

May 10, 2018

**CALL TO ORDER:**

**Mayor Steve Sexton** called the meeting to order at 7:01 p.m. with the Pledge of Allegiance. Council members present: Bill Aslett, Joe DeGloria, Edie Edmundson, Chris Loving, Ted Montgomery, and James Stavig. Staff present: Jennifer Berner, Kelly Blaine, Brian Dempsey, Lawanda Hampton, Bryan Harrison, Leif Johnson, Kristi Kinney, Kristen Morrison, and Marv Pulst.

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

**MINUTES:**

A motion was made to approve the minutes of the April 26, 2018 council meeting by **Councilors R. DeGloria/Aslett**. All in favor; motion carried.

**AUDIT OF BILLS:**

A motion was made by **Councilors R. DeGloria/J. DeGloria** to approve Accounts Payable invoices to be paid as reviewed on May 10, 2018 in the amount of \$300,821.94, and Payroll expenses for pay period ending April 30, 2018 in the amount of \$569,453.43. All in favor; motion carried.

**PUBLIC COMMENTS:**

No public comments.

**COUNCIL COMMENTS:**

**Councilor Stavig** referred to the City's agreement with landlord Mei Chinn Fong for parking lot use, wherein the last Council meeting a month-to-month rental was approved. **Councilor Stavig** asked whether the agreement could be a more permanent lease, vs. month-to-month, and whether a lease agreement might be more beneficial to the City; **City Administrator Bryan Harrison** stated that he would discuss this possibility with the landlord.

**Councilor Aslett** commented on the Ultimate Frisbee tournament, which was held at Skagit River Park two weeks ago; he praised staff for the success of the event, discussed the positive aspects of and the positive public comments regarding the publically accessible WiFi.

**MAYOR'S UPDATE:**

**Mayor Sexton** discussed a letter he received from the AARP Foundation which praised the City's **Parks & Recreation Director Jennifer Berner** and **Senior Center Coordinator Jackie Cress**.

**Mayor Sexton** praised staff for their efforts in supporting a program which helps low-income senior citizens file their taxes. **Councilor Aslett** suggested that the City reach out to other groups that offer similar services as the AARP Foundation, stating that United Way works with a group of banks to coordinate this type of service, and that this service has the potential for a positive local economic impact.

**PROCLAMATION:**

No proclamation.

**SPECIAL PRESENTATION:**

A special presentation was given by **Carol Sullivan** of the Skagit Bag BANd Wagon, other Skagit Bag BANd Wagon members, Burlington and Edison community members, teachers, and elementary school students regarding impact of plastic on the environment. Council was asked by the presenting group to consider creating a ban in the form of an ordinance, which would prohibit single-use plastic bags in the City of Burlington. **Mayor Sexton** and **Bill Aslett** praised the elementary school students for their efforts in presenting their cause to Council.

**COMMITTEE & BOARD REPORTS:**

No Committee or Board Reports

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**OFFICER REPORTS:**

**Public Works Director Marv Pulst** discussed the grant applications that are being prepared for submittal through Skagit County Economic Development grants, which would supplement the Transportation Improvement Board grants for the East-West connector Road near Costco, and potentially provide an additional grant for Fiber Optics; both of the requested grants require no funds to be matched by the City. **Pulst** discussed the bids for the summer's paving programs.

**Pulst** acknowledged the Sewer Department's outstanding performance and compliance during a Department of Ecology random inspection, and discussed their positive reviews.

**Pulst** discussed the Streets department's recent project of adding stamped concrete to the sidewalk area at the intersection of Burlington Blvd. and Fairhaven Ave. **Pulst** discussed the start date of the 5-Way intersection project, which is scheduled to begin next Monday, with an estimated completion timeframe of 40 working days.

**City Administrator Bryan Harrison** discussed the status of the Sterling Inn, which has been properly decontaminated, and new ownership is moving forward with the redevelopment plans which have been approved by the City. **Harrison** also discussed that the information contained in the ordinance requiring standards of operation for Hotels and Motels has been shared with the new owners. **Mayor Sexton** praised City staff's efforts in providing excellent service to the parties involved with the new ownership of the Sterling Inn.

