

CITY COUNCIL AGENDA
City Hall, 833 South Spruce Street
7:00 p.m. October 13, 2022

MEETING TO BE HELD IN-PERSON & REMOTELY
ZOOM WEBINAR LINK: <https://zoom.us/j/97859681042>
ZOOM DIAL-IN: +1-253-215-8782
WEBINAR ID: 978 5968 1042

Workshop: October 13, 2022 6PM-7PM – 2023 Budget Development

CALL TO ORDER:

ADMINISTRATOR'S REPORT:

MINUTES: [City Council Meeting September 22, 2022](#)

AUDIT OF BILLS:

PUBLIC COMMENTS:

MAYOR'S UPDATE:

COUNCIL COMMENTS:

OFFICER'S REPORTS:

PROCLAMATIONS:

PRESENTATIONS: Fairhaven Ave & Anacortes Street Mural Presentation

CONSENT AGENDA:

- 1) [Street Closure – Mural Celebration](#)
 - 2) [Sidewalk Closure – Halloween Event](#)
 - 3) [Street Closure – Veteran's Day Parade](#)
-

PUBLIC HEARING: [2023 General Property Taxes](#)

NEW BUSINESS: [2023 Lodging Tax Grant Recommendations](#)

COMMITTEE & BOARD REPORTS:

DISCUSSION:

FUTURE WORKSHOP:

EXECUTIVE SESSION:

ADJOURNMENT:

MEETINGS:

1) AUDIT & FINANCE COMMITTEE:

Thursday October 13, 2022 4:00 PM
MEETING TO BE HELD REMOTELY
VIA TELEPHONE: 1-774-777-4255
CONFERENCE ID No.: 589-8786

WORKSHOP MATERIALS

2023 Proposed Budget
City of Burlington
Street, Fire/EMS Funds
October 13, 2022

Account Number	Description	2022 YTD Actuals Through Aug 31, 2022	2022 Budget After Amendments	2023 Proposed	2023 Proposed vs 2022 Budget
101	City Street Fund				
313	Retail Sales & Use Tax				
101-000-313-11-00-00	Sales & Use Tax	\$ -	\$ -	\$ -	
313	Retail Sales & Use Tax	\$ -	\$ -	\$ -	
322	Non-Bus Licenses & Permits				
101-000-322-40-00-00	Street & Curb Permits	\$ 9,773	\$ 40,000	\$ 20,000	(\$20,000)
322	Non-Bus Licenses & Permits	\$ 9,773	\$ 40,000	\$ 20,000	(\$20,000)
336	State Shared Revenues				
101-000-336-00-71-00	Multimodal Trans City	\$ 6,119	\$ 12,000	\$ 12,740	\$740
101-000-336-00-87-00	Motor Vehicle Fuel Tax	\$ 115,436	\$ 175,000	\$ 189,532	\$14,532
336	State Shared Revenues	\$ 121,555	\$ 187,000	\$ 202,272	\$15,272
342	Public Safety				
101-000-342-40-00-01	Street Plan Review Fees	\$ 433	\$ 1,000	\$ 1,000	
342	Public Safety	\$ 433	\$ 1,000	\$ 1,000	
361	Interest & Other Earnings				
101-000-361-11-00-00	Investment Earnings	\$ 1,586	\$ 2,753	\$ 2,100	(\$653)
101-000-361-40-00-00	Sales & Use Tax Interest	\$ -	\$ 1,200	\$ 1,200	
361	Interest & Other Earnings	\$ 1,586	\$ 3,953	\$ 3,300	(\$653)
362	Rents, Leases & Concessions				
101-000-362-00-00-00	Streets Rents and Leases	\$ -	\$ -	\$ -	
362	Rents, Leases & Concessions	\$ -	\$ -	\$ -	

2023 Proposed Budget
City of Burlington
Street, Fire/EMS Funds
October 13, 2022

Account Number	Description	2022 YTD Actuals Through Aug 31, 2022	2022 Budget After Amendments	2023 Proposed	2023 Proposed vs 2022 Budget
369	Other Miscellaneous Revenues				
101-000-369-10-00-00	Streets Sale of Surplus	\$ -	\$ -	\$ -	
101-000-369-40-00-00	Other Judgements & Settlements	\$ -	\$ -	\$ -	
101-000-369-81-00-00	Cash Adjustments	\$ -	\$ -	\$ -	
101-000-369-91-00-00	Miscellaneous Other	\$ 8	\$ -	\$ -	
369	Other Miscellaneous Revenues	\$ 8	\$ -	\$ -	
395	Disposition of Capital Assets				
101-000-395-10-00-00	Proceeds-Sale of Capital Asset	\$ -	\$ -	\$ -	
395	Disposition of Capital Assets	\$ -	\$ -	\$ -	
397	Transfers In				
101-000-397-00-00-01	Transfer In - Sales Tax CE	\$ 171,364	\$ 284,046	\$ 629,103	\$345,057
101-000-397-00-03-01	Transfer In - 301 REET	\$ 166,667	\$ 250,000	\$ 200,000	(\$50,000)
397	Transfers In	\$ 338,031	\$ 534,046	\$ 829,103	\$295,057
398	Insurance Recoveries				
101-000-398-10-00-00	Insurance Recoveries	\$ -	\$ -	\$ -	
398	Insurance Recoveries	\$ -	\$ -	\$ -	
588	Prior Period Adjustment				
101-000-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	
588	Prior Period Adjustment	\$ -	\$ -	\$ -	
000	Department	\$ (471,386)	\$ (765,999)	\$ (1,055,675)	(\$289,676)
542	Roads/Streets Maintenance				

2023 Proposed Budget
City of Burlington
Street, Fire/EMS Funds
October 13, 2022

Account Number	Description	2022 YTD Actuals Through Aug 31, 2022	2022 Budget After Amendments	2023 Proposed	2023 Proposed vs 2022 Budget
101-101-542-30-10-00	Street Salaries & Wages	\$ 130,264	\$ 204,808	\$ 213,348	\$8,539
101-101-542-30-10-15	Street Seasonal Wages	\$ 3,679	\$ 24,651	\$ 26,758	\$2,108
101-101-542-30-11-00	Street Overtime	\$ 2,565	\$ 4,326	\$ 4,326	
101-101-542-30-19-00	Street Salaries Indirect Cost	\$ 25,737	\$ 38,039	\$ 38,606	\$567
101-101-542-30-21-00	Street Retirement	\$ 13,307	\$ 20,993	\$ 22,167	\$1,174
101-101-542-30-22-00	Street L & I	\$ 2,489	\$ 5,195	\$ 6,229	\$1,034
101-101-542-30-23-00	Street FICA	\$ 10,285	\$ 41,503	\$ 18,699	(\$22,803)
101-101-542-30-24-00	Street Medical Insurance	\$ 39,389	\$ 61,614	\$ 64,900	\$3,286
101-101-542-30-25-00	Street Life Insurance	\$ 29	\$ 41	\$ 41	
101-101-542-30-26-00	Street ESD	\$ 219	\$ 343	\$ 393	\$50
101-101-542-30-27-00	Street Protective Clothing	\$ 1,093	\$ 3,700	\$ 3,700	
101-101-542-30-31-00	Street Office Supplies	\$ -	\$ 400	\$ 400	
101-101-542-30-31-10	Street Operating Supplies	\$ 15,103	\$ 35,000	\$ 36,750	\$1,750
101-101-542-30-31-30	Street Vehicle Maint Supplies	\$ 4,210	\$ 15,000	\$ 15,000	
101-101-542-30-31-50	Street Road Repair & Maint Sup	\$ -	\$ -	\$ -	
101-101-542-30-31-51	Street Road Striping Paint Sup	\$ 14,870	\$ 15,000	\$ 15,750	\$750
101-101-542-30-31-52	Street Snow & Ice Supplies	\$ 15,889	\$ 10,000	\$ 10,000	
101-101-542-30-31-70	Street In-House Sm Project Sup	\$ -	\$ -	\$ -	
101-101-542-30-31-71	Street In-House Sidewalk Sup	\$ 4,312	\$ 5,000	\$ 5,250	\$250
101-101-542-30-32-00	Street Fuel Consumed	\$ 20,903	\$ 25,000	\$ 30,000	\$5,000
101-101-542-30-35-00	Street Small Tools & Equipment	\$ 1,915	\$ 7,000	\$ 5,500	(\$1,500)
101-101-542-30-41-00	Street Professional Services	\$ -	\$ 3,500	\$ 3,500	
101-101-542-30-41-01	Street Service Indirect Cost	\$ 3,759	\$ 8,960	\$ 5,638	(\$3,322)
101-101-542-30-42-10	Street Cell Phone	\$ 3,716	\$ 4,000	\$ 4,001	\$1
101-101-542-30-42-30	Street Telephone	\$ 117	\$ 525	\$ 550	\$25
101-101-542-30-43-00	Street Travel	\$ -	\$ 1,000	\$ 1,000	
101-101-542-30-45-00	Street Rentals	\$ 9,833	\$ 16,000	\$ 19,200	\$3,200

2023 Proposed Budget
City of Burlington
Street, Fire/EMS Funds
October 13, 2022

Account Number	Description	2022 YTD Actuals Through Aug 31, 2022	2022 Budget After Amendments	2023 Proposed	2023 Proposed vs 2022 Budget
101-101-542-30-45-10	Street Contracted Snow Removal	\$ -	\$ 1,500	\$ 1,500	
101-101-542-30-45-15	Street ER&R	\$ -	\$ -	\$ -	
101-101-542-30-45-51	Street Trsf to ER&R	\$ 73,998	\$ 110,997	\$ 101,017	(\$9,980)
101-101-542-30-45-52	Street Trsf to CR&R	\$ 3,020	\$ 4,530	\$ 3,394	(\$1,136)
101-101-542-30-46-00	Street Insurance	\$ 14,554	\$ 14,554	\$ 14,554	
101-101-542-30-47-00	Street Utilities	\$ 4,205	\$ 4,000	\$ 4,200	\$200
101-101-542-30-47-10	Street Lighting & Signals Util	\$ 94,101	\$ 125,000	\$ 128,000	\$3,000
101-101-542-30-47-20	Street Signals Repair & Maint	\$ 10,007	\$ 15,000	\$ 15,000	
101-101-542-30-48-00	Street Flagging Services	\$ -	\$ -	\$ -	
101-101-542-30-48-10	Street Vehicle Repair & Maint	\$ 5,173	\$ 15,000	\$ 15,000	
101-101-542-30-48-50	Street Contract Repair & Maint	\$ 652	\$ 200,000	\$ 200,000	
101-101-542-30-48-52	Street Contr Vegetation Maint	\$ 6,788	\$ 4,000	\$ 8,000	\$4,000
101-101-542-30-48-55	Street Contracted Sidewalks	\$ -	\$ -	\$ -	
101-101-542-30-49-10	Street Dues & Subscriptions	\$ 101	\$ 55	\$ 55	
101-101-542-30-49-20	Street Training & Education	\$ -	\$ 1,000	\$ 1,000	
101-101-542-30-49-50	Street Uniforms & Mats	\$ 1,064	\$ 2,000	\$ 2,000	
101-101-542-30-49-70	Street Debris Disposal	\$ 196	\$ 3,000	\$ 3,000	
101-101-542-30-49-72	Street Concrete & Asphalt Dis	\$ -	\$ -	\$ -	
101-101-542-30-49-75	Street Oil Disposal	\$ -	\$ 500	\$ 500	
101-101-542-30-49-90	Street Regulatory Fees	\$ -	\$ -	\$ -	
101-101-542-30-49-99	Street Dike Assessment	\$ 2,833	\$ 6,750	\$ 6,750	
542	Roads/Streets Maintenance	\$ 540,372	\$ 1,059,483	\$ 1,055,675	(\$3,808)
582	Streets Refund of Deposits				
101-101-582-10-00-00	Streets Refund of Deposits	\$ -	\$ -	\$ -	
582	Streets Refund of Deposits	\$ -	\$ -	\$ -	

