

CITY OF BURLINGTON, WA

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May 26, 2022

**Mayor Steve Sexton** called the meeting to order at 7:00 p.m. with the Pledge of Allegiance. Council members present: Bill Aslett, Joe DeGloria, Scott Green, James Stavig and Jamie Weiss. Councilor Keith Chaplin attended by phone. Absent: Rick DeGloria. Staff present: Janice Burwash, Brian Dempsey, Geoff Hawes, Leif Johnson, Christi Kinney, Sandra Kottke, Mike Luvera, Kristen Morrison, Jim Rabenstein, Steve Riggs, Travis Schwetz, Joe Stewart, Robert Toth, Sarah Ward, and Greg Young.

**MINUTES:**

A motion was made by **Councilors Scott Green/J. DeGloria** to excuse councilor **Rick DeGloria** from the May 26, 2022 City Council Meeting. All in favor; motion carried.

A motion was made by **Councilors Bill Aslett/Joe DeGloria** to approve the minutes of the May 12, 2022 City Council meeting. All in favor; motion carried.

**Councilor Aslett** thanked city staff for the quality of the minutes.

**AUDIT OF BILLS:**

**Councilor Green** presented City expenses. Some figures included close to \$6K of 911 supplies, \$4.5K of software for an irrigation system from CODA Farm Tech, \$16K to King Architecture for design services of the Fire Station Renovation, and \$13K of George Hopper Signal enhancements to TranTech.

A motion was made by **Councilors Green/J. DeGloria** to approve Accounts Payable invoices to be paid as of May 26, 2022 in the amount of \$183,664.40; and Payroll Expenses for Pay Period ending April 15, 2022 in the amount of \$785,178.12.

**PUBLIC COMMENTS:**

No public comments were submitted.

**City Attorney Leif 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 [badministration@burlingtonwa.gov](mailto:badministration@burlingtonwa.gov). Contact information for all the City Departments is available at [www.burlingtonwa.gov](http://www.burlingtonwa.gov).

**COUNCIL COMMENTS:**

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A few councilors made comments that were not recorded. If you would like these to be included in the May 26th meeting minutes please contact the council clerk, **Amber Robinson**, by email. Thank you.

**Councilor Keith Chaplin** was unable to hear the meeting during the council comment window but shared a comment at a later date in regards to a tragic recent school shooting and concerns about our community and school children, wherein he would like to pursue a closed session meeting with Burlington PD and the School District to discuss safety measures and ways to mitigate gun violence. **Mayor Sexton** appreciated **Councilor Chaplin's** comment and will work with **City Administrator Greg Young** to set up a future meeting. **Councilor Aslett** strongly agreed with **Chaplin** and believes the community will need to work closely together to achieve solutions.

**MAYOR'S UPDATE:**

**Mayor Steve Sexton** informed Council of the funding available for hosting the Berry Dairy Days event in Burlington which will be supported by allotted festival budget funds and lodging tax revenue.

**PRESENTATION:**

In the first presentation of the evening, **Bill Henkle the Executive Director of Community Action in Mount Vernon**, updated the Council on the Cascade Landing Apartment conversion project, a renovation of an existing commercial building into low-income apartments. In-depth images, descriptions, demographics and lodging statistics were covered in the presentation and included in Council packets.

The second presenter, **Helen Rasmussen the Director of Skagit 911**, outlined the functions of their Emergency Dispatch System, the Capital Improvement Plan (CIP) for Skagit 911 2022-2032 CIP, and a proposed amendment to the Inter Local Agreement (ILA) to update sales tax revenue language. The presentation focused on the E911 1/10<sup>th</sup> Sales Tax Ballot Issue for the fall election with a request for a sales tax add-on to further fund capital needs of the system including studies and analysis of the future needs. The contact information for Helen was included in the packet if Council members have further questions.

**PROCLAMATION:**

No Proclamation.

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**COMMITTEE & BOARD REPORTS:**

**Councilor James Stavig** gave an in-depth report for the Public Works committee with project updates on the SAGE & Grafton apartment complexes, shared use trail implementation, grant status and applications, conclusion of the library truss upgrades, dog park development on hold due to delayed restroom, and new A/C for the Senior Center.

**Councilor Bill Aslett** thanked **Travis Schwetz** and the Streets department for the careful application of herbicide along roadways.

**OFFICERS REPORTS:**

**Finance Director Joe Stewart** reported City finances are in good shape with retail sales tax revenue increased from 2021 despite B & O taxes being down. **Councilor Aslett** inquired about the timeline for late payments of B & O taxes of 2020 throughout 2021. **Joe Stewart** will run a report to share with the council. **Aslett** shared an email with Council about the forecast of spending trends moving from purchases to experiences and the possible impacts of this on sales tax revenues.

**Sarah Ward, Library and Parks & Rec Director**, announced the Library truss repairs are completed and look nice.

**City Administrator Greg Young** proposed an additional agenda item of a Summer Hire Stipend. A motion was made by **Councilors Green/Aslett** to add the agenda item to New Business. All in favor; motion carried.

**UNFINISHED BUSINESS:**

No Unfinished Business.

