



# Minutes of the Burlington City Council Meeting Virtual Meeting 7:00pm – Tuesday, June 16, 2020

The City Council of the City of Burlington held a regularly scheduled meeting remotely beginning at 7:00pm on June 16, 2020. Due to the Coronavirus Pandemic, this meeting was convened remotely using the Zoom Webinar platform.

Mayor Ian Baltutis presided.

### **Council Members Present:**

Mayor Ian Baltutis  
Mayor Pro Tem Kathy Hykes  
Council Member Robert Ward  
Council Member James Butler  
Council Member Harold Owen

### **Staff Present:**

City Manager Hardin Watkins  
City Attorney David Huffman  
Interim City Clerk Beverly Smith

**Council Members Absent:** None

**INVOCATION:** Council Member Bob Ward

The invocation was offered by Council Member Bob Ward.

**SPECIAL PRESENTATION:** Link Transit 2020 Safety Award  
*Announcement by the North Carolina Public Transportation Association (NCPTA)*  
*Presented by: Executive Director David Rhew*

David Rhew, Executive Director NC Public Transportation Association, formally presented the Link Transit 2020 Safety Award to the City of Burlington. He announced the association is honored to recognize Link Transit for their safety award of Urban/Regional/Small Urban Fixed Route =>1,000,000 miles. He expressed appreciation for Director of Planning and Transportation, Mike Nunn and congratulated the City of Burlington team.

**CODE OF ETHICS DISCLOSING CONFLICTS OF INTEREST:** Interim City Clerk, Beverly Smith

There were no conflicts reported.

### **ADOPTION OF AGENDA**

Upon a motion by Council Member Ward, seconded by Mayor Pro Tem Hykes, it was resolved unanimously to adopt the agenda.

### **CONSENT AGENDA:**

- A. To approve an annual agreement for FY 2020-2021 between the City of Burlington and Whitsett Fire Department, Inc., for first responder, fire protection and emergency medical technician services effective July 1, 2020 through June 30, 2021.

**B.** To approve Budget Amendment 2020-32 for all funds as of fiscal year ending June 30, 2020.

**General Fund**

Increase Revenues:

01001000-30000	Taxes Ad Valorem-Current	\$	400,000
01004503-30104	Donations – Animal Shelter		4,384
01017000-39999	Appropriated Fund Balance		281,863

Decrease Revenues:

01002000-30024	Sales Tax-Local Option	\$	350,000
01003000-30030	State Shared Franch/Excise		50,000
01003610-30032	Alamance Co Fuel Purch		100,000
01004000-30119	Reimbursement of Costs		150,000
01004519-30119	Reimbursement of Costs-Police		35,045
01004728-30113	Alamance Camp Greenleaves		8,000
01004728-30114	Donations – Greenleaves		18,000

01006722-30332	Day Camp Fees		90,000
01006722-30343	Day Care Program		70,000
01006723-30339	ASA Softball Tournament Recpts		75,000
01006723-30341	Rental Fairchild Stadium		20,000
01006726-30337	Fees-Rec Rentals		30,000
01006727-30323	Pool-City Park		90,000
01006729-30317	Train		30,000
01006729-30318	Miniature Cars		15,000
01006729-30319	Airplane Ride		20,000
01006729-30320	Boat Ride-City Park		6,000
01006729-30321	Concessions Parks		60,000
01006730-30328	Daily Green Fees		50,000
01006730-30329	Cart Rentals		50,000
01006731-30344	Paramount Rental		15,000
01006731-30346	Paramount Ticket Surcharge		15,000
01006731-30347	Reimb of Cost-House Staff		10,000

Increase Expenditures:

General Administration:

01048500-49100	Operating Transfers Out	\$	1,106,000
01048500-40601	Insurance Retired		13,138

Police – CID:

01051515-40200	Personnel Services	\$	150,000
01051515-40500	FICA Taxes		11,475
01051515-40700	Retirement		15,000
01051515-40800	401K		7,500

Animal Services:

01052501-41900	Professional Services	\$	10,000
01052503-43325	Donated Medical Expense		4,384

Public Works – Equip-Maint:

01060610-44815	Fuel Purchase for Resale		300,000
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Recreation – Athletics:

01072723-47400 Equipment \$ 77,500

General Fund Debt:

01088800-48401 Capital Lease Interest \$ 38,000

Decrease Expenditures:

Community Engagement:

01040422-44500 Maint & Service Contracts \$ 50,000

Finance:

01042441-40300 Personnel Services OT \$ 20,000

01042441-40400 Personnel Services PT 30,000

01042441-40500 FICA 3,825

01042441-40700 Retirement 1,840

01042441-40800 401K 1,000

Information Technology:

01043700-47400 Equipment \$ 280,000

Legal:

01044471-41900 Professional Services \$ 160,000

Human Resources:

01045481-41901 Medical Services \$ 75,000

Planning:

01046491-40200 Personnel Services \$ 75,000

01046491-40500 FICA 5,738

01046491-40700 Retirement 6,900

01046491-40800 401K 3,750

Code Enforcement:

01046492-41900 Professional Services \$ 20,000

01046492-44523 Contracted Services-Demo 30,000

Police:

01051519-40200 Professional Services \$ 35,045

Animal Services:

01052503-47300 Capital – Other Improvements \$ 50,000

01052503-47400 Equipment 31,000

Fire – Fire Emergency Response Equipment:

01053536-47410 Vehicles \$ 375,000

Transportation – Traffic Control:

01061640-40200 Personnel Services \$ 100,000

01061640-40500 FICA 7,650

01061640-40700 Retirement 9,200

01061640-40800 401K 5,000

01061640-44500 Maint & Service Contracts 50,000

Transportation – Street Lighting:

01061644-41300	Utilities	\$	150,000
<u>Recreation - Supervision:</u>			
01072721-40200	Personnel Services	\$	100,000
01072721-40500	FICA		7,650
01072721-40700	Retirement		9,020
01072721-40800	401K		5,000
<u>Recreation – Day Camps/Afterschool:</u>			
01072722-40400	Personnel Services PT	\$	60,000
01072722-40500	FICA		4,590
01072722-43300	Departmental Supplies		25,000
01072722-47410	Vehicles		77,500
<u>Recreation - Athletics:</u>			
01072723-44500	Maint & Service Contracts	\$	80,000
01072723-46009	ASA Softball Tournament		80,000
<u>Recreation Buildings:</u>			
01072726-47300	Capital – Other Improvements	\$	120,000
<u>Recreation – Aquatics:</u>			
01072727-40400	Personnel Services PT	\$	60,000
01072727-40500	FICA		4,590
<u>Recreation – Camp Greenleaves:</u>			
01072728-40400	Personnel Services PT	\$	25,000
01072728-40500	FICA		1,912
<u>Recreation – Amusement Park:</u>			
01072729-40200	Personnel Services	\$	35,000
01072729-40500	FICA		2,678
01072729-40700	Retirement		3,157
01072729-40800	401K		1,750
01072729-44800	Purchases for Resale		15,000
<u>General Fund Debt:</u>			
01088800-48400	Capital Lease Principal	\$	110,000

***Water Resources***

Increase Expenditures:

W&S Bldg Admin & Services:

03080750-40601	Insurance Retired	\$	2,502
03080750-49100	Operating Transfers Out		2,995,000
03080750-49102	Trans to Wtr Cap Reserve		252,874
03080750-49103	Trans to Swr Cap Reserve		252,874

Sewer Line Maint & Repair:

03080763-40200	Personnel Services	\$	60,000
03080763-40500	FICA		4,590
03080763-40700	Retirement		5,412
03080763-40800	401K		3,000

East Burlington Waste Treatment Plant:

03080775-44500 Maint & Service Contract \$ 300,000

Laboratories:

03080776-44514 Contracted Svcs-Comm Labs \$ 60,000

Composting:

03080777-43309 Chemicals \$ 40,000

Plants Maintenance:

03080778-40200 Personnel Services \$ 25,000

03080778-40500 FICA 1,913

03080778-40700 Retirement 2,255

03080778-40800 401K 1,250

Decrease Expenditures:

Water Line Maint & Repair:

03080761-47500 Construction in Progress \$ 325,000

Water Line Service & Construction:

03080762-47500 Construction in Progress \$ 1,880,000

Sewer Line Service & Construction:

03080764-41900 Professional Services \$ 100,000

03080764-47500 Construction in Progress 425,000

W&S Plants & Facilities Supply:

03080770-40200 Personnel Services \$ 100,000

03080770-40500 FICA 7,650

03080770-40700 Retirement 9,020

03080770-40800 401K 5,000

Ed Thomas Water Plant

03080772-41900 Professional Services \$ 280,000

***Burlington Downtown Corp***

Decrease Expenditures:

04240000-46602 Economic Development – Private Donations \$ 75,000

Increase Expenditures:

04240000-46600 Economic Development \$ 75,000

***Group Health Benefits***

Increase Revenues:

04417000-38390 Transfer from General Fund \$ 1,000,000

04417000-38391 Transfer from W&S Fund 500,000

Increase Expenditures:

04440000-45501 City Claims Retirees \$ 600,000

04440000-45507 City Claims Cobra 400,000

04440000-45509 City Active/Prescriptions 500,000

**Workers Compensation Self Insurance**

Increase Revenues:

04517000-39999	Appropriated Fund Balance	\$ 50,000
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Increase Expenditures:

04540000-45601	Workers' Comp Claims	\$ 50,000
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**Stormwater**

Increase Revenues:

05815790-35032	Stormwater Fees	\$ 68,000
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Increase Expenditures:

05881791-44401	Street Exp Chgd to Stmwtr	\$ 68,000
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**Street Resurfacing**

Increase Revenues:

42909000-38391	Operating Transfer In	\$ 600,000
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Increase Expenditures:

42960000-47300	Paving @ East & South WWTP	\$ 600,000
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**Animal Shelter**

Increase Revenues:

45209000-38390	Operating Transfer In	\$ 81,000
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Increase Expenditures:

45252503-47300	Capital – Other Improvements	\$ 81,000
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**Governor's Crime Comm Human Trafficking**

Increase Revenues:

52504000-30124	Misc State Grants	\$ 68,000
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Increase Expenditures:

52551000-40200	Personnel Services	\$ 55,699
52551000-40500	FICA	4,210
52551000-40700	Retirement	5,339
52551000-40800	401K	2,752

Upon a motion by Council Member Butler, seconded by Council Member Owen, it was resolved unanimously to approve the foregoing consent agenda.

**PUBLIC HEARINGS:**

**Item 1: Resolution to Permanently Close Shadylawn Court:**

Mayor Baltutis announced a public hearing has been set to consider adopting a Resolution and Order to permanently close Shadylawn Court.

City Engineer Todd Lambert presented the request from Hope Church to abandon the public right-of-way of Shadylawn Court. He reported City staff recommends the abandonment.

The public hearing was held. There were no public comments received.

Upon a motion by Council Member Ward, seconded by Council Member Owen, it was resolved unanimously

to close the public hearing.

Upon a motion by Council Member Butler, seconded by Mayor Pro Tem Hykes, it was resolved unanimously to adoption of the following Resolution.

**Resolution #20-07**

**RESOLUTION AND ORDER TO PERMANENTLY CLOSE SHADYLAWN COURT**

**WHEREAS**, pursuant to North Carolina General Statutes, Section 160A-299, the City Council of the City of Burlington held a public hearing on June 16, 2020, to consider permanently closing Shadylawn Court from the point that it intercepts with northern right-of-way of Garfield Road and traveling in a northward direction to its current terminal abutting the lot line of Hope Church of North Carolina.

**WHEREAS**, after full consideration of this matter, the City Council does hereby deem it to be in the best interest of the City of Burlington to permanently close Shadylawn Court from the point that it intercepts with northern right-of-way of Garfield Road and traveling in a northward direction to its current terminal abutting the lot line of Hope Church of North Carolina according to N.C.G.S. 160A-299.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BURLINGTON;**

Sec. 1. That the City Council, after full discussion of this matter at the public hearing held on June 16, 2020, and upon the terms and conditions hereinafter set forth, does hereby order to permanently closing Shadylawn Court from the point that it intercepts with northern right-of-way of Garfield Road and traveling in a northward direction to its current terminal abutting the lot line of Hope Church of North Carolina and being more particularly described as follows:

Being a certain tract or parcel of land located in Burlington Township, Alamance County, North Carolina, adjoining the property of The Burlington School and being more particularly described as follows:

Being a certain tract or parcel of land located in Burlington Township, Alamance County, North Carolina, adjoining the property of Hope Church of North Carolina, Garfield Road, Harriet Drive and being more particularly described as follows:

**BEGINNING** at an iron pipe found at the southwestern corner of the parcel of Hope Church of North Carolina as recorded in Deed Book 3556 Page 545 and in the northern right-of-way of Garfield Road, said iron pipe found having NC Grid NAD83(2011) coordinates of Northing 856341.6250 feet, Easting 856341.6250 feet; thence along the western property lines of said Hope Church of North Carolina, north 38°09'19" west, a distance of 135.94' to an existing iron pipe, thence north 40°16'57" west, a distance of 68.13' to a mathematical point, thence south 49°10'03" west, a distance of 50.43' to an existing iron pipe, thence south 40°46'41" west, a distance of 67.97' to an mathematical point, thence south 37°56'25" west, a distance of 105.96', thence south 15°34'50" west, a distance of 17.69' to an existing iron pipe, thence north 66°54'22" east, a distance of 66.75' to an existing iron pipe and being the point and place of beginning, containing 0.23 Acres±, pursuant to a survey by **Carolina Cornerstone Surveying, Inc.** entitled "Street Closure Survey Property of Hope Church of North Carolina" dated March 25, 2020 and based on NC Grid North meridian, File Number 200116

Sec. 2. That notice of said public hearing was published on May 7, 14, 21, and 28, 2020.

- Sec. 3. That a copy of this resolution and order shall be mailed to all owners of the property abutting said street as more particularly described above.
- Sec. 4. That a notice of this closing was prominently displayed and posted in at least two places along said streets.
- Sec. 5. That the North Carolina State Highway Commission has not accepted any portion of said street for maintenance.
- Sec. 6. That after full consideration of this matter at said public hearing, it appears to the satisfaction of the City Council of the City of Burlington to permanently close Shadylawn Court from the point that it intercepts with northern right-of-way of Garfield Road and traveling in a northward direction to its current terminal abutting the lot line of Hope Church of North Carolina and that no person owning property in the vicinity of said existing street will be deprived of reasonable means of ingress and egress to his property.
- Sec. 7. That this resolution and order closing the above-described street shall be made effective as of the adoption of this resolution and order.
- Sec. 8. That a copy of this resolution and order shall be filed in the office of the Register of Deeds for Alamance County, North Carolina.
- Sec. 9. That this resolution shall take effect upon passage.

Adopted this 16<sup>th</sup> day of June 2020.

**Item 2: Public Hearing: FY 20-21 Budget and Adoption of the Community Development Budget:**  
Mayor Baltutis announced a public hearing has been set to consider adoption of the proposed Fiscal Year 2020-2021 Budget and the adoption of the Community Development Budget.

City Manager Hardin Watkins provided a brief overview of the FY 20-21 Proposed Budget as presented at the June 1, 2020, City Council Work Session. He provided updates to the proposed budget since that presentation for the public hearing.

The public hearing was held, and the following persons spoke:

- Aaron Heft, 2503 Harris Street, Burlington, spoke in favor of face mask distribution in the Burlington community.
- Emily Harmon, 1720 Old Saints Marks Church Road, Burlington, submitted a comment via email on June 5, 2020 opposing allocations to the Burlington Police Department and in favor of reallocating to Community Development.

Following a brief discussion, the public hearing was closed.

Upon a motion by Council Member Ward, seconded by Council Member Butler, the public hearing was closed.

Upon a motion by Council Member Owen, seconded by Council Member Butler, it was resolved unanimously to adopt the FY 20-21 Budget Ordinance and 2020-2021 Grant Project Ordinance as follows:

**Ordinance #20-16**



Budget appropriation ordinance establishing a tax rate of \$.5973 per \$100 valuation on a total estimated valuation of \$5,074,659,119, with an estimated 96.86% collection of the levy. Five thousand, four hundred eighty-three hundred-thousandths cents (\$.05483) per \$100 of the \$.5973 per \$100 valuation represents a debt service reserve.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURLINGTON:

Sec. 1. That the following amounts are hereby appropriated for the operation of City Government and its activities for the fiscal year beginning July 1, 2020 and ending on June 30, 2021.