2023 Proposed Budget
City of Burlington
Street, Fire/EMS Funds
October 13, 2022

Account Number	Description	2022 YTD Actuals Through Aug 31, 2022	2022 Budget After Amendments	2023 Proposed	2023 Proposed vs 2022 Budget
595	Streets Capital Improvements				
101-101-595-63-60-01	Street Lighting Capital Exp	\$ -	\$ -	\$ -	
595	Streets Capital Improvements	\$ -	\$ -	\$ -	
597	Transfers Out				
101-101-597-00-00-01	Transfer to - General	\$ -	\$ -	\$ -	
101-101-597-00-05-01	Transfer to - ER & R	\$ -	\$ -	\$ -	
101-101-597-00-05-02	Transfer to - CR&R	\$ -	\$ -	\$ -	
597	Transfers Out	\$ -	\$ -	\$ -	
101	Streets	\$ 540,372	\$ 1,059,483	\$ 1,055,675	(\$3,808)
588	Prior Period Adjustment				
101-999-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	
588	Prior Period Adjustment	\$ -	\$ -	\$ -	
999	Department	\$ -	\$ -	\$ -	
Fund Balance Total		\$ -	\$ -	\$ -	
Revenue Total		\$ 471,386	\$ 765,999	\$ 1,055,675	\$289,676
Expense Total		\$ 540,372	\$ 1,059,483	\$ 1,055,675	(\$3,808)
Grand Total		\$ (68,986)	\$ (293,484)	\$ -	\$293,484
101	City Street Fund	\$ (68,986)	\$ (293,484)	\$ -	\$293,484
150	Fire				
361	Interest & Other Earnings				
150-000-361-11-00-00	Investment Earnings	\$ 3,464	\$ 271	\$ 4,000	\$3,729

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Account Number	Description	2022 YTD Actuals Through Aug 31, 2022	2022 Budget After Amendments	2023 Proposed	2023 Proposed vs 2022 Budget
361	Interest & Other Earnings	\$ 3,464	\$ 271	\$ 4,000	\$3,729
000	Department	\$ (3,464)	\$ (271)	\$ (4,000)	(\$3,729)
332	Federal Revenues				
150-150-332-92-10-00	COVID-19 Non Grant Assistance	\$ -	\$ -	\$ -	
150-150-332-93-40-00	GEMT Pmt Prog Federal NonGrant	\$ 532,975	\$ 550,000	\$ 586,300	\$36,300
332	Federal Revenues	\$ 532,975	\$ 550,000	\$ 586,300	\$36,300
334	State Grants				
150-150-334-04-90-10	WA State DOH Trauma Grant	\$ 1,125	\$ -	\$ -	
334	State Grants	\$ 1,125	\$ -	\$ -	
337	Interlocal Grants & Other				
150-150-337-00-00-00	Local/Other Gov't Grants	\$ 10,987	\$ -	\$ -	
150-150-337-00-00-10	Skagit Co EMS Funding	\$ 1,027,214	\$ 1,243,523	\$ 1,280,829	\$37,306
337	Interlocal Grants & Other	\$ 1,038,202	\$ 1,243,523	\$ 1,280,829	\$37,306
342	Public Safety				
150-150-342-21-00-00	DNU Skagit Co EMS Funding	\$ -	\$ -	\$ -	
150-150-342-21-00-10	Skagit Co Oxygen Reimb	\$ -	\$ 1,000	\$ 1,000	
150-150-342-21-00-12	Skagit Co FLSE Funding	\$ -	\$ -	\$ -	
150-150-342-21-00-20	EMS Billings	\$ 443,073	\$ 610,000	\$ 650,000	\$40,000
150-150-342-21-00-30	HUB Training Reimbursements	\$ -	\$ 15,000	\$ 15,000	
150-150-342-23-00-00	X Skagit Co FLSE Funding	\$ -	\$ -	\$ -	
150-150-342-25-00-00	X EMS Billings-Governmental	\$ -	\$ -	\$ -	
150-150-342-25-00-01	X EMS Billings-Insurance	\$ -	\$ -	\$ -	

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Account Number	Description	2022 YTD Actuals Through Aug 31, 2022	2022 Budget After Amendments	2023 Proposed	2023 Proposed vs 2022 Budget
150-150-342-25-00-02	X EMS Billings-Private Pay	\$ -	\$ -	\$ -	
150-150-342-27-00-00	X Hub Training Reimbursements	\$ -	\$ -	\$ -	
342	Public Safety	\$ 443,073	\$ 626,000	\$ 666,000	\$40,000
345	Natural & Economic Environment				
150-150-345-85-00-00	Impact Fees - Fire	\$ -	\$ -	\$ -	
345	Natural & Economic Environment	\$ -	\$ -	\$ -	
361	Interest & Other Earnings				
150-150-361-11-00-00	Investment Earnings	\$ -	\$ -	\$ -	
361	Interest & Other Earnings	\$ -	\$ -	\$ -	
367	Nongvt Contribution Donations				
150-150-367-00-00-00	Donations,Grants from Non Govt	\$ 190	\$ -	\$ -	
367	Nongvt Contribution Donations	\$ 190	\$ -	\$ -	
369	Other Miscellaneous Revenues				
150-150-369-91-00-00	Other Miscellaneous Revenues	\$ 3,658	\$ -	\$ -	
369	Other Miscellaneous Revenues	\$ 3,658	\$ -	\$ -	
395	Disposition of Capital Assets				
150-150-395-20-00-00	Insurance Recoveries	\$ -	\$ -	\$ -	
395	Disposition of Capital Assets	\$ -	\$ -	\$ -	
397	Transfers In				
150-150-397-00-00-00	Transfer In - General	\$ 2,143,023	\$ 3,102,035	\$ 2,886,827	(\$215,208)
397	Transfers In	\$ 2,143,023	\$ 3,102,035	\$ 2,886,827	(\$215,208)

2023 Proposed Budget
City of Burlington
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October 13, 2022

Account Number	Description	2022 YTD Actuals Through Aug 31, 2022	2022 Budget After Amendments	2023 Proposed	2023 Proposed vs 2022 Budget
398	Insurance Recoveries				
150-150-398-10-00-00	Insurance Recoveries	\$ -	\$ -	\$ -	
398	Insurance Recoveries	\$ -	\$ -	\$ -	
522	Fire & Emergency Medical				
150-150-522-20-10-00	Fire Salaries & Wages	\$ 1,632,333	\$ 2,632,283	\$ 2,447,591	(\$184,692)
150-150-522-20-10-10	Fire Part Time Wages	\$ 125,756	\$ 208,644	\$ 144,540	(\$64,104)
150-150-522-20-10-20	Fire Hub Training Wages	\$ -	\$ -	\$ -	
150-150-522-20-11-00	Fire Overtime	\$ 392,615	\$ 120,832	\$ 140,000	\$19,168
150-150-522-20-11-05	Fire Overtime - Training	\$ 14,909	\$ 65,000	\$ 65,000	
150-150-522-20-11-20	Fire Hub Training Overtime	\$ 1,808	\$ 10,000	\$ 10,000	
150-150-522-20-12-00	EMS Holiday Pay	\$ 9,059	\$ 124,450	\$ 124,450	
150-150-522-20-19-00	Fire Salaries Indirect Cost	\$ 201,465	\$ 271,781	\$ 302,198	\$30,417
150-150-522-20-21-00	Fire Retirement	\$ 119,443	\$ 178,467	\$ 159,195	(\$19,272)
150-150-522-20-21-10	Fire Retirement - Other	\$ -	\$ -	\$ -	
150-150-522-20-22-00	Fire L & I	\$ 78,482	\$ 182,443	\$ 164,476	(\$17,967)
150-150-522-20-23-00	Fire FICA/Medicare	\$ 48,826	\$ 64,132	\$ 60,492	(\$3,640)
150-150-522-20-24-00	Fire Medical Insurance	\$ 305,719	\$ 469,992	\$ 516,786	\$46,795
150-150-522-20-26-00	Fire ESD	\$ 3,521	\$ 4,170	\$ 3,933	(\$238)
150-150-522-20-28-00	Fire Deferred Comp Match	\$ 38,397	\$ 148,445	\$ 141,037	(\$7,408)
150-150-522-20-31-00	Fire Office Supplies	\$ 3,650	\$ 8,000	\$ 8,000	
150-150-522-20-31-10	Fire Operating Supplies	\$ 4,235	\$ 10,000	\$ 10,000	
150-150-522-20-31-15	Fire Medical Operating Supplie	\$ 41,839	\$ 75,987	\$ 75,000	(\$987)
150-150-522-20-31-20	Fire FLSE Operating Supplies	\$ 1,215	\$ 500	\$ 500	
150-150-522-20-31-25	Fire Supplies-EMS Grant	\$ -	\$ -	\$ -	
150-150-522-20-31-30	Fire Uniform & Clothing	\$ 63,498	\$ 75,000	\$ 80,000	\$5,000

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City of Burlington
Street, Fire/EMS Funds
October 13, 2022

Account Number	Description	2022 YTD Actuals Through Aug 31, 2022	2022 Budget After Amendments	2023 Proposed	2023 Proposed vs 2022 Budget
150-150-522-20-31-40	Fire FLSE Uniform & Clothing	\$ -	\$ -	\$ -	
150-150-522-20-32-00	Fire Fuel Consumed	\$ 24,982	\$ 28,800	\$ 31,500	\$2,700
150-150-522-20-35-10	Fire Small Tools & Equip	\$ 5,044	\$ 30,000	\$ 30,000	
150-150-522-20-35-11	Supplies-Ladder Truck	\$ -	\$ -	\$ -	
150-150-522-20-35-20	Fire FLSE Small Tools & Equip	\$ -	\$ -	\$ -	
150-150-522-20-41-00	Fire Professional Services	\$ 71,698	\$ 125,000	\$ 125,000	
150-150-522-20-41-01	Fire Services Indirect Cost	\$ 35,593	\$ 68,224	\$ 53,389	(\$14,835)
150-150-522-20-42-00	Fire Communications	\$ -	\$ 7,000	\$ 16,000	\$9,000
150-150-522-20-42-10	Fire Cell Phone	\$ 5,878	\$ 9,200	\$ 9,200	
150-150-522-20-42-20	Fire Postage	\$ 67	\$ 100	\$ 125	\$25
150-150-522-20-42-30	Fire Telephone	\$ 528	\$ 860	\$ 860	
150-150-522-20-43-00	Fire Travel	\$ 2,835	\$ 10,000	\$ 14,000	\$4,000
150-150-522-20-45-10	Fire Rentals	\$ 1,139	\$ 1,500	\$ 1,500	
150-150-522-20-45-15	Fire Transfer to ER & R	\$ -	\$ -	\$ -	
150-150-522-20-45-51	Fire Trsf to ER&R	\$ 212,000	\$ 318,000	\$ 312,500	(\$5,500)
150-150-522-20-45-52	Fire EMS Trsf to CR&R	\$ 14,101	\$ 21,152	\$ 37,340	\$16,188
150-150-522-20-46-00	Insurance Premiums	\$ 85,048	\$ 85,048	\$ 85,048	
150-150-522-20-47-00	Fire Utilities	\$ -	\$ -	\$ -	
150-150-522-20-48-00	Fire Repair & Maintenance	\$ 8,193	\$ 11,000	\$ 12,000	\$1,000
150-150-522-20-48-01	Fire Rep & Maint 99 F250	\$ 276	\$ 1,000	\$ 1,000	
150-150-522-20-48-02	Fire Rep & Maint 03 Tahoe	\$ 580	\$ 500	\$ 500	
150-150-522-20-48-03	Fire Rep & Maint 09 Tahoe	\$ 594	\$ 4,000	\$ 4,000	
150-150-522-20-48-04	Rep & Maint Div Chf EMS	\$ -	\$ 1,500	\$ 2,000	\$500
150-150-522-20-48-05	Fire Rep & Maint 13 Tahoe	\$ 1,520	\$ 2,500	\$ 3,000	\$500
150-150-522-20-48-10	Fire Rep & Maint Hydrants	\$ -	\$ 2,500	\$ 2,500	
150-150-522-20-48-21	Fire Rep & Maint 03 Pierce	\$ 5,696	\$ 5,000	\$ 7,500	\$2,500
150-150-522-20-48-22	Fire Rep & Mint 09 Crimson	\$ 8,344	\$ 5,000	\$ 7,500	\$2,500

