

August 12, 2021

Mayor Steve Sexton called the meeting to order at 7:00 p.m. with the Pledge of Allegiance. Council members present: Keith Chaplin, Joe DeGloria, Rick DeGloria, Scott Green, Chris Loving, and James Stavig. Staff present: Janice Burwash, Leif Johnson, Mike Luvera, Katie Olafson, Marv Pulst, Jim Rabenstein, Eddie Rogge, Rob Toth, Travis Schwetz, Sarah Ward and Greg Young.

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

MINUTES:

A motion was made by **Councilors R. DeGloria/Green** to approve the minutes of the July 22, 2021, City Council meeting. All in favor; motion carried.

AUDIT OF BILLS:

A motion was made by **Councilors Loving/Chaplin** to approve Accounts Payable invoices to be paid as of August 12, 2021, in the amount of \$629,510.74 and Payroll Expenses for Pay Period ending June 31, 2021, in the amount of \$525,437.40. All in favor; motion carried.

PUBLIC COMMENTS:

City Attorney Leif Johnson stated 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. Contact information for all the City Departments is available at www.burlingtonwa.gov.

COUNCIL COMMENTS:

Councilor Keith Chaplin corresponded with a representative from WSDOT and was encouraged to hear the city may have more control over the section on Highway 20 from Burlington Boulevard to Skagit Street than previously thought, which could provide the opportunity to implement more safety measures such as reduced speed and crosswalks.

MAYOR'S UPDATE:

Mayor Sexton attended a meeting with the County Commissioners to discuss the one-tenth of one percent sales tax measure for homeless services and affordable housing. The County is expected to take action on this tax in October. This topic will be presented to the council at the next council meeting for discussion as well as an opportunity for the public to comment.

SPECIAL PRESENTATION:

No special presentation.

PROCLAMATION:

No Proclamation.

COMMITTEE & BOARD REPORTS:

August 12, 2021

Councilor Keith Chaplin shared a discussion from the Parks and Recreation Board meeting, the design cost of the dog park has been significantly reduced. An additional discussion was held regarding the Skagit River Park irrigation and looking at all options of new ways to water the fields.

OFFICERS REPORTS:

Parks and Recreation Director Sarah Ward shared the Parks and Recreation Department will be transferring funds left over from the Berry Dairy Day Parade to provide fireworks at the Harvest Festival this fall.

City Administrator Greg Young stated a presentation regarding irrigation at Skagit River Park will be held at the next scheduled council workshop to discuss the interruptible and non-interruptible water rights and best ways to provide irrigation to the park.

UNFINISHED BUSINESS:

No Unfinished Business.

CONSENT AGENDA

No Consent Agenda.

NEW BUSINESS:

Purchase of Remaining 8 Pallet Shelters

City Administrator Greg Young explained the Skagit First Step Center has been open for nearly three months and its operation has been up to expectations. The Friendship House has staffed the facility and the cabins are slowly being occupied. Of the 37 units first purchased and delivered, 25 are occupied. On average about 5 new occupants are added weekly. The site can accommodate 8 more shelters units. **Councilor Joe DeGloria** questioned the purchase of the additional shelters stating there is not a current track record to measure the success rate of the program. **Mayor Sexton** responded there are 250 people on the waitlist to receive shelter.

A motion was made by **Councilors James Stavig/Keith Chaplin** to authorize the purchase of the remaining eight pallet shelters. **Councilors R. DeGloria/Loving/Green** in favor; **Councilor Joe DeGloria** opposed. Motion carried.

Update to Fee Schedule

Parks Supervisor Jim Rabenstein explained the Parks and Recreation Department recently entered into an updated contract with the company that provides portable restroom services for the city's park system. The increase in prices of the new contract prompted the department to look at existing fee schedules and make further adjustments to three areas: Miscellaneous Fees, Field/Court Rental Fees, and Field Lining Fees. **Councilor Keith Chaplin** asked if there has been an increase in field paint prices. **Rabenstein** shared material prices have gone up over the years. **Councilor Joe DeGloria** spoke against raising fees too drastically. A lengthy discussion was held amongst Council and Staff regarding the increased fee proposals. **Rabenstein** shared the proposals presented will make the prices more comparable to neighboring cities.

