often.

**City Administrator Aarstad** distributed a letter of understanding between Skagit EMS and the City of Burlington to house two EMS transport vehicles in the City of Burlington Fire Station. Some Burlington Fire Department vehicles have been moved to the Bay Hill Station, thus there is room at the Burlington Station for these vehicles. The MOU outlines the cost to EMS for this space. The costs will change each year based on past year utility costs. A motion was made by **Councilors Aslett/Valentine** to approve. All agreed. Motion carried.

#### **PROCLAMATIONS:**

**City Administrator Aarstad** read the proclamation proclaiming June 2006 as "Hire a Vet" month in the City of Burlington.

Burlington Chamber of Commerce Executive Director Irwin read the proclamation proclaiming June 22 – 25, 2006 as "Berry Dairy Days" in the City of Burlington.

#### **UNFINISHED BUSINESS:**

##### **REQUEST FOR CITY COUNCIL ACTION TO ADOPT AN ORDINANCE APPROVING THE FINAL PLAT OF ASPEN LANE SUBDIVISION ADJACENT TO GILKEY ROAD.**

**Planning Director Fleek** stated that the City Council had authorized the preliminary plat on June 9, 2005. This final plat includes the lots fronting on the public street only. Final civil engineering work is completed on this portion of the site. The second phase is still in development and will come to the City Council for action at a future date. **Councilor Aslett** asked if the public access is acceptable to all affected residents. **Planning Director Fleek** indicated that access plans are acceptable to all parties. A motion was made by **Councilors Valentine/Loving** to approve the final Plat of Aspen Lane Subdivision. All approved. Motion carried.

**(Ordinance # 1606)**

##### **REQUEST A CITY COUNCIL WORKSHOP TO DISCUSS THE NORTH SKAGIT STREET PROPOSED ANNEXATION IN GREATER DETAIL.**

**Planning Director Fleek** stated that City Council authorized the initiation of the annexation process for this area on April 27, 2006. The Skagit County Board of Commissioners is asking cities and towns to consider working with them to invoke the Boundary Review Board that has the authority to expand residential annexations up to double the area that qualifies for annexation under state laws. To be annexed into a Code City, property owners of at least 60% of the assessed valuation of the area to be annexed need to be in favor. Currently the area that qualifies would create a pocket of County land and a County road (Hill Court) that could only be accessed via a City street. To reach the annexed area with sewer lines; the sewer would have to go outside city limits into the county via Peacock Lane to reach the annexed area. These are concerns that need to be discussed and addressed when considering annexation. Needless to say, this is a controversial issue for many property owners. She suggested that Council schedule an in-depth discussion of the options and approaches available for the North Skagit Street annexation in an informal workshop setting. Council set a City Council workshop to discuss the North Skagit Street Annexation for 6:00 p.m. June 22, 2006.

**Councilor Aslett** suggested mailing information to all the affected property owners letting them know how annexation into the City of Burlington would affect them. He noted that in the past there has been a lot of misinformation.

June 8, 2006

**City Administrator Aarstad** announced that Larry Towers, a long time city employee, will retire at the end of this month. A farewell reception is planned for 4:30 p.m. Thursday June 22, 2006 in City Council Chambers.

**REQUEST FOR CITY COUNCIL MOTION TO ANNEX THE KENNETH BROWN PROPERTY LOCATED AT 12753 MARKWOOD ROAD.**

**Planning Director Fleek** noted that the Boundary Review Board has completed their appeal period and notified the City that this annexation is ready for final action. This one lot annexation is being completed so that Mr. Brown can subdivide the site into one additional lot for his heirs. A motion was made by **Councilors Loving/Valentine** to adopt the ordinance annexing 12753 Markwood Road, Assessor's Parcel Number P23841. All approved. Motion carried. **City Attorney Thomas** asked for clarification of the effective date of this ordinance. He noted that it could take effect June 19, 2006 (five days after publication) or on a later date specified by Council. A later date would be to assure that city services are notified of the annexation in a timely manner. Council preferred an effective date of June 19, 2006.

**(Ordinance #1607)**

**REQUEST FOR CITY COUNCIL ACTION TO ESTABLISH R-1 SINGLE FAMILY ZONING FOR THE KENNETH BROWN PROPERTY FOLLOWING ANNEXATION, LOCATED AT 12753 MARKWOOD ROAD.**

**Planning Director Fleek** stated that following public notification the Planning Commission conducted a public hearing on January 18, 2006 on establishing zoning after annexation at R-1-8.4, single family with an 8,400 square foot minimum lot size. A motion was made by **Councilors Valentine/Loving** to adopt ordinance establishing zoning as single family following the annexation of 12753 Markwood Road, Assessor's Parcel Number P23841.

**(Ordinance # 1608)**

**NEW BUSINESS:**

**REQUEST FOR STREET CLOSURES FOR BERRY DAIRY DAYS FESTIVAL PARADES AND ACTIVITIES JUNE 22-25, 2006.**

**Mr. Dick Irwin, Burlington Chamber of Commerce** stated that the Chamber is requesting approval for street closures to accommodate the Berry Dairy Days parades Friday evening June 22 and Saturday mid-day for the Grand Parade. Both parades will be along Fairhaven Avenue. He distributed two maps showing the affected streets. He noted a change in starting route for the grand parade to ease the congestion. A motion was made by **Councilors Aslett/Loving** to approve the requested street closures for the Berry Dairy Days Festival. All approved. Motion carried. Councilor Loving asked if they had found a solution for crossing Burlington Boulevard to begin the Twilight Parade. Mr. Irwin stated that problem has been resolved; the parade participants will cross the boulevard at a signaled intersection (with the light). When all have crossed, the parade will begin.

**RESOLUTION DECLARING CERTAIN INVENTORY ITEMS AS SURPLUS AND AUTHORIZING SALE OF THOSE ITEMS.**

**City Administrator Aarstad** stated that a resolution declaring certain items as surplus had been approved by the City Council in December 2005. Since that time there are additional items that staff has determined are surplus that should be offered for sale. Those items are included with the resolution presented at tonight's meeting. He distributed a list of items declared surplus in December 2005 and a letter from the Skagit Gleaners requesting donated computers and equipment that can be used by their membership. Many members are low-income, elderly, disabled, single parent, or unemployed. A silent auction for the sale of all of these items has been scheduled for Saturday June 17, 2006 from 9:00 am to 11:00 am at the Chamber Office 600 Victoria Avenue (the old fire station). **City Attorney Thomas** clarified that under State law we can donate to the "Poor and infirmed" and that this group meets that standard. A motion was made by **Councilors Loving/Aslett** to approve the resolution declaring certain items as surplus. All approved. Motion carried.

**(Resolution # 11-2006)**

June 8, 2006

A motion was made by **Councilors Aslett/Montgomery** authorizing donation of surplus computer equipment to the Skagit Gleaners. All approved. Motion carried.

**EXECUTIVE SESSION:**

There was not an Executive Session.

**ADJOURNMENT:**

A motion was made by **Councilors Valentine/Loving** to adjourn the meeting at 7:40 p.m. All were in favor. Motion carried.

---

Richard A. Patrick  
Finance Director / City Clerk

---

Roger "Gus" Tjeerdsma  
Mayor