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City of Burlington
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Account Number	Description	2022 YTD Actuals Through Aug 31, 2022	2022 Budget After Amendments	2023 Proposed	2023 Proposed vs 2022 Budget
150-150-522-20-48-40	Fire Rep & Maint 96 LTI	\$ -	\$ -	\$ -	
150-150-522-20-48-41	Fire Rep & Maint 2018 Pierce	\$ 26,175	\$ 15,000	\$ 17,000	\$2,000
150-150-522-20-48-60	Fire Rep & Maint 97 E350	\$ -	\$ -	\$ -	
150-150-522-20-48-61	Rep & Maint Rsv Amb	\$ 1,007	\$ 2,500	\$ 2,750	\$250
150-150-522-20-48-62	Fire Rep & Maint BLS	\$ 2,196	\$ 7,500	\$ 10,000	\$2,500
150-150-522-20-48-63	Fire Rep & Maint ALS	\$ 5,913	\$ 7,500	\$ 10,000	\$2,500
150-150-522-20-49-10	Fire Dues & Subscriptions	\$ 23,623	\$ 40,000	\$ 44,000	\$4,000
150-150-522-20-49-20	Fire Training & Education	\$ 21,329	\$ 45,000	\$ 48,000	\$3,000
150-150-522-20-49-50	Fire-EMS Start Up Expenses	\$ -	\$ -	\$ -	
150-150-522-20-49-90	Enhanced 911	\$ 15,108	\$ 12,822	\$ 15,364	\$2,542
150-150-522-20-69-00	EMS Impact Fees Refunds	\$ -	\$ -	\$ -	
150-150-522-50-46-00	Facilities Insurance Premiums	\$ 15,044	\$ 15,044	\$ 15,044	
522	Fire & Emergency Medical	\$ 3,681,279	\$ 5,533,374	\$ 5,371,816	(\$161,558)
594	Capital Expenditures				
150-150-594-22-60-00	Fire Capital Expenditure	\$ 52,139	\$ 52,140	\$ 52,140	
594	Capital Expenditures	\$ 52,139	\$ 52,140	\$ 52,140	
597	Transfers Out				
150-150-597-00-01-50	Transfer to - ER & R	\$ -	\$ -	\$ -	
150-150-597-00-05-02	Transfer to - CR & R	\$ -	\$ -	\$ -	
597	Transfers Out	\$ -	\$ -	\$ -	
150	Fire/EMS	\$ (428,827)	\$ 63,957	\$ 4,000	(\$59,957)
588	Prior Period Adjustment				
150-999-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	

**2023 Proposed Budget
City of Burlington
Street, Fire/EMS Funds
October 13, 2022**

Account Number	Description	2022 YTD Actuals Through Aug 31, 2022	2022 Budget After Amendments	2023 Proposed	2023 Proposed vs 2022 Budget
588	Prior Period Adjustment	\$ -	\$ -	\$ -	
999	Department	\$ -	\$ -	\$ -	
	Fund Balance Total	\$ -	\$ -	\$ -	
	Revenue Total	\$ 4,165,709	\$ 5,521,829	\$ 5,423,956	(\$97,872)
	Expense Total	\$ 3,733,418	\$ 5,585,514	\$ 5,423,956	(\$161,558)
	Grand Total	\$ 432,291	\$ (63,686)	\$ -	\$63,686
150	Fire	\$ 432,291	\$ (63,686)	\$ -	\$63,686

City of Burlington
2023 Proposed Budget
November 22, 2022 Public Hearing

Fund No.	Fund Name	Beginning Bal	Revenues	Expenditures	Ending Bal	Note
001	General Fund					
101	Street	\$50,000	\$1,055,675	\$1,055,675	\$50,000	
102	Arterial Street	\$288,000	\$ 5,742,090.00	\$ 4,943,000.00	\$1,087,090	2
103	First Step Center Operating	\$74,872	\$ 80,000.00	\$ 80,000.00	\$74,872	
104	1590	\$814,921	\$ 1,100,000.00	\$ 1,100,000.00	\$814,921	
105	Fiber	\$302,483	\$ 215,000.00	\$ 215,700.00	\$301,783	
107	Park Endowment	\$25,280	\$ -	\$ 3,050.00	\$22,230	
116	Cemetery	\$57,927	\$ 101,342.00	\$ 101,341.00	\$57,928	
119	Substance Abuse	\$26,852	\$ -	\$ 10,350.00	\$16,502	
150	Fire/EMS	\$788,000	\$5,423,956	\$5,423,956	\$788,000	
197	Lodging Tax	\$766,177	\$ 455,000.00	\$ 600,000.00	\$621,177	
201	Debt Service	\$271,846	\$ 314,980.00	\$ 314,980.00	\$271,846	
300	General Reserve					
301	Capital Improvement					
303	First Step Center Construction					
311	Park Capital Improvement					
401	Sewer					
402	Sewer Reserve					
425	Storm					
426	Storm Reserve					
501	ER&R					
502	CR&R					
701	Cemetery Endowment					
TOTAL		\$3,466,358	\$14,488,043	\$13,848,052	\$4,106,349	

Notes

1 - The beginning cash balance projections were based on YTD data through August 31, 2022

2 - Expenses in this fund represent the transfer of \$288k back to Fund 001

3 - 2023 revenues include \$288k transfer in from Fund 102



FUTURE COUNCIL AGENDA

October 27, 2023 Council Meeting

BUDGET WORKSHOP – 6PM – Current Expense Fund

Discussion – Preferred Use of Carnegie Library Building

Bid Award for Renovation of Fire Hall

Interlocal Agreement – Community Court 2023 - 2025

Authorization for Police Drone Purchase

Development Agreement with Sage Homes

Construction Agreement with Sage Homes

Arts Commission Creation Discussion

Adoption of Revised Shoreline Management Plan

Revisions to Community Development Fee Schedule – Inflation Adjustment & Fee for Third Party Reviews

November 10, 2022 Council Meeting

BUDGET WORKSHOP – 6PM – New Employee Requests

Public Hearing – Proposed 2023 Budget

Discussion – The “Treeing” of Fairhaven

Presentation – Thru-October Financial Data

Discussion – Ordering of Bathroom for Rotary Park

Professional Service Agreement – DOE Boat Launch Maintenance Permit

November 17, 2022

BUDGET WORKSHOP – 6PM – Review of 2023 CIP



FUTURE COUNCIL AGENDA

Page 2

November 22, 2022 Council Meeting - TUESDAY

Final Public Hearing – 2023 Budget

Ordinance Adopting 2023 Budget

Ordinance Amending 2022 Budget

Ordinance Setting 2023 Property Tax Levy

Ordinance Related to Water Utility Tax

December 8, 2022 Council Meeting

Presentation – Thru-November Financial Data

Discussion – Potential Road and Access Improvements to Skagit River Park

Presentation - Options for New City Gateway Entrance Signage

December 22, 2022 Council Meeting

Potentially Cancelled

October 2022

October 2022							November 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	1	6	7	1	2	3	4	5
9	10	11	12	13	14	8	13	14	8	9	10	11	12
16	17	18	19	20	21	15	20	21	15	16	17	18	19
23	24	25	26	27	28	22	27	28	22	23	24	25	26
30	31					29			29	30			

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Sep 25	26	27	28	29	30	Oct 1
2	3	4 6:00pm Library Board (Library Meeting Room)	5	6	7	8
9	10	11 2:00pm Historical Preservation Board 4:00pm Public Safety 5:30pm Parks Board	12	13 4:00pm Audit & Finance Committee 7:00pm Council Meeting (Council Chambers)	14	15
16	17	18 4:00pm Public Works Committee (Telephonic)	19 1:00pm SKAT Board (Burlington City Hall) 5:30pm Planning Commission (Council)	20	21	22
23	24	25 4:00pm Homeless Transition Committee (Zoom)	26 9:00am Downtown Burlington Association (Visitor Information)	27 4:00pm Audit & Finance (Telephonic) 7:00pm Council Meeting (Council Chambers)	28	29
30	31	Nov 1	2	3	4	5

November 2022

November 2022							December 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
6	7	1	2	3	4	5	4	5	6	7	1	2	3
13	14	8	9	10	11	12	11	12	13	14	15	16	17
20	21	15	16	17	18	19	18	19	20	21	22	23	24
27	28	22	23	24	25	26	25	26	27	28	29	30	31

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Oct 30	31	Nov 1 6:00pm Library Board (Library Meeting Room)	2	3	4	5
6	7	8 4:00pm Public Safety Committee (via Zoom) 5:30pm Parks Board (Zoom)	9	10 4:00pm Audit & Finance Committee (Telephonic) 7:00pm Council Meeting (Council Chambers)	11	12
13	14	15 4:00pm Public Works Committee (Telephonic)	16 1:00pm SKAT Board (Burlington City Hall) 5:30pm Planning Commission (Council Chambers)	17	18	19
20	21	22 4:00pm Homeless Transition Committee (Zoom)	23 9:00am Downtown Burlington Association (Visitor Information Center/Chamber of Commerce)	24 4:00pm Audit & Finance (Telephonic) 7:00pm Council Meeting (Council Chambers)	25	26
27	28	29	30	Dec 1	2	3

ADMINISTRATOR'S REPORT

City Administrator's Report

City Council Meeting of October 13, 2022

Greetings All

Well, it appears that Fall is upon us – leaves turning yellow and our thoughts centered on the 2023 Budget. On that note, we will begin next Thursday at 6PM to go over the next installment in the 2023 budget development process. Joe Stewart will go over the Street Fund #101 and Fire/EMS Fund #150. We have included the Budget Workshop materials in your packet so you will be able to review this information prior to the Workshop

As you will remember, these two funds (along with the Cemetery Fund) are financially supported by the General Fund since they do not generate enough internal revenue to totally offset their operational costs. As a result, you will see a Transfer from the General Fund into these Fund which serve to equalize the anticipated 2023 revenues and expenditures.

Following the Budget Workshop, we will turn our attention to the Regular Council Agenda. The agenda is light so we should be able to work through it in a reasonable amount of time.

We will hear a presentation and see a slideshow from our mural artist, Christen Maddox, highlighting the process she and the myriad of volunteers went through to construct and paint this new addition to the Fairhaven Streetscape. I think you will enjoy her presentation.

Following this, we will address the Consent Agenda. On Consent, we have three items:

- Request for a Street closure on October 15th to hold a celebration event for the recently completed mural. Ms. Maddox should be at the meeting to answer any questions you may have as the planned events.
- Request for a Sidewalk closure on October 22nd in front of the Railroad Pub on Section Street for a Halloween event.
- Request for a Street Closure on November 12 in support of our annual Veteran's Day Parade.

After Consent, we will be holding the first required Public Hearing on the 2023 Property Tax Levy. As noted, this is required by law and it is meant to provide an opportunity for any citizen to voice their opinion on next year's property tax levy. Please note that you will *not* be deciding the 2023 property tax levy at this meeting. At our November 22nd Council meeting we will hold the second required Public Hearing and actually discuss and adopt the formal Ordinance setting the property tax levy for the year 2023.

