

CITY COUNCIL AGENDA
City Hall, 833 South Spruce Street
7:00 p.m. October 25, 2018

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 October 11, 2018](#)

AUDIT OF BILLS:

PUBLIC COMMENTS:

COUNCIL COMMENTS:

MAYOR'S UPDATE:

PROCLAMATION:

SPECIAL PRESENTATION:

COMMITTEE & BOARD REPORTS:

OFFICERS REPORTS:

UNFINISHED BUSINESS:

CONSENT AGENDA:

- 1) [Veteran's Day Street Closure Request](#)

NEW BUSINESS:

- 1) [Emergency Medical Services Fee Resolution](#)
- 2) [Interlocal Agreement for Billing Preparation Services](#)
- 3) [Professional Services and Business Associates Agreement with Systems Design](#)
- 4) [Contract between the City of Burlington and McGrath Human Resources Group for a Total Compensation Study—Non-represented Employees](#)

FUTURE WORKSHOP:

EXECUTIVE SESSION:

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

ADJOURNMENT:

MEETINGS:

- 1) DOWNTOWN BURLINGTON ASSOCIATION: Wednesday **October 24, 2018** 9:00 a.m.
Chamber of Commerce, 520 E Fairhaven Ave
- 2) AUDIT & FINANCE COMMITTEE: Thursday **September 27, 2018** 4:00 p.m.
City Hall, 833 S Spruce St
- 3) PARKS ADVISORY BOARD: Monday **November 5, 2018** 5:30 p.m.
Parks & Recreation, 900 E Fairhaven Ave
- 4) LIBRARY BOARD: Tuesday **November 6, 2018** 6:00 p.m.
Burlington Public Library, 820 E Washington Ave
- 5) AUDIT & FINANCE COMMITTEE: Thursday **November 8, 2018** 4:00 p.m.
City Hall, 833 S Spruce St

October 2018

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

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

November 2018

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

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



CONSENT AGENDA – October 25, 2018

1. [Veterans Day Street Closure Request](#)

RECOMMENDATION

Motion to approve Consent Agenda items #1 and authorize the Mayor's signature on appropriate documents.



ITEM #: 1

CHECK ONE:

NEW BUS. X

OLD BUS. _____

AGENDA ITEM

Council Date: October 25, 2018 Subject: [Emergency Medical Services Fee Resolution](#)
Levon Yengoyan, Fire Chief

Attachments: Proposed EMS Services Fee Resolution Public Hearing Required: YES () NO (X)
Current Skagit County EMS Fee Resolution

SUMMARY

The City of Burlington has entered into an inter-local agreement with Skagit County to provide Advanced Life Support (ALS) and Basic Life Support (BLS) services in the City of Burlington and in portions of Skagit County effective January 1, 2019. Attached is a proposed fee resolution that would establish Emergency Medical Services (EMS) ambulance transport fees for the City of Burlington in accordance with Chapter 8.24.130 of the Burlington Municipal Code. This resolution, if adopted, would establish fees for EMS ambulance transport services. Attached is the current Skagit County Ambulance Fee Schedule, Resolution # 20170145, for your review.

RECOMMENDATION

Move to adopt the attached resolution adopting EMS ambulance transport service fees and authorize the Mayor to sign.



ITEM #: 2

CHECK ONE:

NEW BUS.

OLD BUS.

AGENDA ITEM

Council Date: October 25, 2018
Levon Yengoyan, Fire Chief

Subject: [Interlocal Agreement for Billing Preparation Services](#)

Attachments Interlocal Agreement for Billing Preparation Services

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

SUMMARY

The City has entered into an Interlocal Agreement with Skagit County to provide Emergency Medical Services (EMS) to City and County residents. Both Advanced Life Support (ALS) and Basic Life Support (BLS) services will be provided, including transportation to local hospitals as needed. Funding for this service will come from the Countywide EMS Levy (via the ILA), the City's General Fund, and Ambulance Service Fees. Billing and collection services ambulance service fees are submitted to Medicare, private insurance, or other applicable providers by a private billing agency. Prehospital data must be processed prior to submitting billing information to the billing agency. The City is looking to contract with the City of Sedro Woolley for these billing preparation services.

RECOMMENDATION

I motion to approve the Interlocal Agreement for Billing Preparation Services with the City of Sedro Woolley and authorize the Mayor to sign.



ITEM #: 3

CHECK ONE:

NEW BUS.

OLD BUS.

AGENDA ITEM

Council Date: October 25, 2018
Levon Yengoyan, Fire Chief

Subject: [Professional Services and Business Associates Agreement with Systems Design](#)

Attachments Professional Services Agreement
Business Associates Agreement

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

SUMMARY

The City has entered into an Interlocal Agreement with Skagit County to provide Emergency Medical Services (EMS) to City and County residents. Both Advanced Life Support (ALS) and Basic Life Support (BLS) services will be provided, including transportation to local hospitals as needed. Funding for this service will come from the Countywide EMS Levy (via the ILA), the City's General Fund, and Ambulance Service Fees. The City is looking to enter into a contract with Systems Design to provide EMS billing and collection services in compliance with Chapter 8.24.150 of the Burlington Municipal Code.

RECOMMENDATION

I motion to approve the Professional Services Agreement and Business Associates Agreement with Systems Design and authorize the Mayor to sign.



ITEM #: 4

CHECK ONE:

NEW BUS. X

OLD BUS. _____

AGENDA ITEM

Council Date: October 25, 2018 Subject: [Contract between the City of Burlington and McGrath Human Resources Group for a Total Compensation Study – Non Represented Employees](#)
Bryan Harrison, City Administrator
Brittany Johnson, HR Manager

Attachments: Contract for Services – McGrath Human Resources Group Public Hearing Required: YES () NO (**X**)

SUMMARY

Council approved City staff to move forward with McGrath Human Resources Group for providing the service of a Total Cost of Compensation Study for Non-Represented employees on September 13, 2018. Attached is the contract for services to perform the study.

RECOMMENDATION

Move to approve the proposed contract for the performance of a Total Cost of Compensation Study for Non-Represented employees with McGrath Human Resources Group in the amount of \$23,746 and authorize the Mayor's signature.