

June 11, 2020

MEETING HELD TELEPHONICALLY DUE TO THE COVID-19 PANDEMIC

CALL TO ORDER:

Discussion was held on there being technical difficulties due to internet failure issues which were present in the City and other parts of Skagit County, and therefore the agenda packet was unavailable to view electronically. **City Attorney Leif Johnson** discussed Council's ability to continue any item(s), by motion, to the next regular meeting, or to delay any discussions due to the technical difficulty.

Mayor Steve Sexton called the meeting to order at 7:00 p.m. with the Pledge of Allegiance. Council members present: Bill Aslett, Keith Chaplin, J. DeGloria, R. DeGloria, Scott Green, Chris Loving, and James Stavig. Staff present: Janice Burwash, Geoff Hawes, Leif Johnson, Mike Luvera, Kristen Morrison, Marv Pulst, Travis Schwetz, Joe Stewart, Rob Toth, Greg Young, and Sarah Ward.

MINUTES:

Due to the technical difficulty of the internet failure, a motion was made to continue the minutes of the May 28, 2020 Council meeting to the next regular Council meeting by **Councilors J. DeGloria/Stavig**. All in favor; motion carried.

AUDIT OF BILLS:

Councilor Aslett noted that despite the technical difficulties that were present at the Audit & Finance Committee meeting, he was able to review the Accounts Payable invoices. **Councilor Green** and **Councilor Loving** stated that they were also able to review the Accounts Payable invoices.

A motion was made by **Councilors Aslett/Green** to approve Accounts Payable invoices to be paid as of June 11, 2020 in the amount of \$118,500.45, and Payroll Expenses for Pay Period Ending May 31, 2020 in the amount of \$447,702.36. All in favor; motion carried.

Councilor Aslett thanked staff for the continued efforts by staff to keep Accounts Payable dollars low.

PUBLIC COMMENTS:

City Attorney Leif Johnson explained that there are no public comments submitted that he is aware of. **L. Johnson** stated that members of the public may submit comments or questions by mail to City Hall at 833 S. Spruce Street, ATTN: Greg Young or by email to administration@burlingtonwa.gov, as the City still cannot hold in-person meetings.

June 11, 2020

COUNCIL COMMENTS:

Councilor Chaplin made a statement, in light of the recent event of the death of George Floyd: black lives matter. **Chaplin** discussed the role of police forces, the use of armed officers at all calls, calls for police reform, and urged Council to look at reworking police officer positions to address social issues and systemic crisis. **Chaplin** recited a correspondence from a constituent calling for further consideration by Council regarding diversity and other social issues. **Councilor Aslett** discussed the recent event which took place on Burlington Blvd., whereat he met with the individuals responsible for organizing the event, and urged them to communicate with the Council in person by attending a future Council meeting. **Councilor Aslett** discussed a need for increased communication to find solutions for very difficult subjects.

MAYOR'S UPDATE:

No Mayor's Update.

SPECIAL PRESENTATION:

No Special Presentation.

PROCLAMATION:

No Proclamation.

COMMITTEE & BOARD REPORTS:

No Committee & Board Reports.

OFFICERS REPORTS:

No Officers Reports.

UNFINISHED BUSINESS:

No Unfinished Business

NEW BUSINESS:

Budget Amendment 1 (Pre-COVID)

City Administrator Greg Young stated that agenda items one and two, are not time-sensitive, so it is at the Council's discretion to continue them to the next meeting. A motion was made by **Councilors Stavig/R. DeGloria** to postpone agenda items one and two to the next regular Council meeting. All in favor; motion carried.

Budget Amendment 2 (Post-COVID)

June 11, 2020

Bid and Contract Award – 2020 Overlay Project

Public Works Director Marv Pulst discussed the summer’s paving project, which has been scaled back due to budgetary constraints to include Pease Road only. **Pulst** discussed the engineering bid process, wherein there were to responses, which produced a favorable, low bid of \$190,326. **Pulst** discussed the TIB fund maximum contribution, which was a larger amount than the bid response, which would have originally required a \$30,000, will now be reimbursed by TIB due to the City’s use of engineering staff to create the bid documents and the engineering for the project. Discussion was held on the location of the overlay project, which will be on Pease Road, and will begin on Burlington Blvd. and end on Anacortes St. at approximately the railroad tracks.

A motion was made by **Councilors Stavig/R. DeGloria** to award the bid and authorize Mayor to sign agreement with Lakeside Industries for 2020 Overlay Project. All in favor; motion carried.

City Administrator Greg Young discussed a COVID-19 update, which will take place during a study session on June 18; information for which will be sent out to Council. **Young** discussed the sales tax number for June, which was down the same amount as May, which would mean the City is down approximately \$500,000 from what was expected to be collected.

Discussion was held closures of businesses, and data based on the delays and deferrals of taxes paid and the timelines of revenue and payments, estimates, and information from the State. **Councilor J. DeGloria** requested, due to sales tax implications, information on the Cascade Mall based on a recent article in the newspaper; **Mayor Sexton** reviewed the plans for the mall which include the closing of interior stores, with outer-facing stores remaining open, and discussed the possibility of the mall being redeveloped.

City Administrator Greg Young discussed the process of defining, with the guidance of Council, the lowest ending fund balance, and the creation of a financial plan, which includes revenues and personnel cuts, for the coming years. Young discussed the administrative aspects of the potential taxes which could be levied, including a B&O tax. **Councilor R. DeGloria** discussed the difficulty Council faces in terms of personnel cuts as Council is not in as familiar with the operations and workloads of each department. Discussion was held on the logistics of including personnel cuts in future budget plan proposals. **Mayor Sexton** discussed how it would be helpful if Council could determine some values of revenues, cuts, and fund balance, in order to inform staff so that administration can formulate an appropriate plan. **Councilor Aslett** discussed the

CITY OF BURLINGTON, WA

June 11, 2020

importance of a conversation related staff cuts, spread across all departments. Discussion was held on the collaboration needed to make the decisions related to the budget.

EXECUTIVE SESSION:

No Executive Session.

ADJOURNMENT:

Mayor Sexton adjourned the meeting at 7:45 p.m.

Joe Stewart
Finance Director

Steve Sexton
Mayor