The final item on the agenda is the 2023 Lodging Tax grant recommendations. The Lodging Tax Advisory Committee has met and their recommended awards for next years are detailed in your packet. For the most part, the entities that applied for lodging tax awards this year are the same as in prior years. Not surprisingly, with higher costs for many items, their dollar ask were slightly more than in previous years. The Advisory Committee did a good job debating the merits of the requests and reduced the awards to fit into our anticipated available funding.

Well, that is all for now – see you at 6PM Thursday.

MINUTES

CITY OF BURLINGTON, WA

September 22, 2022

Following the 6 p.m. 2023 Budget Workshop, **Mayor Steve Sexton** called the meeting to order at 7:08 p.m. with the Pledge of Allegiance. Councilmembers present: Bill Aslett, Keith Chaplin, Joe DeGloria, Scott Green and Jamie Weiss, with Councilmember James Stavig calling in remotely. Staff present: Jenny Cole, Brad Johnson, Leif Johnson, Marv Pulst, Jim Rabenstein, Joe Stewart, Sarah Ward and Greg Young.

Councilors Aslett/Green made a motion to excuse **Councilmember Anna Chotzen** from the September 22, 2022 Council meeting. All in favor; motion carried.

MINUTES:

A motion was made by **Councilors Aslett/DeGloria** to approve the minutes of the September 8, 2022 City Council meeting. All in favor; motion carried.

AUDIT OF BILLS:

Councilor Scott Green shared that all budget questions were answered satisfactorily at the Audit & Finance meeting and proceeded to present City Expenses including payments of note for the September 22, 2022 AP cycle: \$19K for the Dog Park, \$8.5K for Cross Island Consulting, \$15.5K for SR20/Skagit Street Signalization Project, about \$348K to SRV for the Sewer Replacement & George Hopper Signal update projects, another \$19K for George Hopper to Transtech, and \$101K to Western Systems for Pipeline Inspection Equipment.

A motion was made by **Councilors Green/DeGloria** to approve Accounts Payable invoices to be paid as of September 25, 2022 in the amount of \$695,007.59 and Payroll Expenses for Pay Period ending September 15, 2022 in the amount of \$759,369.09. All in favor; motion carried.

PUBLIC COMMENTS:

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.

A City of Burlington resident, Roy Eddleman, brought concerns about unsafe roadways before Council as a follow-up to the September 8, 2022 Council meeting, specifically requesting additional stop signs and a cross-walk as a traffic deterrent. Furthermore, Eddleman invited Councilmembers to attend a NWCI (Northwest Carpenters Institute of Washington) event for a Burlington Training Center Grand Opening on September 29, 2022.

September 22, 2022

The evening's second Public Comment was from the Burlington Parks & Rec Board member Elizabeth Turman-Bryant and Christen Mattix, the mural artist of Fairhaven & Anacortes Street. First, Christen Mattix announced the completion of the project and thanked the City of Burlington for their support and financial contribution to the project. They then introduced the idea of a block closure from 2 p.m. to 6 p.m. on October 15th to celebrate the completion of the artwork with a formal approval being presented at the next City Council meeting. **Councilor Joe DeGloria** noted the 4 hour closure and proposed shortening the timeframe, especially on a main intersection during a busy time of day. There was a suggestion to limit the road closure from 3:00-5:30 p.m.

MAYOR'S UPDATE:

Mayor Sexton updated Council on a kickoff meeting with the North Star Project of about 26 stakeholders including a range of hospitals, health & service providers, city planners, and municipalities. The meeting surpassed expectations and set the tone for complimentary versus competitive work. Jennifer Johnston will continue to update Council about the North Star Project progress at future meetings.

OFFICER'S REPORTS:

City Administrator Greg Young spoke on behalf of Finance Director Joe Stewart, describing the financials provided in the City Council meeting packets.

Parks Supervisor Jim Rabenstein reported on Dog Park project updates and the remaining work to be completed and encouraged Council to view the Skagit River Park on weekend, which is when the park receives the most visitors. **Councilor Aslett** noted the Dog Park already seeing use from dog owners. New irrigation equipment has been tested, and might require a few adjustments, but overall is working as expected. Turf maintenance is underway and the West field should be completed by next week. There is a grant application waiting review for the City of Burlington Inclusive Playground design, which is highly ranked and well-placed for being awarded. The last weekend of September the Parks & Rec Department is hosting the revamped B'Town Fall Fest, a two day harvest festival, in Skagit River Park. **Jim Rabenstein** shared that the CoB Parks & Rec department was awarded \$100K money from the Lodging Tax Grant.

City Administrator Greg Young announced a Traffic Calming Workshop to be held Thursday, September 29 at 6 p.m. which is an off week from regularly held Council Meetings.

PROCLAMATION:

September 22, 2022

Mayor Sexton read a proclamation announcing September as a Hunger Action Month in the City of Burlington.

PRESENTATION:

The first presentation was from Käären Flint of Helping Hands Food Bank. Council learned statistics about food insecurity, average cost per meal, local programs and partnerships that Helping Hands participates in or runs. Helping Hands, like other food banks, is a resource for community members, especially ones, that might not qualify for food assistance as they do not require any collection of client information to participate. There is a new Helping Hands location in the City of Burlington at the Inspire Church, open from 3 p.m. – 6 p.m. on Fridays. **Councilor Aslett** thanked Käären for their work and **Mayor Sexton** added that there are other food banks in the region with food insecurity being a bigger issue than perhaps realized.

The second presentation was from Ian Faley of The Boys & Girls Club who updated Council on the Summer Experiences & Enrichment for Kids (SEEK) grant funding. The SEEK program for Summer Breeze at Maiben Park was free to attend with transportation also provided. There was 10 weeks of programs with an emphasis on getting kids outside, Summer Brain Gain, and enrichment opportunities through weekly field trips. **Councilor Aslett** commented on how many children benefit from programs like this outside of school hours, specifically noting the success at LU school. **Councilor Chaplin** inquired whether the program would possibly run during the summer of 2023 or in the future. **Mayor Sexton** emphasized that field trips leave a lasting impression.

CONSENT AGENDA:

Councilors DeGloria/Green moved to approve the Consent Agenda for September 22, 2022. All in favor; motion carried.

UNFINISHED BUSINESS:

No Unfinished Business.

NEW BUSINESS:

Revised Zoning Map

Brad Johnson, the Community Development Director, presented a Comprehensive Plan update in the form of a revised Zoning Map to Council. The Planning Commission and City Council previously voted to revise the Land Use Element of the Comprehensive Plan, therefore a revised Zoning Map is required to be adopted. A Zoning Map is very detailed and must be consistent

September 22, 2022

with the Comprehensive Plan Map per state law. The Councilors had a robust conversation with **Brad Johnson, the Community Development Director**, regarding specific maps and regions in the city and the corresponding changes. Both **Councilors Aslett and Weiss** acknowledged the impressive undertaking of this project and thanked the Community Development team for the level of detail and professional documentation. **Councilor Chaplin** attended some of the Public Hearing meetings and noted that there was often a tight margin in the votes. There was a question from **Councilor Stavig** about business owners that might want to operate a business outside of an approved zone. **Brad Johnson** explained that while uncommon a business owner could request a change through a Hearing Examiner, a process that can only happen once in a year. **Councilor DeGloria** had several specific questions and zoning references that were answered by **Brad Johnson**, some instances were slight typos to be corrected and other responses included detailed explanations about zoning and development details for each referenced area. **Councilor DeGloria** appreciated the effort of the work involved in creating the Zoning Map and **Councilor Chaplin** was curious if anything stood out to **Brad Johnston** and his team throughout the planning update process. **Johnston** predicts a final adoption of the updated materials in late December or January and noted that even at the end of this giant revision process, these documents will never be perfect, continuing to require updates yearly for improvements. The original plan was done in the 1920's and any updates made henceforth were only additions or variations from that "status quo" document. The original zoning reflects an interest to control who was neighbors with whom and the result has led to a housing crisis.

Councilors Aslett/Chaplin made a motion to accept the Planning Commission's recommendation dated April 20, 2022 and authorize the Mayor to sign the attached resolution. All in favor; motion carried.

Economic Development Element

Brad Johnson, the Community Development Director, presented the Western Washington Center for Economic and Business Research compiled report that the Planning Commission used to adopt a new Economic Development Element that is recommended by Community Development to be adopted by the City Council. Some ideas considered in the report were to look at economic development opportunities in the City of Burlington such as light industrial centers including tech schools, health care, and warehouses. Zoning would need to allow for things like offices, medical clinics, higher education and so forth. There was an emphasis on the education to job pathways and opportunities for good paying jobs available in the local community. A product of higher paying local jobs could be more income to spend at local retail outlets. **Councilor Green** inquired on impact fees, **Councilor DeGloria** highlighted statistics listed

September 22, 2022

on page 9 of the report and the importance of taxes on City residents. **Councilor Weiss** noted that the data shared in the report was eye-opening and informative. **Councilor Stavig** also had comments and concerns about the 2020 Census and median household income data and the impact of taxes on poverty levels. **Councilor Aslett** appreciated the work of Western Washington University working with local municipalities on research. **Brad Johnson** shared that employment data is often challenging to collect, and also that Western was a good partner to work with, they charged a flat fee and made revisions and corrections as requested. About every 6 years the document is intended to be updated.

Councilors Aslett/Green made a motion to accept the Planning Commission's recommendation dated April 20, 2022 and authorize the Mayor to sign the attached resolution. All in favor; motion carried.

2nd Community Garden Proposal

City Administrator Greg Young initiated a dialogue with City Council about the possibility of doing community outreach to gauge interest in a 2nd Community Garden in the Jason Boerner Park (located near West View elementary school). There were several ideas that included adding mailers to sewer bills, creating bilingual outreach materials in both Spanish and English, engaging in conversation with the adjacent elementary school, or approaching the nearby apartment complex management with flyers. **Councilor Stavig** expressed concerns with the priority of this topic and suggested asking for community input more often. **Sarah Ward, the Library and Parks and Rec Department Director**, recalled interest in polling local community on the topic of a 2nd community garden. A common interest of the Council and City staff was asking the community for shared input on the vision for park usage in Burlington.

COMMITTEE & BOARD REPORTS:

There was a Public Works Committee update presented by **Councilor Chaplin** regarding safety updates, the shared use trail is ready to proceed, grant applications for the railroad with BNSF. The Lodging Tax Committee met and was able to fund all but one applicant, with \$840K in funding requests they were able to award \$610K to local organizations and programs.

COUNCIL COMMENTS:

Councilor Green noted the creation of more safe zones for staff in the lobby. **Councilor Aslett** proposed to learn more about the non-badged person on staff with Mount Vernon PD and shared that **Chief Luvera** has seen a stabilization in staffing levels. **Councilor Chaplin** requested Council Comments to be restored to its original place on the Council Meeting Agenda.

September 22, 2022

DISCUSSION:

No Discussion.

EXECUTIVE SESSION:

No Executive Session.

ADJOURNMENT:

Mayor Sexton adjourned the meeting at 9:26 p.m.

