

February 27, 2020

**CALL TO ORDER:**

**Mayor Steve Sexton** called the meeting to order at 7:12 p.m. with the Pledge of Allegiance. Council members present: Bill Aslett, Keith Chaplin, Rick DeGloria, Scott Green, and James Stavig. Staff present: Jennifer Berner, Janice Burwash, Don Erickson, Leif Johnson, Michael Luvera, Kristen Morrison, Marv Pulst, Jim Rabenstein, Joe Stewart, and Greg Young.

A motion was made to excuse **Councilor Loving** by **Councilors Aslett/R. DeGloria**. All in favor; motion carried.

**Mayor Sexton** requested the addition of an agenda item: Confirmation of Appointment to Parks & Recreation Advisory Board, as agenda item number four (4).

A motion was made by **Councilors Chaplin/R. DeGloria** to add the additional item: Confirmation of Appointment to Parks & Recreation Advisory Board. All in favor; motion carried.

**MINUTES:**

A motion was made to approve the minutes of the February 13, 2020 Council meeting by **Councilors R. DeGloria/Aslett**. All in favor; motion carried.

**AUDIT OF BILLS:**

A motion was made by **Councilors Aslett/Green** to approve Accounts Payable invoices to be paid as of February 27, 2020 in the amount of \$317,658.75, and Payroll Expenses for Pay Periods Ending February 25, 2020 in the amount of \$682,586.39. All in favor; motion carried.

**PUBLIC COMMENTS:**

No Public Comments.

**COUNCIL COMMENTS:**

No Council Comments.

**MAYOR'S UPDATE:**

**Mayor Sexton** discussed the tone and tenor of public meetings, and stated that he and Council need to hold one another accountable for the appropriate and respectful tone of their conversations during Council meeting.

**Mayor Sexton** discussed his and Police Chief Mike Luvera's attendance of a recent meeting with Skagit County regarding a 24/7 homeless shelter. **Mayor Sexton** stated

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that the meeting discussions are very preliminary. **Councilor Aslett** requested minutes or information from future related meetings be shared with Council when available.

**SPECIAL PRESENTATION:**

No Special Presentation.

**PROCLAMATION:**

**Mayor Sexton** read a proclamation designating March 8<sup>th</sup> – 14<sup>th</sup>, 2020 as Skagit Kids Read Week.

**COMMITTEE & BOARD REPORTS:**

**Councilor Aslett** discussed the Audit and Finance Committee meeting wherein the City's phone bill and power bill were discussed, as both are large amounts. **Aslett** asked that the phone contracts be reviewed to ensure the City is getting the best possible deal.

**OFFICER REPORTS:**

**Public Works Director Marv Pulst** discussed the sink hole that occurred near the City Sewer plant, and the subsequent repair. Pulst discussed the forward progress of the George Hopper intersection project, and the possibility of obtaining grant funding for a railroad overpass bridge. **Councilor Chaplin** discussed the need for traffic calming measures as improvements in traffic safety are being made. Councilor Stavig inquired about a stop light at the intersection of Highway 20 and Skagit street; **Pulst** stated that that project is expected to be completed in the year 2022.

**Police Chief Mike Luvera** discussed the City applying for a grant for hiring a police officer to be present at Burlington schools. Luvera stated the grant would allow for an officer to be present to address school violence, at school events, and to add to the general safety of the schools. Luvera discussed the grant, wherein, if awarded, would require the City to pay one year of the wages, after the grant pays the first years.

**Interim City Administrator Greg Young** discussed the City Wellness Committee earning the 2020 WellCity award, which earns the City a two percent discount on Health Insurance premiums. **Mayor Sexton** thanked the Wellness Committee for their efforts in earning the award.

**Interim City Administrator Young** discussed the City's monthly sales tax revenue in 2020 thus far. Young also discussed the Council workshop, which will take place next Thursday, March 5<sup>th</sup> and will address the topic of the Human Resources budget "placeholder", the CIP, the ER&R Fund, and the CR&R Fund, as well as bring the 2020 budget full circle. Councilor Aslett stated that there needs to be a discussion regarding

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staff and Council communication, a work plan, and the additional Council workshops and meetings.

**UNFINISHED BUSINESS:**

**Parks, Recreation, and Open Space Plan**

**Parks & Recreation Director Jennifer Berner** reviewed the PROS Plan, which will support the comprehensive plan, provide vision for the Parks and Recreation Department, and allow the City to become eligible for many grant funding opportunities.

A motion was made by **Councilors Chaplin/Stavig** to adopt the City of Burlington's Parks, Recreation, and Open Space Plan Resolution and authorize the Mayor to sign the resolution. All in favor; motion carried.

**NEW BUSINESS:**

**Procurement of Pickup Truck for Parks Department:**

**Parks Supervisor Jim Rabenstein** discussed the bid process and attempts to purchase a used pickup truck for the Parks Department. **Rabenstein** described those attempts as unsuccessful, as a new truck through the State bid was available at a lower price. Discussion was held on the condition of the current Parks truck, and whether it might be feasible to wait to purchase a new one.

A motion was made by **Councilors Chaplin/Green** to authorize the Mayor to approve the purchase of a 2020 Chevrolet Silverado pickup truck for the Parks and Recreation Department. **Councilors Aslett/Chaplin/R. DeGloria/Green/Stavig** in favor, **Councilor J. DeGloria** opposed; motion carried.

**Letter of Understanding (LOU) with International Association of Firefighters (IAFF) Union—Firefighter I Certification**

**Interim City Administrator Greg Young** discussed the requirement for the Paramedics who were hired from the City's takeover of the EMS service from the County, to obtain their Firefighter I Certifications within one year of hire. Young stated that there are two individuals, who due to time constraints for training, have been unable to obtain the certification; this LOU would allow for an extension of the deadline.

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A motion was made by **Aslett/Stavig** to approve the LOU with the IAFF and authorize the Mayor to sign it. All in favor; motion carried.

**TPA Interlocal Agreement**

**City Attorney Leif Johnson** discussed the inter-local agreement to form a Tourism Promotion Area, wherein local jurisdictions have indicated their desire to promote tourism. Discussion was held on the representatives, whom the advisory board will be comprised of, and ensuring the “weight” of Burlington’s representation, given that within Burlington lies the majority of Skagit County’s hotels. The severability of the agreement was discussed, as well as what the promotion funding would be used for. Discussion was held on the differences between this type of funding and the existing Lodging Tax Funding. **Mayor Sexton** stated that many County hoteliers have indicated their support for the TPA.

**Confirmation of Appointment to Parks & Recreation Advisory Board**

**Parks & Recreation Director Jennifer Berner** discussed the need for additional Board members, as a number of members have recently resigned or become ineligible to serve, after having served too many consecutive terms. **Berner** discussed the interest of Darla Chafe in becoming a member of the Board. **Councilor Stavig** recused himself from the discussion and consideration, as he personally knows the applicant.

A motion was made by **Councilors Chaplin/R. DeGloria** to confirm the Mayor’s appointment of Darla Chafe to the Burlington Parks and Recreation Advisory Board. **Councilors Aslett/Chaplin/J. DeGloria/R. DeGloria/Green** in favor; motion carried.

**EXECUTIVE SESSION:**

No Executive Session.

**ADJOURNMENT:**

**Mayor Sexton** adjourned the meeting at 9:25 p.m.

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Joe Stewart  
Finance Director

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Steve Sexton  
Mayor