

CITY COUNCIL AGENDA
City Hall, 833 South Spruce Street
7:00 p.m. November 8, 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 25, 2018](#)

AUDIT OF BILLS:

PUBLIC COMMENTS:

COUNCIL COMMENTS:

MAYOR'S UPDATE:

PROCLAMATION:

SPECIAL PRESENTATION:

COMMITTEE & BOARD REPORTS:

OFFICERS REPORTS: TBD

UNFINISHED BUSINESS:

- 1) [Revised Letter of Understanding with IAFF 4111: Clarification of the definition of years of service and seniority dates for the Paramedic-Firefighters](#)

CONSENT AGENDA:

NEW BUSINESS:

- 1) **Public Hearing:** 6 Month Extension to Moratorium for Day Center Human Services Facility
- 2) **Public Hearing:** Revenue Sources—Property Tax
- 3) [Amend Fee Resolution](#)
- 4) [Interlocal Agreement with Skagit County—Property Transfers](#)

FUTURE WORKSHOP:

BUDGET & FINANCE

Thursday **November 8, 2018** 6:00 p.m.
Council Chambers, 833 S Spruce St
BUDGET & FINANCE
Thursday **November 15, 2018** 6:00 p.m.
Council Chambers, 833 S Spruce St

EXECUTIVE SESSION:

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

ADJOURNMENT:

MEETINGS:

- 1) **AUDIT & FINANCE COMMITTEE:** Thursday **November 8, 2018** 4:00 p.m.
City Hall, 833 S Spruce Street
- 2) **PUBLIC SAFETY COMMITTEE:** Tuesday **November, 13 2018** 4:00 p.m.
Public Safety Building, 311 Cedar Street
- 3) **PUBLIC WORKS COMMITTEE:** Tuesday **November 20, 2018** 4:00 p.m.
City Hall, 833 S Spruce Street
- 4) **SKAT BOARD:** Wednesday **November 20, 2018** 1:00 p.m.
Council Chambers, 833 S Spruce Street

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 (6:00pm 7:00pm Council Budget Workshop (C 7:00pm Council Meeting		
	11	12	13	14	15	16	17
Nov 11 - 17			4:00pm Public Safety Committee (Public Safety Building)		6:00pm 9:00pm Budget & Finance Council Workshop (Council Chambers)		
	18	19	20	21	22	23	24
Nov 18 - 24			4:00pm Public Works Committee (Engineering Conf Room) 7:00pm Council Meeting	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)		
	25	26	27	28	29	30	Dec 1
Nov 25 - Dec 1				9:00am 10:00am Downtown Burlington Association (Visitor Information Center/Chamber of			

December 2018

December 2018							January 2019						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	1	6	7	8	2	3	4	5
9	10	11	12	13	14	8	13	14	15	9	10	11	12
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30	31		
30	31												

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



ITEM #: 1

CHECK ONE:

NEW BUS. _____

OLD BUS. X

AGENDA ITEM

Council Date: November 8, 2018 Subject: [Revised Letter of Understanding with IAFF 4111: Clarification of the definition of years of service and seniority dates for the Paramedic - Firefighters](#)
Bryan Harrison, City Administrator
Brittany Johnson, HR Manager

Attachments: Revised Letter of Understanding with Attachment A Public Hearing Required: YES () NO (**X**)

SUMMARY

Staff presented Council with Letter of Understanding (LOU) between the City of Burlington and IAFF Local 4111 pertaining to the employment of Firefighter/Paramedics by the City of Burlington effective January 1, 2019. Attached is a revised LOU clarifying the definition of length of service to include Skagit County EMS Commission and recognizing the years of service with the Skagit County EMS Commission as well as CVAA.

Section two places Firefighter/Paramedics employed from the pool of existing Central Valley Ambulance Authority (CVAA) and/or Skagit County EMS Commission Paramedics (in recognition of their experience with CVAA and/or Skagit County EMS Commission) at a representative step in the pay scale ranging from step one through five.

RECOMMENDATION

Move to approve the revised Letter of Understanding with IAFF 4111 clarifying the years of service and authorize the Mayor to sign.



ITEM #: 1

CHECK ONE:

NEW BUS. X

OLD BUS. _____

AGENDA ITEM

Council Date: November 8, 2018 Subject: [Six Month Extension to Moratorium For Day Center Human Services Facilities](#)
Bryan Harrison, City Administrator

Attachments: Proposed Ordinance Public Hearing Required: YES (X) NO ()

SUMMARY

Council passed an initial six month moratorium on this matter, which will expire after November 20. This six month extension of the moratorium ordinance is necessary to complete a work plan for related studies that may be needed to set permanent regulations in place, protect property rights and ensure that the public interest is protected. The City of Burlington is currently developing regulations to address Day Center Human Services Facilities as part of the City's comprehensive plan update, currently expected to be complete on or around the end of 2018. Once those items are complete, it should be possible to rescind this moratorium, likely before the entire six month extension period is complete.

City staff has been in contact with Community Action of Skagit County regarding this potential extension, based on their concerns during the initial public hearing for this matter. This extension will not impact or change the prior code interpretation received by Community Action or their ability to locate within the City of Burlington under the terms of that code interpretation. In other words, should Council approve this extension, the status quo will be maintained with respect to Community Action's proposed move to Burlington.

RECOMMENDATION

Move to approve the proposed ordinance approving the six month extension of the Day Center Human Services Facilities Moratorium, and authorize the Mayor to sign.



ITEM #: 2

CHECK ONE:

NEW BUS. X

OLD BUS. _____

AGENDA ITEM

Council Date: November 8, 2018 Subject: Revenue Sources Consideration—Property Tax

Attachments: _____ Public Hearing Required: YES (X) NO ()

SUMMARY

It is requested that this item be continued to the next regularly scheduled Council meeting.

RECOMMENDATION



ITEM #: 3

CHECK ONE:

NEW BUS. X

OLD BUS. _____

AGENDA ITEM

Council Date: November 8, 2018 Subject: [Amended Fee Resolution](#)

Attachments: Proposed Fee Resolution Public Hearing Required: YES () NO (X)

SUMMARY

Attached is a proposed updated fee resolution for various City services. Proposed changes fall into the following categories:

- Finance – Business license fees to transition to the new state licensing system
- Library – Copy charges
- Parks and Recreation – Facility and field use, and vendor fees
- Information Technology – Fiber Licensee fees

RECOMMENDATION

Move to approve the attached amended fee resolution and authorize the Mayor to sign.



ITEM #: 4

CHECK ONE:

NEW BUS. X

OLD BUS. _____

AGENDA ITEM

Council Date: November 8, 2018 Subject: [Interlocal Agreement with Skagit County – Property Transfers](#)

Attachments: Deed Public Hearing Required: YES () NO (X)
Agreement
Exhibits

SUMMARY

Skagit County currently owns three parcels within or adjacent to existing road “right of ways” in the City of Burlington. Engineering staff recommends all three parcels be transferred to the City for roadway and drainage purposes.

One of the three parcels proposed for transfer is located within our project limits for the federally funded George Hopper Safety Project. We plan to construct this project next year, but the approval is contingent upon certification of road “right of way”. Transferring this parcel will help with certification of road right of way.

In addition, Skagit County owns two parcels running parallel to Burlington Boulevard between Pease Rd and Cascade Mall Place. Eventually, sidewalks and drainage infrastructure located within these 2 parcels will need upgraded. Transferring these parcels will allow the City to upgrade infrastructure without permission from Skagit County.

RECOMMENDATION

Motion to authorize Mayor to sign agreement and deed with Skagit County for property transfers