Joseph Stewart
Finance Director

Steve Sexton
Mayor

AUDIT OF BILLS

City of Burlington

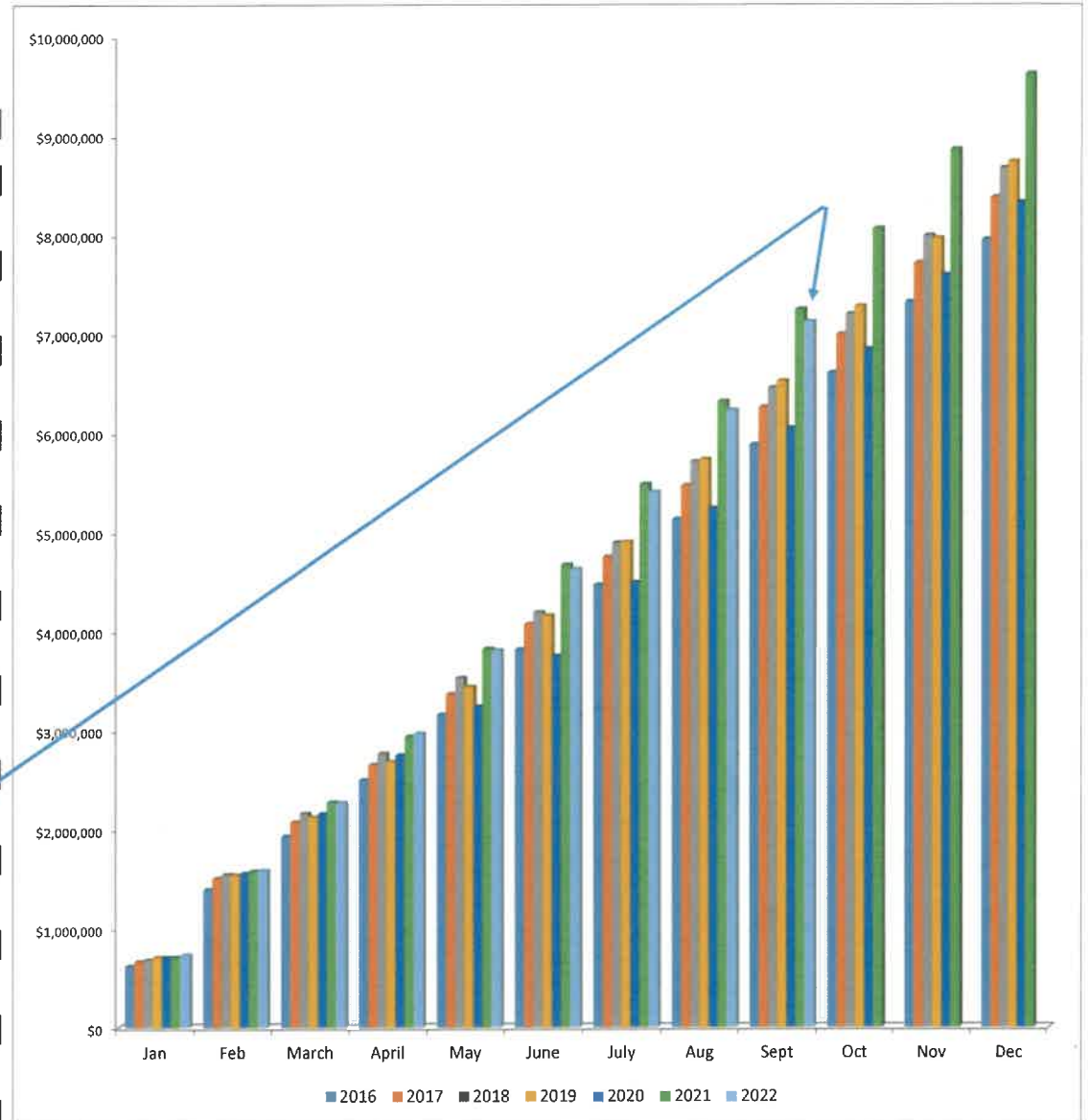
CUMMULATIVE SALES TAX

2016 to 2022

Sales Tax Through SEPTEMBER 2022

(represents sales in July)

Month	2016	2017	2018	2019	2020	2021	2022	22 Vs. 21
Jan	\$614,050	\$663,638	\$678,684	\$705,361	\$700,630	\$704,587	\$725,249	
YTD	\$614,050	\$663,638	\$678,684	\$705,361	\$700,630	\$704,587	\$725,249	\$20,662
Feb	\$769,359	\$836,756	\$860,124	\$825,878	\$846,853	\$864,287	\$850,454	
YTD	\$1,383,409	\$1,500,394	\$1,538,808	\$1,531,239	\$1,547,483	\$1,568,874	\$1,575,703	\$6,829
March	\$538,174	\$566,119	\$615,090	\$587,414	\$599,803	\$697,765	\$684,978	
YTD	\$1,921,583	\$2,066,513	\$2,153,898	\$2,118,653	\$2,147,286	\$2,266,639	\$2,260,681	(\$5,958)
April	\$569,386	\$580,274	\$606,536	\$556,500	\$593,041	\$662,310	\$700,023	
YTD	\$2,490,969	\$2,646,787	\$2,760,434	\$2,675,153	\$2,740,327	\$2,928,949	\$2,960,704	\$31,755
May	\$659,438	\$714,478	\$763,293	\$759,575	\$491,249	\$887,504	\$838,191	
YTD	\$3,150,407	\$3,361,265	\$3,523,727	\$3,434,728	\$3,231,576	\$3,816,453	\$3,798,895	(\$17,558)
June	\$656,789	\$705,276	\$660,408	\$719,551	\$510,249	\$846,077	\$818,721	
YTD	\$3,807,196	\$4,066,541	\$4,184,135	\$4,154,279	\$3,741,825	\$4,662,530	\$4,617,616	(\$44,914)
July	\$653,500	\$677,993	\$703,265	\$740,971	\$740,476	\$813,289	\$779,768	
YTD	\$4,460,696	\$4,744,534	\$4,887,400	\$4,895,250	\$4,482,301	\$5,475,819	\$5,397,384	(\$78,435)
Aug	\$660,994	\$720,105	\$818,797	\$831,620	\$749,201	\$836,688	\$825,602	
YTD	\$5,121,690	\$5,464,639	\$5,706,197	\$5,726,870	\$5,231,502	\$6,312,507	\$6,222,986	(\$89,521)
Sept	\$753,774	\$787,569	\$743,812	\$792,200	\$807,186	\$928,142	\$891,802	
YTD	\$5,875,464	\$6,252,208	\$6,450,009	\$6,519,070	\$6,038,688	\$7,240,649	\$7,114,788	(\$125,861)
Oct	\$722,241	\$737,573	\$743,358	\$752,471	\$797,900	\$814,606		#####
YTD	\$6,597,705	\$6,989,781	\$7,193,367	\$7,271,541	\$6,836,588	\$8,055,255		#####
Nov	\$719,058	\$722,741	\$791,576	\$686,152	\$749,848	\$799,157		#####
YTD	\$7,316,763	\$7,712,522	\$7,984,943	\$7,957,693	\$7,586,436	\$8,854,412		#####
Dec	\$627,339	\$656,929	\$680,834	\$772,234	\$730,192	\$763,175		#####
YTD	\$7,944,102	\$8,369,451	\$8,665,777	\$8,729,927	\$8,316,628	\$9,617,587		#####