**CONSENT AGENDA:**

There were 2 items on the Consent Agenda.

A motion was made by **Councilors J. DeGloria/Green** to approve the Consent Agenda Items: Appointment of Maria Yzzolino to the Burlington Public Library and Street Closures for 2022 Berry Dairy Days - Eagles Club; and to authorize the Mayor's signature on appropriate documents. All in favor; motion carried.

**Councilor Stavig** congratulated Maria Yazzolino on the appointment.

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**NEW BUSINESS:**

**Police and Fire Retention Bonuses**

**City Administrator Greg Young** introduced a retention bonus program from the Police and Fire Departments, wherein the resolution would allow for an immediate cash payment to existing personnel and a 4% payout at the end of the year with the costs of the program being eligible for the American Rescue Plan dollars.

**Councilor James Stavig** was not in favor of the resolution, while **Councilor Aslett** observed the challenges of filling Paramedic and PD job positions and the need for Burlington to remain competitive in the current marketplace. **Councilor Green** preferred an overall pay increase opposed to a bonus model and inquired on where the funds would be sourced.

**Councilors Chaplin/Weiss** made a motion to approve the Resolution adopting the Police and Paramedic Retention Bonus Program and authorize the Mayor to sign. 5 in favor, Councilor Stavig opposed; motion carried.

**Travel Policy Update**

**Human Resources & Administrative Manager, Kristen Morrison**, proposed a resolution to update the City's Travel Policy. **Councilor Stavig** thanked **Kristen** for the clearly outlined report stating that it was an easy update to approve.

**Councilors Stavig/Green** made a motion to approve the Resolution regarding updates to the Travel Policy and authorize the Mayor to sign. All in favor; motion carried.

**Proposal for Wall Mural on Corner of Fairhaven and Anacortes Street**

A member of the Parks & Recreation Board, **Elizabeth Turman-Bryant**, and local artist **Christen Mattix**, updated Council on a project proposal for a mural project for Downtown Burlington with a project budget and theme and proposed timeline. **Administrator Greg Young** noted that a previous suggestion to apply for mural funds through the Annual Lodging Tax Committee would most likely not qualify therefore an alternative pool of funds would need to be identified. **Elizabeth Turman-Bryant** shared the success of a crowd-sourced fundraiser with \$3K raised in one week. Several Council members expressed their support and interest in this project and would like to find a way to fund an initial mural from this year's budget, however based on the City's Procurement Policy it was discussed that other artists would need to have the opportunity to submit project bids before a decision could be made. Because the building site is on private

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property, the city does not need to approve the project should City funding not be required, thus if the community self-financed the mural the artist could proceed with the project. A 'right of way' permit would allow for the sidewalk to be used as a workspace.

City staff will communicate through local media outlets to inform interested mural artists of potential project opportunities for proposals. Murals and other Public Art are not a price based bid, they are a quantitative not a qualitative evaluation. **City Administrator Grey Young** noted that Public Art is a very involved community collaborative effort and the City of Burlington would benefit from the creation of an Art Committee.

A motion to table the conversation was proposed by **Councilors Green/J. DeGloria**. All in favor; motion carried.

**Bid Award and Agreement with Ackermann Electric Co. to Build a Control Panel**

**Assistant Public Works Director Brian Dempsey** requested Council to award a bid and approve the agreement for Ackermann Electric Co. to design, build and supply a control panel at the sewer pump station.

**Councilors Aslett/Green** moved to award the bid and authorize the Mayor to sign the agreement with Ackermann Electric. All in favor; motion carried.

**Bid and Contract Award – 2022 Overlay Project**

**Assistant Public Works Director Brian Dempsey** outlined a bid summary, agreement, and vicinity map for a pavement overlay project for sections of Gilkey Rd, Fairhaven Ave, and Cascade Hwy. The low bid came from a new company Reese Construction who has worked for the City as a sub but never as a lead contractor. **Councilor Green** asked for **Travis Schwetz's** opinion on the company and was given the affirmative.

**Councilors Chaplin/Weiss** made a motion to award bid and authorize Mayor to sign agreement with Reese Construction for 2022 Overlay Project. All in favor; motion carried.

**Summer Hire Stipend**

**City Administrator Grey Young** described the challenges of the City of Burlington to find seasonal employees and the corresponding proposal to offer a seasonal employee bonus program to be paid out at the end of a work season. This proposal mirrors neighboring cities whom are also faced with staffing shortages.

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**Councilors Stavig/Green** made a motion to approve the seasonal workers end-of-the-season \$2K lump sum payment and authorize staff to advertise program. All approved; motion carried.

**DISCUSSION:**

No Discussion.

**EXECUTIVE SESSION:**

**City Attorney Leif Johnson** recited the following: pursuant to RCW 42.30.10, RE: Litigation, 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. **L. Johnson** stated that the executive session will last about 20 minutes, extended as necessary, and that there is no expected action at the conclusion of the session. A 5 minute break was had and the session began at 9:38 p.m. Session ended at 9:58 p.m.

**ADJOURNMENT:**

**Mayor Sexton** adjourned the meeting at 9:58 p.m.

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Joseph Stewart  
Finance Director

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Steve Sexton  
Mayor