**PUBLIC COMMENT:**

**Mayor Sexton** asked that Council allow for a public comment from an individual who was not present during the Public Comments portion of the agenda. **Joan Penney**, Development Consultant for Community Action extended an invitation to Council to contact her for further information regarding the proposed relocation of Community Action to the Cascade Professional Center in Burlington.

**UNFINISHED BUSINESS:**

No Unfinished Business.

**CONSENT AGENDA:**

No Consent Agenda.

**NEW BUSINESS:**

**SKAGIT COUNTY SOLID WASTE MANAGEMENT PLAN**

**Assistant Public Works Director Brian Dempsey** discussed the Skagit County Solid Waste Management Plan which sets solid waste priorities for Skagit County for 2018-2023, and must be approved by all local municipalities. Discussion was held on the effects, implementation, and potential for outreach with this plan, including the possibility of adding a waste management educational component to the City's Parks and Recreation's summer Pop-Up Program.

A motion was made by **Councilors Aslett/Stavig** to authorize the Mayor to sign resolution approving the Skagit County Solid Waste Management Plan. All in favor; motion carried.

**BUDGET TRUCK: SEWER DEPARTMENT**

**Public Works Director Marv Pulst** discussed the proposed procurement and bid of a telescopic/articulating aerial device (bucket truck) through the State Contract through Altec, Inc. which is to be used by multiple departments including Sewer, Streets, Buildings & Grounds, and Parks. **Councilor Aslett** discussed whether there would be appropriate safety training for the bucket truck: **Pulst** confirmed that staff would be properly trained.

A motion was made by **Councilors Stavig/Montgomery** to authorize procurement of a bucket truck from the State Contract. All in favor; motion carried.

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**FIREWORKS CONTRACT FOR BERRY DAIRY DAYS**

**Recreation Coordinator Christi Kinney** discussed the proposed bid from Western Display for the June 15, 2018 Berry Dairy Days event fireworks show, which has been reviewed and selected by the Fire Marshall and Recreation Coordinator. Discussion was held on the positive reviews of

A motion was made by **Councilors Aslett/J. DeGloria** to award the fireworks agreement to Western Display Fireworks for the 2018 Berry Dairy Days event and approve the agreement and authorize the Mayor to sign. All in favor; motion carried.

**CO-SPONSORSHIP POLICY**

**Parks & Recreation Director Jennifer Berner** discussed and presented the purpose of creating a co-sponsorship policy, which is to provide an avenue for the City to support groups that promote new or existing activities that enhance the general well-being of the community and are free of charge and open to the public. Discussion was held on the specifics of the parameters for applicants eligible for co-sponsorship.

A motion was made by **Councilors Aslett/Montgomery** to approve new Co-sponsorship Guidelines and Application with implementation beginning with the 2019 granting cycle. All in favor; motion carried.

**INTERLOCAL COOPERATIVE AGREEMENT FOR CONSTRUCTION OF FIBER OPTIC INFRASTRUCTURE**

**Mayor Sexton** discussed the agreement for construction of fiber optic infrastructure, and the grant which Skagit County awarded the City in the amount of \$295,833.00, and would allow for the expanding of fiber infrastructure within Burlington City limits. Discussion was held on the future of and plans for fiber infrastructure and in the City of Burlington.

A motion was made by Councilors **Stavig/Aslett** to approve the Mayor to sign the Interlocal Cooperative Agreement for Construction of Fiber Optic Infrastructure between Port of Skagit County and City of Burlington. All in favor; motion carried.

**EXECUTIVE SESSION:**

No Executive Session.

**ADJOURNMENT:**

**Harrison** reminded Council of the upcoming Council workshop which will take place on Thursday, May 17<sup>th</sup> at 6:00 p.m., during which Anneliese Vance-Sherman, Regional Labor Economist for Washington State Employment Security Department will be presenting, and in which discussion will be held regarding future workshop content.

**Mayor Steve Sexton** adjourned the meeting at 8:36p.m.

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Renee Sinclair  
Director of Budget & Accounting

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Steve Sexton  
Mayor