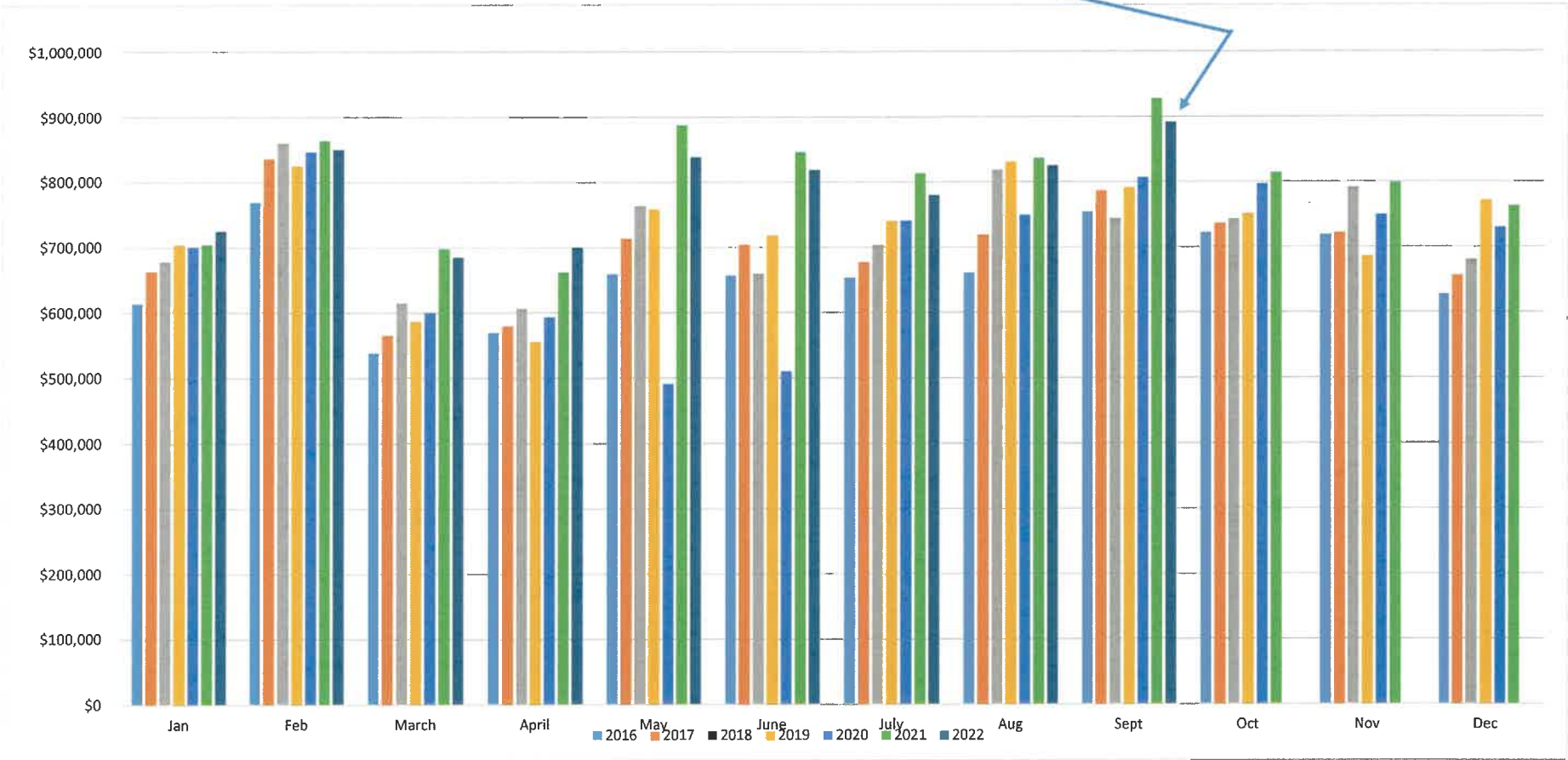


City of Burlington

SALES TAX BY MONTH
2016 to 2022

Sales Tax Through SEPTEMBER 2022

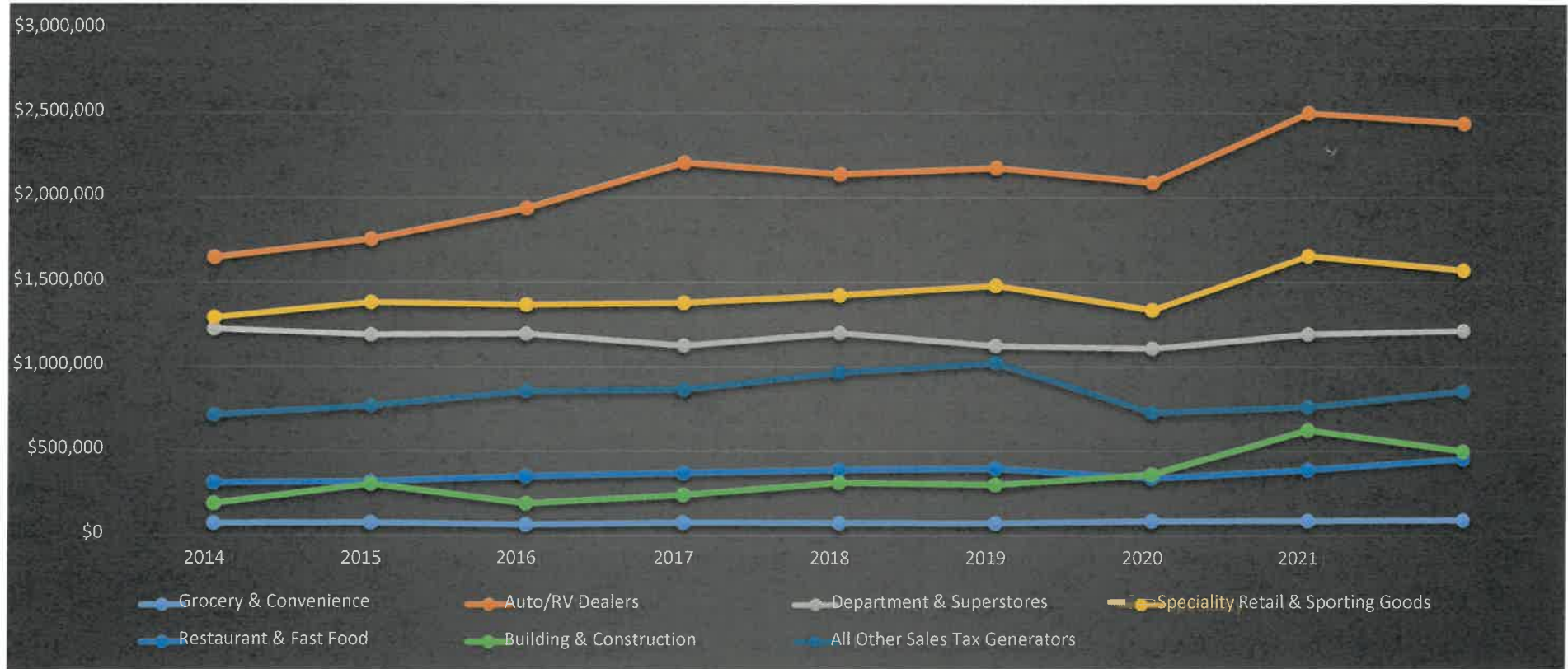
	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
2016	\$614,050	\$769,359	\$538,174	\$569,386	\$659,438	\$656,789	\$653,500	\$660,994	\$753,774	\$722,241	\$719,058	\$627,339
2017	\$663,638	\$836,756	\$566,119	\$580,274	\$714,478	\$705,276	\$677,993	\$720,105	\$787,569	\$737,573	\$722,741	\$656,929
2018	\$678,684	\$860,124	\$615,090	\$606,536	\$763,293	\$660,408	\$703,265	\$818,797	\$743,812	\$743,358	\$791,576	\$680,834
2019	\$705,361	\$825,878	\$587,414	\$556,500	\$759,575	\$719,551	\$740,971	\$831,620	\$792,200	\$752,471	\$686,152	\$772,234
2020	\$700,630	\$846,853	\$599,803	\$593,041	\$491,249	\$510,249	\$740,476	\$749,201	\$807,186	\$797,000	\$749,848	\$730,192
2021	\$704,587	\$864,287	\$697,765	\$662,310	\$887,504	\$846,077	\$813,289	\$836,688	\$928,142	\$814,606	\$799,157	\$763,175
2022	\$725,249	\$850,454	\$684,978	\$700,023	\$838,191	\$818,721	\$779,768	\$825,602	\$891,802			



City of Burlington Sales Tax By Sector

Revenues Through September 2014 to 2022

Business Sector	2014	2015	2016	2017	2018	2019	2020	2021	2022	Percent Change 22 to 21	Dollar Change 22 to 21
Grocery & Convenience	\$72,300	\$75,593	\$64,465	\$74,986	\$73,470	\$71,453	\$84,783	\$86,420	\$90,358	4.56%	\$3,938
Auto/RV Dealers	\$1,645,209	\$1,752,613	\$1,935,524	\$2,205,655	\$2,135,844	\$2,174,210	\$2,087,775	\$2,498,280	\$2,438,396	-2.40%	(\$59,884)
Department & Superstores	\$1,223,259	\$1,189,088	\$1,195,221	\$1,124,978	\$1,198,744	\$1,122,434	\$1,107,522	\$1,190,848	\$1,211,436	1.73%	\$20,588
Speciality Retail & Sporting Goods	\$1,289,427	\$1,378,649	\$1,365,072	\$1,375,971	\$1,421,842	\$1,478,091	\$1,334,091	\$1,653,065	\$1,568,113	-5.14%	(\$84,952)
Restaurant & Fast Food	\$311,920	\$318,777	\$350,145	\$368,282	\$387,379	\$396,098	\$337,347	\$388,023	\$453,595	16.90%	\$65,572
Building & Construction	\$189,342	\$304,272	\$188,565	\$239,374	\$312,722	\$299,660	\$360,799	\$623,023	\$498,895	-19.92%	(\$124,128)
All Other Sales Tax Generators	\$712,917	\$767,812	\$853,145	\$862,599	\$964,110	\$1,020,996	\$726,341	\$759,868	\$854,322	12.43%	\$94,454
TOTAL	\$5,444,374	\$5,786,804	\$5,952,137	\$6,251,845	\$6,494,111	\$6,562,942	\$6,038,658	\$7,199,527	\$7,115,115	-1.17%	(\$84,412)



[Return to Agenda](#)



CONSENT AGENDA – October 13, 2022

1. **Street Closure – Mural Celebration**
2. **Sidewalk Closure – Halloween Event**
3. **Street Closure – Veteran’s Day Parade**

RECOMMENDATION

Motion to approve Consent Agenda Item’s #1 - #3 and authorize the Mayor’s signature on appropriate documents.



ITEM #: 1

CHECK ONE:

NEW BUS. X

OLD BUS.

AGENDA ITEM

Council Date: October 13, 2022

Subject: **Street closure for celebration of recently completed wall mural on S. Anacortes Street (between E. Fairhaven Avenue & Washington Avenue) on Saturday, October 15 from 3:00 – 6:00 p.m.**

Submitted By: Kim O'Hara, Permit Center Manager

Attachments: Street Closure Map

Public Hearing Required: YES () NO (X)

HISTORY AND SUMMARY

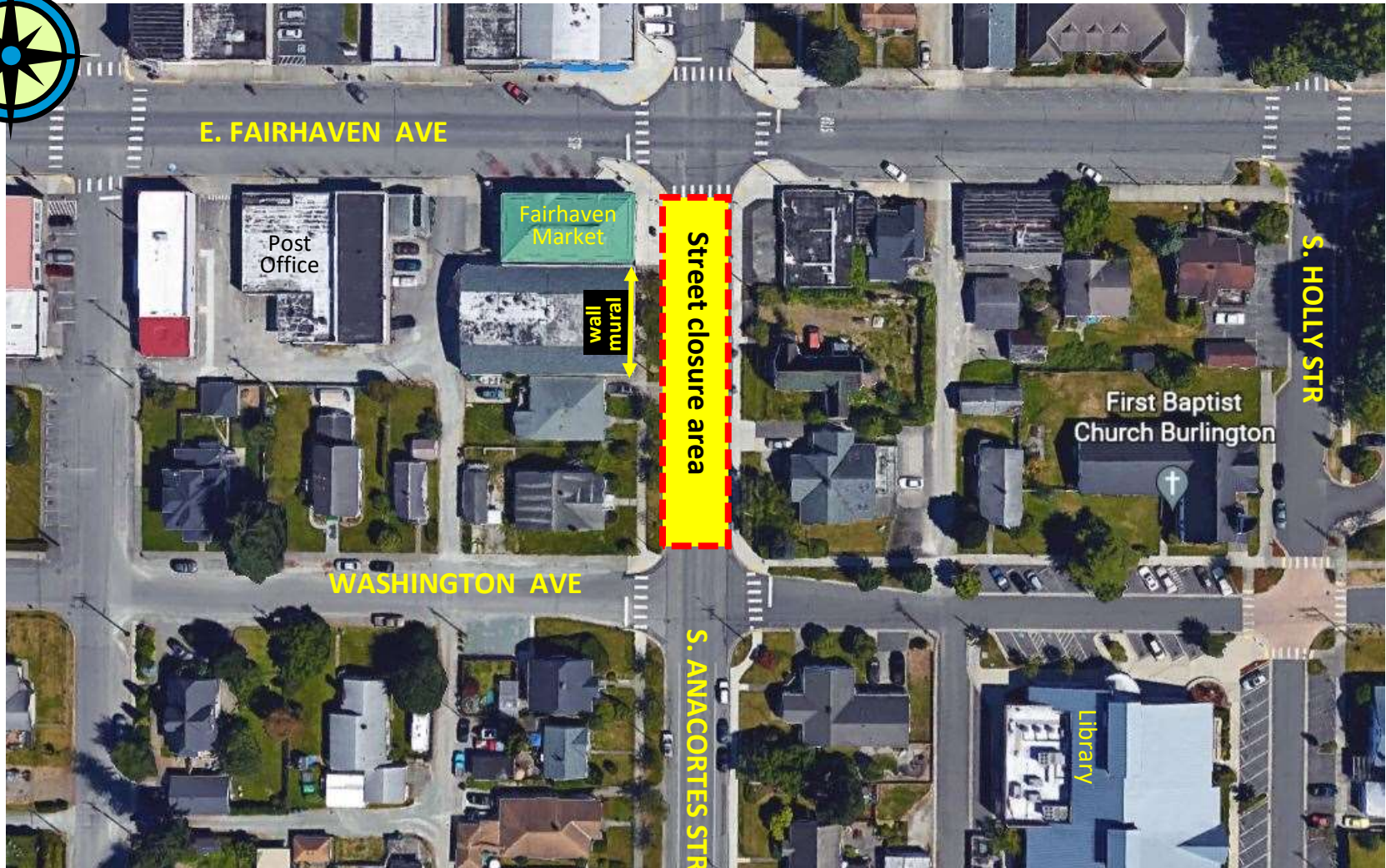
Request to close the 100 block of S. Anacortes Street, between E. Fairhaven Avenue and Washington Avenue, for a community celebration of the recently completed wall mural. The event will include a food truck and folkloric dancers in front of mural. Emergency services have been notified of the event.

STAFF RECOMMENDATION

Planning Department recommends approval of the street closure.

SUGGESTED COUNCIL MOTION LANGUAGE

Motion to approve the street closure on Saturday, October 15, 2022.



**Street Closure – 100 block of S. Anacortes Street
between E. Fairhaven Ave & E. Washington Ave
to celebrate the new wall mural
Saturday, October 15, 2022 ■ 3:00 p.m. – 6:00 p.m.**

[Return to Agenda](#)



ITEM #: 2

CHECK ONE:

NEW BUS. X

OLD BUS.