August 12, 2021

A motion was made by **Councilors Green/Stavig** to adopt the proposed changes to the Parks and Recreation Fee Schedule using option #3 for Field Lining Fees and authorize the Mayor to approve the updated Fee Resolution. **Councilors Loving/R. DeGloria** in favor; **Councilors Chaplin/J. DeGloria** opposed. Motion carried.

Feasibility Study for Remodel of Fire Station

Fire Chief Rob Toth shared there have been many changes to Fire/EMS services in Burlington. In 2019 9 full-time firefighters were employed. There are now 26 firefighters/EMS personnel. This expansion to staff has increased Fire/EMS capabilities but the department is now faced with a Fire Hall that was not designed to accommodate the significant growth in personnel and certainly not the mix of male/female staff. With personnel living at the station for the entirety of their 48-hour shift, the current station does not facilitate appropriate working, sleeping, bathing, and laundry needs. Realizing the need to possibly renovate the facility, architectural services were included in the 2021 budget. **Councilor James Stavig** asked what upgrades have already taken place. **Toth** shared new paint and flooring are the only changes that have been made. **Councilor Joe DeGloria** questioned if most of the renovations needed could be provided by in-house staff as opposed to hiring out. **City Administrator Greg Young** explained conducting a feasibility study would be money well spent as the study would offer valuable information from design professionals on the best options available. **Stavig** asked how King Architecture was selected for this study. **Young** shared finding architects can be extremely difficult, **Young** has previously worked with King Architecture on projects and the company provides quality work at a reasonable price. **Councilor Chris Loving** spoke in support of the study and suggested at looking at all options or renovation including possibly adding an additional station on the opposite side of the train tracks.

A motion was made by **Councilors Stavig/R. DeGloria** to approve the pre-design agreement with King Architecture and authorize the Mayor to sign. All in favor; motion carried.

Police-Body Worn Cameras

Commander Eddie Rogge explained the 2021 Washington State Legislative Session passed many pieces of legislation relating to Police Reform. One of the pieces of legislation was HB 1223 which requires electronic recordation of custodial interrogations. This requires officers to be outfitted with a body-worn camera to legally and efficiently perform their essential duties. In addition, body-worn cameras would provide transparency between the Burlington Police Department and our citizens. **Councilor Keith Chaplin** asked if there will be training provided for officers and if this will create a heavier workload for the IT department. **Rogge** shared there will be training provided and neighboring city agencies will participate. **Rogge** explained all the cameras will be housed on a docking station and information will be uploaded to the cloud. Additional staffing needs may be presented to the council in the future if the department feels there is a substantial need.

August 12, 2021

A motion was made by **Councilors Chaplin/J. DeGloria** to approve the one-time purchase price for the attached 5-year contract for the Body Worn Cameras as quoted by Motorola Solutions/WatchGuard.

Landscape Architect Contract for Dog Park Design

City Administrator Greg Young shared with the adoption of the PROS Plan, staff is beginning to plan for improvements to the park system in Burlington. The City advertised for Dog Park designers and received three submissions. Staff considered the proposal from HBB Landscape Architects to be preferred as this was the firm that completed the PROS Plan and was most familiar with the Burlington park system. The proposed fee for the design contract would be \$11,529. **Councilors Joe DeGloria** and **James Stavig** spoke in favor of the dog park but stood opposed to the hefty price point. **Young** spoke to the amenities that would be included in the park including bathrooms, and a sheltered area. **Young** expressed that the city wants the citizens to feel proud of the park. **Councilor Keith Chaplin** spoke in favor of the park and shared the Parks and Recreation Department hopes this will be the best dog park in Skagit County.

A motion was made by **Councilors Chaplin/Green** to approve the design contract with HBB Landscape Architects and authorize the Mayor to sign. **Councilors Loving/R.DeGloria** in favor; **Councilors J. DeGloria/Stavig** opposes. Motion carried.

Council Retreat

A discussion was held regarding a Council Retreat where Councilmembers and Staff could brainstorm, develop and prioritize Council projects to be addressed over the next several years. A date for this retreat will be decided at a future Council meeting.

EXECUTIVE SESSION:

No Executive Session.

ADJOURNMENT:

Mayor Sexton adjourned the meeting at 8:50 p.m.

Joe Stewart
Finance Director

Steve Sexton
Mayor