

**CITY COUNCIL AGENDA**  
**City Hall, 833 South Spruce Street**  
**7:00 p.m. June 28, 2018**

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**CALL TO ORDER:**

Mayor Sexton

Council Members: Aslett, J. DeGloria, R. DeGloria, Edmundson, Loving, Montgomery, and Stavig  
Staff: Berner, Blaine, Dempsey, Erickson, Hampton, Harrison, Hawes, Brad Johnson, Brittany Johnson, L. Johnson, Jongsma, Luvera, Morrison, Moser, Peterson, Pulst, Rabenstein, Schwetz, Sinclair, Toth, Ward, Yengoyan

**MINUTES:** [City Council Meeting June 14, 2018](#)

**AUDIT OF BILLS:**

**PUBLIC COMMENTS:**

**COUNCIL COMMENTS:**

**MAYOR'S UPDATE:**

**PROCLAMATION:**

**SPECIAL PRESENTATION:**

**COMMITTEE & BOARD REPORTS:**

**OFFICERS REPORTS:** TBD

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**UNFINISHED BUSINESS:**

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**CONSENT AGENDA:**

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**NEW BUSINESS:**

- 1) [Revised Public Participation Plan and Schedule for the update of the comprehensive plan](#)
- 2) [Adoption of 2018 annual review docket](#)
- 3) [Notice of Intent by Burlington-Edison School District to extend the lease of the Carnegie Library for an additional five year term](#)
- 4) [Extension of Interlocal Cooperative Agreement with Skagit County for Emergency Management Services](#)
- 5) Work plan to discuss options regarding Ordinance #1860

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**FUTURE WORKSHOP:**

**BUDGET AND FINANCE:**

Thursday **July 19, 2018** 6:00 p.m.  
City Hall, 833 S Spruce St

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**EXECUTIVE SESSION:**

- An Executive Session may be held to discuss Personnel, Litigation, and/or Land Acquisition.

**ADJOURNMENT:**

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**MEETINGS:**

- 1) **DOWNTOWN BURLINGTON ASSOCIATION:** Wednesday **June 27, 2018** 9:00 a.m.  
Chamber of Commerce, 520 E Fairhaven Ave
- 2) **AUDIT & FINANCE COMMITTEE:** Thursday **June 28, 2018** 4:00 p.m.  
City Hall, 833 S Spruce St
- 3) **PARKS ADVISORY BOARD:** Monday **July 2, 2018** 5:30 p.m.  
Parks & Recreation, 900 E Fairhaven Ave
- 4) **LIBRARY BOARD:** Monday **July 2, 2018** 6:00 p.m.  
Burlington Public Library, 820 E Washington Ave
- 5) **PUBLIC SAFETY COMMITTEE:** Tuesday **July 10, 2018** 4:00 p.m.  
Public Safety Building, 311 Cedar Street
- 2) **HISTORICAL PRESERVATION BOARD:** Tuesday **July 10, 2018** 5:00 p.m.  
Parks & Recreation, 900 E Fairhaven Ave

# June 2018

June 2018							July 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	8	9	1	2	3	4	5	6	7
10	11	12	13	14	15	16	8	9	10	11	12	13	14
17	18	19	20	21	22	23	15	16	17	18	19	20	21
24	25	26	27	28	29	30	22	23	24	25	26	27	28
							29	30	31				

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>May 27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>	<b>Jun 1</b>	<b>2</b>
May 27 - Jun 2							
	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>
Jun 3 - 9		5:30pm Parks Board (Parks & Rec Dept) - Judy Sheahan	6:00pm Library Board (Library)	5:30pm 7:00pm Planning Commission (Council Chambers)			
	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>
Jun 10 - 16			4:00pm Public Safety Committee (Public Safety Building)		4:00pm Audit & Finance Committee (City Hall) 7:00pm Council Meeting		
	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>
Jun 17 - 23		2:00pm 4:00pm Historical Preservation Board - Special Meeting (Parks & Recreation)	4:00pm Public Works Committee (Engineering Conf Room)	1:00pm SKAT Board (Burlington City Hall) 5:30pm 7:00pm Planning Commission (Council Chambers)	6:00pm 8:00pm Budget & Finance Council Workshop (Council Chambers)		
	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>
Jun 24 - 30				9:00am 10:00am Downtown Burlington Association (Visitor Information Center/Chamber of	4:00pm Audit & Finance (City Hall) 7:00pm Council Meeting		

# July 2018

July 2018							August 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7	5	6	7	1	2	3	4
8	9	10	11	12	13	14	12	13	14	15	16	17	18
15	16	17	18	19	20	21	19	20	21	22	23	24	25
22	23	24	25	26	27	28	26	27	28	29	30	31	
29	30	31											

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Jul 1 - 7	<b>Jul 1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
		5:30pm Parks Board (Parks & Rec Dept) - Judy Sheahan	6:00pm Library Board (Library)	5:30pm 7:00pm Planning Commission (Council Chambers)			
Jul 8 - 14	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>
			4:00pm Public Safety Committee (Public Safety Building) 5:00pm 6:00pm Historical Preservation Board (		4:00pm Audit & Finance Committee (City Hall) 7:00pm Council Meeting		
Jul 15 - 21	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>
			4:00pm Public Works Committee (Engineering Conf Room)	1:00pm SKAT Board (Burlington City Hall) 5:30pm 7:00pm Planning Commissio 7:00pm 9:00pm Planning Commissio	6:00pm 8:00pm Budget & Finance Council Workshop (Council Chambers)		
Jul 22 - 28	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>
				9:00am 10:00am Downtown Burlington Association (Visitor Information Center/Chamber of	4:00pm Audit & Finance (City Hall) 7:00pm Council Meeting		
Jul 29 - Aug 4	<b>29</b>	<b>30</b>	<b>31</b>	<b>Aug 1</b>	<b>2</b>	<b>3</b>	<b>4</b>