AGENDA ITEM

Council Date: October 13, 2022

Subject: **Sidewalk closure request by Railroad Pizza on Saturday, October 22, 2022 from Noon – 11:00 p.m.**

Submitted By: Kim O'Hara, Permit Center Manager

Attachments: Sidewalk Closure Map

Public Hearing Required: YES () NO (X)

HISTORY AND SUMMARY

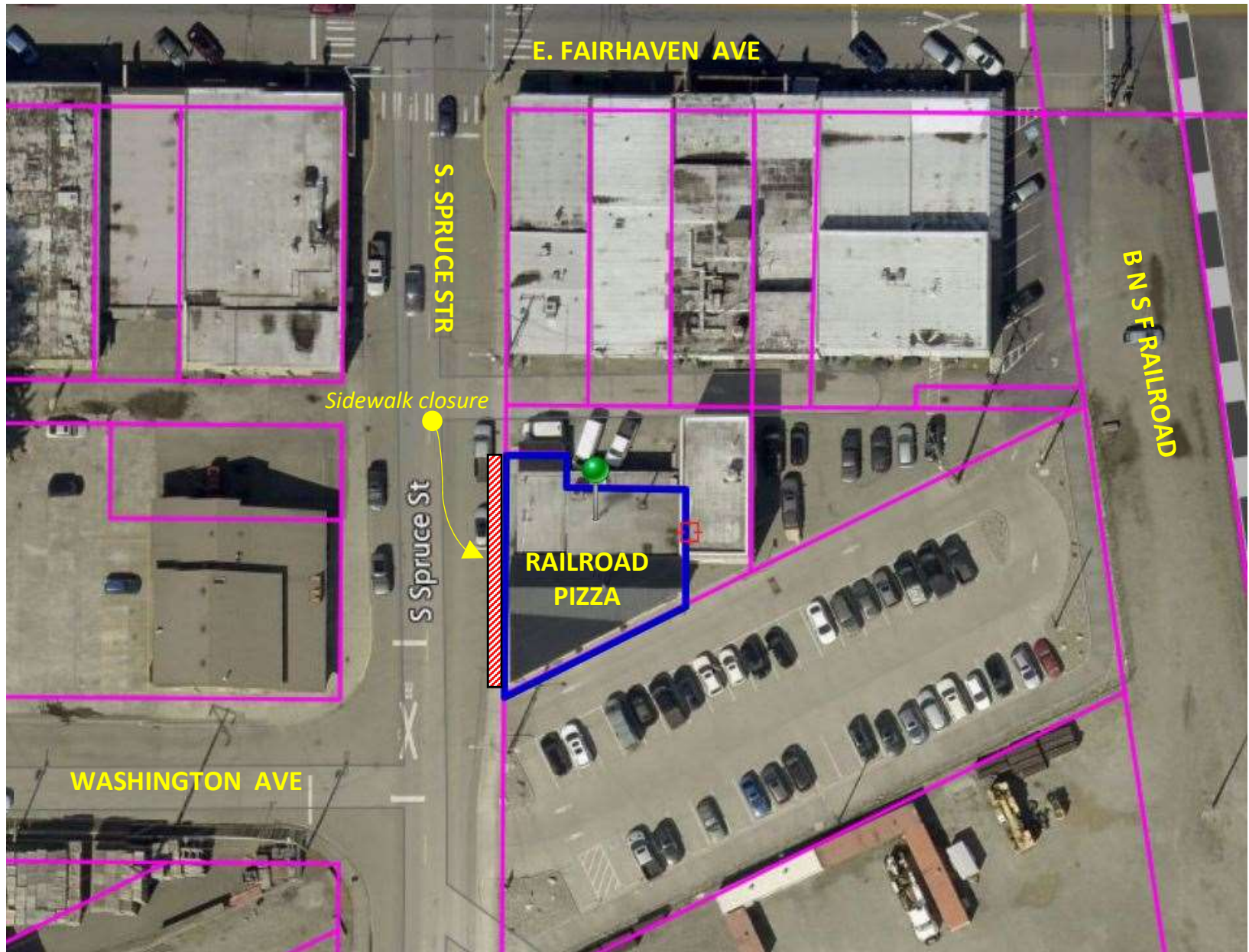
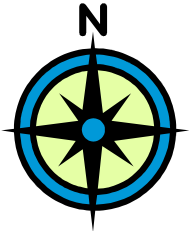
Request to close a portion of the sidewalk along South Spruce Street fronting Railroad Pizza at 122 S. Spruce Street on Saturday, October 22, 2022 from Noon – 11:00 p.m. for a Halloween event.

STAFF RECOMMENDATION

Planning Department recommends approval of the sidewalk closure.

SUGGESTED COUNCIL MOTION LANGUAGE

Motion to approve the sidewalk closure on Saturday, October 22, 2022.



Sidewalk Closure – 122 S. Spruce Street
Saturday, October 22, 2022 ■ Noon – 11:00 p.m.

[Return to Agenda](#)

ITEM #: 3

CHECK ONE:

NEW BUS. XOLD BUS.

AGENDA ITEM

Council Date: October 13, 2022 Subject: **Veterans Day Parade Nov 12, 2022**Submitted By: Christi KinneyAttachments: Staging Area and Parade Route Public Hearing Required: YES () NO (X)Land Use Permit Street Closure Form

HISTORY AND SUMMARY

Skagit Valley's 26th annual Veterans Day Parade is scheduled to take place on Saturday, November 12, 2022. The parade will begin at 11:00AM; street closures will begin at 8:30AM for staging and reopen by 12:30PM. The parade routes along E. Fairhaven Avenue from its intersection with Walnut Street heading east to its intersection with Skagit Street.

STREET TO BE CLOSED	FROM STREET/INTERSECTION	TO STREET/INTERSECTION	CLOSE BY TIME	REOPEN AT TIME
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For Parade Route:**8:30AM 12:30PM**

- E. Fairhaven Avenue** Alder Street, east corner Skagit Street, east corner
(and all side streets leading onto Fairhaven Avenue between the closure)
- S. Spruce Street** Greenleaf Ave, north corner Fairhaven Ave, south corner
(northbound lane only) (double barricade)
- S. Skagit Street** Montero Lane, north corner Fairhaven Ave, north corner
(northbound lane only)

For Staging Area:**8:00AM 12:00PM**

- Washington Avenue** Burlington Blvd, east corner Spruce Street, west corner
- S. Walnut Street** Fairhaven Ave, north corner Orange Ave, north corner
- Alder Street** Fairhaven Ave, south corner
- Greenleaf Ave** Spruce Street, west corner

ALTERNATIVES CONSIDERED

No alternatives were considered. The event was without any issues in 2021.

CURRENT AND FUTURE BUDGET RAMIFICATIONS

There are no current or future budget ramifications. Funds to support this event were approved by council with the City's 2022 Festival Budget and 2022 Lodging Tax Fund.

LEGAL ASPECTS – LEGAL REVIEW

The event & its street closure were reviewed by the Special Event Review Committee; Legal is part of this review process.

STAFF RECOMMENDATION

Staff recommends approval of the proposed Veterans Day Parade street closure.

RECOMMENDATION

Council Motion to approve the street closure for the 2022 Skagit Valley Veterans Day Parade and authorize Mayor's signature on appropriate documents.

LAND USE PERMIT & APPLICATION

Fairhaven Ave from Alder St. to Skagit Street

SITE ADDRESS

September 29, 2022

DATE OF APPLICATION

OWNER

Burlington Parks and Recreation Department

NAME (OR NAME OF BUSINESS)

900 E. Fairhaven Ave.

MAILING ADDRESS

Burlington, WA 98233

CITY/STATE/ZIP

360.755.9649

PHONE NUMBER

APPLICATION NUMBER

RECEIPT NUMBER

OWNER'S AUTHORIZED AGENT

Christi Kinney, Recreation Coordinator, CoB

NAME

900 E. Fairhaven Ave.

ADDRESS

Burlington, WA 98233

CITY/STATE/ZIP

360.755.9649

PHONE NUMBER

CONTACT PERSON FOR PROJECT

Christi Kinney – christik@burlingtonwa.gov

360-755-9649 ext 7802

NAME & PHONE NUMBER

DESCRIPTION OF PROJECT

Dates: Saturday, November 12, 2022

Annual Veterans Day Parade; Begins at 11:00AM

Street closures needed – see attached map

LAND USE PERMIT COMPONENTS

APPLIED FOR:

- ☐ Lot Boundary Adjustment
- ☐ Binding Site Plan
- ☐ Short Subdivision
- ☐ Establish or Change Use
- ☐ Rezone
- ☐ Temporary Uses for more than two weeks
- ☐ Shoreline Substantial Development Permit
- ☐ Comprehensive Plan Amendment

- ☐ Zoning Variance including signs
- ☐ Flood Plain Variance and Appeals
- ☐ Noise Standards Variance
- ☐ Full Subdivision (preliminary plot)
- ☐ Zoning Map Amendment (Rezone & Contract Rezones)
- ☐ Conditional Use Permit
- ☐ Temporary Uses for up to two weeks
- ☐ Environmental Review

LAND USE PERMIT COMPONENTS

GRANTED

DENIED

CONDITIONS OF PERMIT APPROVAL:

WHEN SIGNED AND DATED BELOW, THIS IS YOUR PERMIT

Permission is hereby given to do the above work, according to the conditions hereon and according to the approved plans pertaining thereto, subject to compliance with the ordinances of the CITY OF BURLINGTON.

Permit Issued By

Planning Director

Date

By affixing my signature, I hereby certify that I am the owner of the property for which this permit is issued or am an authorized representative of the owner.

All provisions of laws and ordinances governing this type of work will be complied with including obtaining all required building, street use and related permits.

Signature of Owner or Authorized Agent

Date

PUBLIC HEARING



ITEM #: 1

CHECK ONE:

NEW BUS. x

OLD BUS.

AGENDA ITEM

Council Date: October 13, 2022 Subject: Public Hearing on 2023 Property Tax

Submitted By: Joe Stewart

Attachments: Property Tax Levy Information Public Hearing Required: YES (x) NO ()

HISTORY AND SUMMARY

The City needs to set next year's property tax assessment in time for it to be sent to the County for inclusion on the tax rolls. Prior to the Council decision on the preferred property tax assessment for 2023, we are required to hold a public hearing to gain insight from interested citizens. There is currently a 0% increase built into the 2023 budget. A 1% increase would generate approximately \$28.8K over the prior year. The increase would help to offset historically high inflation rates and the increased cost of providing services. The actual ordinance adoption setting the property tax will be held on November 22, 2022.

ALTERNATIVES CONSIDERED

If the City does not hold the required public hearing for property taxes, the County will give the city the same property tax dollars as the current year. With the belief that the Council is interested in getting the "New Construction" property tax dollars in 2023, this can be accomplished only through the holding of a public hearing and the adoption of our 2023 property tax ordinance at the next Council meeting.

CURRENT AND FUTURE BUDGET RAMIFICATIONS

If the Council is in favor of an increase or wants to get the value of new construction property tax dollars in 2023, we must hold this public hearing and adopt the property tax ordinance at our next meeting.

LEGAL ASPECTS – LEGAL REVIEW

None Identified

STAFF RECOMMENDATION

The staff recommends that we hold the Public Hearing

SUGGESTED COUNCIL MOTION LANGUAGE

None necessary

City of Burlington
Property Tax Analysis 2019-2022
2023 Projected Rates
November 22, 2022 Council Meeting
Updated with Preliminary Assessed Values

Tax Year	Valuation	Valuation % Increase	Levy Rate	Levy Rate % Change	Total Tax	Increase from PY	% Increase From PY
2023	\$2,304,182,340	115%	1.2536	86.60%	\$2,888,609	\$0	0.00%
2022	\$1,995,245,604	111%	1.4477	93.06%	\$2,888,609	\$96,985	3.47%
2021	\$1,794,371,931	108%	1.5557	93.87%	\$2,791,624	\$30,294	1.10%
2020	\$1,666,063,809	105%	1.6573	98.68%	\$2,761,330	\$106,205	4.00%
2019	\$1,580,960,160		1.6794		\$2,655,125		

Potential Levy Increase				
1%	2%	3%	4%	5%
\$28,886.09	\$57,772.18	\$86,658.27	\$115,544.36	\$144,430.45

*Assumes 15% valuation increase

*Assumes 1% levy increase

***Bold is projected**

*2022 highest regular tax which could have been lawfully levied = \$3,230,063

*2022 actual levy taken = \$2,888,609 (Banked \$0)

*2022 Banked Capacity \$341,454

*2023 available refund levy \$5,325.19

*IPD rate of inflation published by Bureau of Economic Analysis by Sept 25th (6.457%)

*2023 preliminary assessed values received from Skagit County Assessor on October 4, 2022

* 2023 AV of new construction \$25,347

Projected \$ Increase 2023 @ 1% Rate Increase	
2023 \$324k Home AV:	\$432.50
2022 \$300k Home AV:	\$434.31
Difference:	-\$1.81

NEW BUSINESS

None

CURRENT AND FUTURE BUDGET RAMIFICATIONS

The enclosed spreadsheets reflects that, as of 8/31/22, our cash balance in this Fund equaled \$705,976 and we will also be collecting monies monthly from this point forward.

