

August 23, 2018

**CALL TO ORDER:**

**Mayor Steve Sexton** called the meeting to order at 7:02 p.m. with the Pledge of Allegiance. Council members present: Bill Aslett, Joe DeGloria, Rick DeGloria, Edie Edmundson, Chris Loving, Ted Montgomery, and James Stavig. Staff present: Jennifer Berner, Don Erickson, Bryan Harrison, Brad Johnson, Leif Johnson, Mike Luvera, Kristen Morrison, and Renee Sinclair.

**MINUTES:**

A motion was made to approve the minutes of the August 9, 2018 council meeting by **Councilors Loving/J. DeGloria**. All in favor; motion carried.

**AUDIT OF BILLS:**

A motion was made by **Councilors R. DeGloria/Aslett** to approve Accounts Payable invoices to be paid as reviewed on August 23, 2018 in the amount of \$214, 125.77 and Payroll Expenses for pay period ending August 10, 2018 in the amount of \$408,190.54. All in favor; motion carried.

**PUBLIC COMMENTS:**

**Tana Wood**, Burlington resident, discussed the proposed plastic bag ban and asked Council to carefully consider what the ban entails.

**COUNCIL COMMENTS:**

**Councilor Edmundson** invited all to join Burlington's Historical Advisory Board and the Chamber of Commerce for a free special presentation at of the "Burlington Means Business" exhibit, which will be on display at the Visitors Center. The exhibit's grand opening will be held Saturday, September 1st, 10:00a.m. until 12:00 noon and will be on display through early 2019.

**Councilor Aslett** discussed the Children's Museum of Skagit County's Hard Hat Luncheon, which he attended this afternoon. **Aslett** discussed the evolution of shopping, the Children's Museum's move to the Outlet Mall, and statistics related to early learning in Skagit County, stating that 60 percent of children entering kindergarten are considered "not ready" to attend. **Councilor Edmundson** discussed the Children's Museum's Winter Wonderland program, which will be held at the Outlet Mall this year.

**Councilor Loving** reminded Council of the event Skagit Project Homeless Connect, which will be held on Friday, August 24 at Skagit Valley College.

**MAYOR'S UPDATE:**

**Mayor Sexton** discussed his attendance of Skagit Senior Day at the Park, which was held this afternoon.

**PROCLAMATION:**

No proclamation.

**SPECIAL PRESENTATION:**

No special presentation.

**COMMITTEE & BOARD REPORTS:**

No committee & board reports.

**OFFICER REPORTS:**

**Public Works Director Marv Pulst** and **Sewer Department Supervisor Don Erickson** discussed the City's newly procured bucket truck, which will serve many uses for multiple departments, and thanked Council for their support in its procurement.

**Pulst** updated Council on the pavement project on Anacortes Street, stating that it was scheduled to begin next Tuesday, but due to the Local 302 Union strike, paving companies have been unable to provide paving services.

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**Pulst** discussed work being done to correct traffic management issues at the new intersection on Fairhaven Avenue; discussion was held on concerns for traffic safety and damage to one of the light bollards. **Councilor Aslett** discussed the possibility of seeking grant money in the future to complete additional enhancement projects such as this intersection. **Pulst** discussed the dedication of the clock, which has been placed at the new intersection, and donated by the Rotary Club; the dedication will take place on Friday, September 7 at 9:00 AM. **City Administrator Bryan Harrison** praised staff's efforts in the intersection project; **Councilor Edmundson** praised staff for their work in creating a concrete base for the clock.

**Police Chief Mike Luvera** reviewed the past year of happenings at the police department, including updated training philosophies, staffing restructuring, goals, and staff promotions. **Parks & Recreation Director Jennifer Berner** praised **Chief Luvera** and staff for their outstanding service and participation at many Parks & Recreation events.