ITEM #: 1

CHECK ONE:

NEW BUS. X

OLD BUS. \_\_\_\_\_

## AGENDA ITEM

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Council Date: June 28, 2018 Subject: [Revised Public Participation Plan and Schedule for the update of the comprehensive plan.](#)  
Brad Johnson, Senior Planner

Attachments: Resolution with attached exhibits Public Hearing Required: YES ( ) NO ( X )  
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\_\_\_\_\_

### SUMMARY

The Planning Commission and City Council previously approved a public participation plan and schedule for the comprehensive plan update project; however, the project has been delayed to accommodate other priorities. In order to reflect the current timeline the Planning Commission has adopted a revised public participation plan and schedule.

### RECOMMENDATION

The Planning Department recommends the City Council approve the attached resolution and adopt the revised public participation plan and schedule.



ITEM #: 2

CHECK ONE:

NEW BUS. X

OLD BUS. \_\_\_\_\_

## AGENDA ITEM

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Council Date: June 28, 2018 Subject: [Adoption of 2018 annual review docket](#)

Brad Johnson, Senior Planner

Attachments:

- Resolution with attached exhibit
- Background material including staff report and application

Public Hearing Required: YES ( ) NO ( **X** )

### SUMMARY

Washington State law prohibits the City from amending the comprehensive plan more than once per year and requires that all proposed amendments be considered together and adopted at the same time. The City is also required to provide an opportunity for interested parties to propose amendments to the comprehensive plan. Upon receiving such a proposal the City must decide whether or not the proposal warrants further consideration. If the City decides the proposal warrants further consideration it is added to a list of proposed amendments. This list is known as the annual review docket. Items on the annual review docket are reviewed by staff and the planning commission and presented to the City Council for final action at the end of the year.

Adding a proposed amendment to the annual review docket is not a decision on the merits of the proposal and does not mean it will be approved or rejected. By adding an item to the annual review docket the City Council authorizes the Planning Commission and Planning Department to perform further analysis and present a recommendation for approval or rejection at the end of the year.

### RECOMMENDATION

The Planning Commission has recommended the City Council adopt the annual review docket and authorize the Planning Department and Planning Commission to further evaluate the comprehensive plan amendment proposed by I-5 Burlington LLC.



ITEM #: 3

CHECK ONE:

NEW BUS. X

OLD BUS. \_\_\_\_\_

## AGENDA ITEM

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Council Date: June 28, 2018 Subject: [Notice of Intent by Burlington-Edison School District to extend the lease of the Carnegie Library for an additional five year term](#)

Attachments: Original Lease Public Hearing Required: YES ( ) NO ( **X** )  
Notice of Intent to Extend  
\_\_\_\_\_

### SUMMARY

The City has received notice of intent by the Burlington-Edison School District to exercise its option to extend the district's lease of the Carnegie Library from the city for an additional five years. The original lease as for a period of ten years beginning in June of 2008, with three additional five year terms that may be extended at the option of the district.

### RECOMMENDATION

Move to acknowledge receipt of the intent by the Burlington- Edison School District to exercise a five year lease extension option for use of the Carnegie Library through June of 2023.



ITEM #: 4

CHECK ONE:

NEW BUS. X

OLD BUS. \_\_\_\_\_

## AGENDA ITEM

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Council Date: June 28, 2018 Subject: [Extension of Interlocal Cooperative Agreement with Skagit County for Emergency Management services](#)

Attachments: Interlocal Agreement Public Hearing Required: YES ( ) NO ( **X** )

### SUMMARY

The City of Burlington entered into an Interlocal Agreement earlier this year with Skagit County to fund the Skagit County Department of Emergency Management's provision of certain emergency management services. **Section 3. Term of Agreement** specifies that, with the consent of the County, the Agreement may be extended for two years (2019 and 2020) upon written request of the city. This notice was due June 15, 2018.

### RECOMMENDATION

Move to authorize the Mayor, or his designee, to notify the County of the City's desire to extend the existing Interlocal Agreement for a period not to exceed two years, or if the County does not agree to extend the existing Interlocal Agreement, to enter into negotiations for a replacement Interlocal Agreement, the terms of which would be reviewed and authorized by Council at a later date.



ITEM #: 5

CHECK ONE:

NEW BUS. X

OLD BUS. \_\_\_\_\_

## AGENDA ITEM

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Council Date: June 28, 2018 Subject: Work plan to discuss options regarding  
Leif Johnson, City Attorney Ordinance #1860  
Brad Johnson, Senior Planner

Attachments: \_\_\_\_\_ Public Hearing Required: YES ( ) NO (X)  
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### SUMMARY

The City recently passed a moratorium that restricts days center human service facilities in the City of Burlington pending further Council action. This is a discussion item only to determine meetings and an agenda for a work plan regarding this issue. City staff will discuss options with Council during the Council meeting.

### RECOMMENDATION

No action is required however Council's input regarding proposed work plan at the end of the discussion is appreciated.