We anticipate that come this time next year, we will have a similar amount on hand for potential grant awards in 2024.

We have placed \$600K in the 2023 budget for Fund #197 as a placeholder and following approval, we will remove this figure and insert the specific grant awards.

LEGAL ASPECTS – LEGAL REVIEW

N/A

STAFF RECOMMENDATION

Recommend that you approve the 2023 Lodging Tax Grant Awards.

SUGGESTED COUNCIL MOTION LANGUAGE

“I move to award the 2023 Lodging Tax grant awards as reflected on the attached spreadsheet”.

Note: 8/31/22 Cash Balance in Lodging Tax Fund = \$705,976

Note: Annual Collections in 2019 (last normal year) Totaled \$425,993

Note: Thru-August 2022 Revenues = \$311,711

City of Burlington

2023 Lodging Tax Recommendations

<u>Grant Requestor Agency</u>	<u>Project Description</u>	<u>Original Grant Request</u>	<u>Recommended Grant Request</u>
McIntyre Hall	Event Support & Marketing	\$16,000	\$14,000
Skagit County Fairgrounds	Advertising & Marketing	\$4,000	\$4,000
Children's Museum of Skagit County	Winter Wonderland Support & Marketing	\$55,000	\$55,000
Children's Museum of Skagit County	Year-Round Museum Marketing	\$35,000	\$30,000
Skagit Valley Tulip Festival	Marketing & Promotion	\$19,000	\$19,000
Burlington Chamber of Commerce	Visit Burlington WA Program	\$233,000	\$200,000
Burlington Chamber of Commerce	Berry Dairy Days Support & Marketing	\$80,000	\$65,000
Celtic Arts Foundation	Highland Games Support & Marketing	\$10,000	\$9,000
Lincoln Theatre Foundation	HVAC & Fire Suppression Design	\$35,000	\$17,500
Lincoln Theatre Foundation	Theatre Event Advertising & Promotion	\$12,000	\$11,000
Burlington Parks & Recreation	Summer Nights Concert Series	\$17,600	\$8,000
Burlington Parks & Recreation	Veterans Day Parade Support	\$11,000	\$5,500
Burlington Parks & Recreation	Berry Dairy Staffing & Lawnmower Races	\$8,600	\$8,600
Burlington Parks & Recreation	B'Town Fall Fest Support & Marketing	\$49,540	\$39,000
Skagit River Bald Eagle Team	Interpretive Center Support	\$8,000	\$7,000
American Legion Baseball	2023 State Tournament Support	\$7,000	\$3,000
Burlington Historic Society	Cultural & Historic Center Design	\$95,000	\$0
Washington Rush Cup	Soccer Tournament Support & Marketing	\$27,500	\$13,500
Burlington Parks & Recreation	Support for Seasonal Tournaments	\$115,750	\$100,000
TOTAL		\$838,990	\$609,100

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COMMITTEE & BOARD REPORTS

CITY OF BURLINGTON
Public Works Committee
September 20, 2022

AGENDA - FINAL

IT Projects

- Requested A1 Mobile order access control locks, pin pad readers, remotes etc. in July. No progress reported from A1.
- Maiben House Wi-Fi 6 is installed inside, camera installed outside and operational. Complete.
- Wi-Fi___33 upgrade at community center waiting to be installed.
- Wiring required for BPD lobby and rear exit door displays, waiting on wiring installation
- Council chamber AV system repaired and now functional. They are using Zoom, but still looking at different vendors for other recommendations. The programming for the Crestron is messed up, selecting different cameras on the operator panel does nothing in the recording. It always records camera 1.
- As a temporarily work around, repaired the city hall 911 alarm dialer. The phone line was dead, traced backwards to the copper cable between the PD and city hall. Looks to be broken at the PD/BFD vault, contracted NWTEL to repair/replace the 25 conductor cable.
- Installed a phone in the finance records for finance clerk security in case another security event happens they have a place to go to. Note, IMO we need to rethink what to do in the event a hostile situation at finance escalates, not just 911 alarm dialers.
- Ethernet cable now installed in the library, working on getting a mini PC and TV mounted for the library wall board display.
- BCFS 2 virtual server (PD and Legal share with indigent defense) disks are full, working on getting a standalone server with 60TB running to solve the long term body camera video requirements, and add NAS type replacement storage server for BCNAS3.

Capital Projects Update

- East-West Connector Road
 - Sage Homes has their site development permit for a 120 unit apartment complex south of the road. We are partnering with them to construct our road along with their site civil work.
 - Pace Engineers is working on the civil site design for the Skagit Cycle
 - Sears Holdings' real estate arm is amenable to donating the necessary right-of-way at Kmart. City is obtaining a fair market value of property.
 - A partnership development agreement and construction agreement have received final review by the City and are under review by Sage Homes.
- SR20 / Skagit St Signalization Project
 - WSDOT stating comments from their traffic department are pending. We need approval of WSDOT signal permit and intersection control evaluation report. These are required by WSDOT since they will own and operate the traffic signal.
 - Our federal NEPA has been approved. Project drawings are 90% complete.
 -

- Cascade Mall Drive to Pease Rd - Shared Use Trail
 - The plans are complete, and pending WSDOT approval.
 - Bid package has been submitted to Local Programs at WSDOT.
 - NEPA approval received, and construction dollars authorized the Monday, so able to move forward with bid advertisement in October.
- Sanitary Sewer Pipe Rehabilitation
 - SRV Construction of Anacortes has completed 680' of sanitary sewer mainline replacement on Koch St and in the east/west alley using open cut method. Last week completed pulling in the new pipe line on Rio Vista Ave. using a pipe bursting method of construction. This week they will continue installing the last couple manholes and then start the site restoration. The project started at Pine St. and continued east on Rio Vista Ave. to just 300' west of Skagit St. The total project cost is \$1,091,468., and should be substantially complete by October 1st.

Grants

- Rail Crossing Elimination (Federal)
 - Marv has submitted a Federal grant application for \$2 million to fund a feasibility/planning/design of a rail overcrossing.
- TIB overlay for next year has been submitted
 - East George Hopper and North Burlington Blvd planned for paving
- Reconnecting Communities (Federal)
 - Marv is beginning work on a grant application for revitalization of downtown under this program - Due October 13.

Developer Projects

- Sage Homes – south of E-W Connector
 - Site development permit application for site development has been approved.
- Louw's Truss Expansion
 - Project is complete.
- Barrington Lane
 - New pervious concrete roadway has been poured, civil work is nearing completion. Final stormwater tie in has been completed. Possible occupancy in the next month or so.
- Ester Plaza
 - New apartment complex being built on the North side of Gilkey in the undeveloped portion of land just southeast of Fred Meyer
 - Clearing and grading is completed. All utility connections have been made and storm system is in place other than the raingardens. Project has had some changes to the civil plans to better adhere to the Fire Marshal's requirements. New civil plans have been submitted and approved. Site work has started again.
- Stevens Road Apartments
 - New apartment complex being built by Sage Homes on West Stevens Road. Storm drain system is in process of being completed. Half street improvements still need to be done, along with full frontage (curb, gutter, sidewalks, etc.).
- O'Reilly Auto
 - New auto parts store going in on Burlington Boulevard across from the mall. Clearing & grading and utility connections are in process.

Department Updates:

- **Facilities Maintenance & Street Department**

- Completed
 - Annual Thermal Plastic Markings
 - Annual Crack Seal / Pavement Maintenance
 - Horizontal saw cut sidewalk trippers – Precision Concrete Cutting Middle of August
 - Facilities Maint. – 2nd QTR HVAC filter replacement
- In Progress / On Going
 - Dog Park – Build
 - Layout / Excavation / Install Concrete Slabs, Footings and Sidewalks - 95%
 - Underground Utilities - Trenching For Electrical, Water, Sanitary Sewer Connection – 80%
 - Covered Shelter – Materials ordered delivery this week – Construction Sept. 26 – Oct. 7
 - Bathroom Structure – tentative delivery = October
 - Fence Installation – 95%
 - Site Clean-up / Landscaping – 45%
 - Senior Center – Install AC / furnace replace – Substantially Complete – 95%
 - Annual Pressure washing of exterior walking surfaces @ City Buildings
 - Annual Storm Drain outfall maintenance
 - Library & PD – Information Monitor installation
 - Replace all Toilet Valves in upper restrooms at Senior Center / Currently 3 of ten out of service.
- Up Next
 - Storm Drain – water quality structures = Storm Filters
 - Storm Drain – Sensitive List = French Drains and known problem areas
 - HVAC Equipment – Protection at Community Center = Fence around new AC exterior units.
- Possible Bid –
 - Koch Street shoulders, Cleveland Street (West Side Shoulders)
 - Project will include Concrete Driveway and Sidewalk upgrades / installation, Installation of Storm Drain Structures / Pipe, Asphalt Paving
- Planned Projects / Short Term Goals
 - Public Safety Building – 2022 Carpet and Flooring Fall
 - City Hall – LED lighting upgrade
 - Sidewalk Panel and ADA ramp bids – develop list and bid specs with Brian D.
 - Several Small Paving Jobs not included in overlay – Spars Lane (East of Gardner), Kay and Judy Cul-de-sac (South of Fred Meyer)
 - Storm Drain Installation in problem locations

- **Sewer / Wastewater Department**

- Wastewater Treatment Plant
 - Sanitary Sewer Comprehensive Plan Update - with Gray and Osborn is ongoing.

- Request for Bids - for a hydraulic submersible pump with a hydraulic power unit. Bid opening will be October 10, 2022.
- Wastewater Collection System
 - Pump Station #12 - Ackermann Electric Co. located in Mount Vernon is currently building a pump station control panel for sewer pump station #12 (Nevitt Rd) for \$49,768.18. This project was awarded at the May 27th Council meeting. Currently awaiting delivery of the equipment, we will be doing the install work in-house.
 - Pipeline Video Inspection Truck- The new equipment for the retrofit of the video inspection truck was installed and training has been completed.
- **Parks Department**
 - Dog Park – Concrete is down and the fence is up. We intend to finish backfilling around the new concrete then contract with LeFeber Farms to hydro seed the area. Construction of the shelter and installation of benches, water fountain and dog wash station should be done soon.
 - New Park Entrance and Park Rules Signs – Difficult finding time to get this done by the end of September. The new goal is mid-October.
 - Irrigation – The City is again working with RH2 Engineering to facilitate an interruptible water right at SRP. We hope to have something in place by irrigation season 2023.
 - Council approved hiring Eccos Design (Patrick Dylan) to do the design for a pop-up sprinkler system at the northern 4 field baseball complex at SRP. The design will be based on input from the city with assistance from Eccos Design.
 - Our new hose reel and boom cart arrived last week just in time to get it put together and make one pull. There a few bugs to work out but this system should improve our watering efficiency by about 40%
 - Turf Maintenance – Weed killer went down 3 weeks ago and was very effective. Last week and this week the crew is aerating and topdressing. Fertilizer and overseed takes place Tuesday morning.
 - Inclusive Playground Grant – Our final presentation for the Inclusive Playground Grant through RCO went well. We are ranked 17th and last year 17 were funded. We won't know if we are awarded the grant for several more months. If awarded the \$500,000 grant, construction of the playground will begin in late 2023. This will also include a new restroom at Rotary Park. Construction is expected to be completed in 2024.
 - Harvest Festival – The newly redesigned Harvest Festival takes place September 24-25 (this weekend). This is the first time it will be a 2 day event that includes a Pumpkin 5K Fun Run on Sunday morning. Look forward to seeing everyone there!
- **Stormwater**
 - About a month ago we were notified by the State Dept of Ecology that our capacity grant amount for 2021-23 would increase. The original grant amount

was \$70K, and we were recently notified this would increase to \$132K. We will likely submit for reimbursement for staff time spent cleaning and mapping the stormwater system in 2021 and 2022 to recoup these costs.

- **Upcoming Council Agenda Items**
 - None
- **General Discussion:**