**Berner** discussed Parks & Recreation events, including Senior Day at the Park, which was held today, and the Back to School Fair, which will be held Saturday, August 25 at Maiben Park. **Berner** also discussed the final Pop-Up Park event, which took place last Wednesday, and updated Council on the department's PROS Plan public survey, stating that it is in full-swing, and that staff is working to get the survey out to as many people as possible. **Mayor Sexton** read a letter which praised the City's Touch a Truck Event, and thanked staff for their efforts in making the event successful.

**UNFINISHED BUSINESS:**

No Unfinished Business.

**CONSENT AGENDA:**

No Consent Agenda.

**NEW BUSINESS:**

**COMPREHENSIVE PLAN UPDATE – LAND USE – CAPACITY ANALYSIS AND PRELIMINARY RECOMMENDATIONS**

**Senior Planner Brad Johnson** discussed the update process of the City's Comprehensive Plan, and the requirements for land zoning to accommodate projected growth. **Brad Johnson** discussed the Planning Department's working with Skagit County GIS Services to conduct a computerized review of the City's urban growth area, and that the study shows the City can accommodate projected population growth, but that changes must be made to accommodate employment growth.

There were no objections to the Planning Commission's recommendation (Exhibit "A") nor the directing of the Planning Department to develop more specific policy and regulatory changes based on the findings and recommendations outlined in the staff report prepared by the Planning Department (Exhibit "B").

**COMPREHENSIVE PLAN UPDATE – CRITICAL AREAS**

**Senior Planner Brad Johnson** discussed the City's Comprehensive Plan update as it relates the Washington State Growth Management Act; wherein local governments are required to regulate development of critical areas. Discussion was held on critical areas including those near the dike and slough.

A motion was made by **Councilors Loving/Aslett** to accept the Planning Commission's recommendation (Exhibit "A") and direct the Planning Department to develop more specific policy and regulatory changes based on the findings and recommendations outlined in the critical areas report prepared by the Planning Department (Exhibit "B"). All in favor; motion carried.

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**PURCHASE OF PORTABLE RADIOS FOR POLICE DEPARTMENT**

**Police Chief Mike Luvera** discussed the need for the Police Department to replace portable radios, beginning with the procurement of 9 new radios, stating that the current radios have been used beyond their expected lifespan, and are no longer supported by the manufacturer. Discussion was held on the lifespan of portable radios; Chief Luvera stated that the average lifespan is 5-10 years.

A motion was made by **Councilors Aslett/Loving** to allow the expenditure of \$25,245.26 for the purchase of 9 portable radios. All in favor; motion carried.

**PERSONAL SERVICES AGREEMENT WITH LANA REICHERT OF SKAGIT COUNTY INVESTIGATIONS, LLC**

**City Administrator Bryan Harrison** requested Council add an additional agenda item: Personal Services Agreement with Lana Reichert of Skagit County Investigations, as agenda item number four.

A motion was made by **Councilors Loving/Aslett** to add Personal Services Agreement with Lana Reichert of Skagit County Investigations, as agenda item number four. All in favor; motion carried.

**Harrison** discussed the agreement with Lana Reichert for background investigations for candidates who are being considered for employment with the City of Burlington Civil Service, and other needs. **Harrison** stated the City has contracted with Reichert in the past for such services.

A motion was made by **Councilors Aslett/R. DeGloria** to approve the agreement with Lana Reichert of Skagit County Investigations, LLC and authorize the Mayor's signature. All in favor; motion carried.

**EXECUTIVE SESSION:**

**City Attorney Leif Johnson** stated that an Executive Session will be held Per RCW 42.30.110 to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. The executive session should take approximately twenty minutes and no action is expected as a result of the executive session. Council and City staff adjourned for Executive Session at 8:18 p.m.

**ADJOURNMENT:**

**Mayor Steve Sexton** adjourned the meeting at 8:38 p.m.

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Renee Sinclair  
Director of Budget & Accounting

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Steve Sexton  
Mayor