SUMMARY OF GENERAL FUND BUDGET

EXPENDITURES:

Public Administration	\$1,292,441
Economic Development	\$247,250
Finance/Risk Management Department	1,494,149
Information Technology Department	1,386,183
Legal Department	640,849
Human Resources	907,060
Planning/GIS Division	1,965,316
Engineering	802,166
General Administration/Building	1,528,313
Police Department	17,750,800
Animal Services	1,610,859
Fire Department	8,750,798
Public Works	8,434,087
Inspections	862,080
Trans/Traffic/Signs/Lighting	1,863,273
Recreation Department	6,822,493
Debt Service	2,695,060

**TOTAL GENERAL FUND EXPENDITURES \$59,053,177**

REVENUES:

Ad valorem Taxes - Current Year	\$29,444,900
- Prior Year	410,040
State Reimbursements	-
State Shared Taxes	5,648,000
Local Option Sales Tax	12,236,255
Cable TV Franchise Tax	330,000
Investment Earnings	500,000
Privilege Licenses	2,000
ABC Net Revenues	337,000
Water & Sewer Admin. Cost	-
Permits	1,265,425
Reimbursement Costs - GIS Cities	128,070
Animal Shelter Fees	1,114,004
Sanitation Fees	1,508,000

Recreational User Fees	2,043,640
Cemetery Fees	119,000
Miscellaneous Revenues	2,329,857
Appropriated Fund Balance	1,636,986

**TOTAL GENERAL FUND REVENUES \$59,053,177**

**SUMMARY OF WATER RESOURCES FUND BUDGET EXPENDITURES:**

Water & Sewer-Bldgs.-Admin. Serv.	\$4,986,182
Water & Sewer-Customer Services	1,976,194
Water & Sewer Line Supervision	426,651
Water Line Maint. & Repair	1,044,179
Water Line Service & Construction	1,398,475
Sewer Line Maint. & Repair	803,637
Sewer Line Service & Construction	3,038,083
W & S Plants & Facilities Supplv	1,006,180
Water Sources Protection	361,320
Ed Thomas Water Plant	2,272,409
Mackintosh Water Plant	2,245,550
S. Burlington Waste Treatment Plant	2,553,433
E. Burlington Waste Treatment Plant	3,404,202
Laboratories - Water & Sewer	651,584
Compost Facility	372,452
Plants Maintenance - Water & Sewer	804,979
Lakes and Marinas	705,299
Debt Service	3,137,029

**TOTAL WATER RESOURCES FUND EXPENDITURES \$31,187,838**

**REVENUES:**

Water Rents	\$11,754,173
Sewer Rents	6,695,613
Water Sales - Greensboro	2,023,121
Interest Earnings	127,811
Water Taps	150,000
Sewer Taps	25,000
Industrial Surcharges	50,000
Unit Development Fees	70,000
Compost Sales & Delivery	11,500
Water & Sewer Capital Reserve	-
Water & Swer Assessmentt & Conn Fees	-
Miscellaneous	52,620
Interest Subsidy Payments	228,000
Fund Balance	-

**TOTAL WATER RESOURCES FUND REVENUES \$31,187,838**

**SUMMARY OF STORMWATER FUND BUDGET**

**EXPENDITURES:**

Stormwater	\$1,733,007
<b>TOTAL STORMWATER EXPENDITURES</b>	<b>\$1,733,007</b>

**REVENUES:**

Stormwater Fees	\$1,733,007
Appropriated Fund Balance	\$-
<b>TOTAL STORMWATER REVENUES</b>	<b>\$1,733,007</b>

**SUMMARY OF FUNDS**

	REVENUES	EXPENDITURES
General Fund	\$59,053,177	\$59,053,177
Water Resources Fund	31,187,838	31,187,838
Stormwater Fund	1,733,007	1,733,007
<b>TOTAL OPERATING FUNDS</b>	<b>\$91,974,022</b>	<b>\$91,974,022</b>

**CAPITAL PROJECTS & OTHER SPECIAL FUNDS**

	REVENUES	EXPENDITURES
Municipal Service District	\$182,410	182,410
Guilford-Mackintosh	189,600	189,600
Rental Rehab Loan Program	110,045	110,045
Rehab Loans	282,192	282,192
Home Program	524,408	524,408
Rico	86,574	86,574
Controlled Substance	54,689	54,689
MPO - Transportation	320,454	320,454
Public Transportation	2,859,892	2,859,892
General Capital Reserve	-	-
Water Capital Reserve	4,340,047	4,340,047
Sewer Capital Reserve	340,046	340,046
<b>TOTAL PROJECTS &amp; OTHER SPECIAL FUNDS</b>	<b>\$9,290,357</b>	<b>\$9,290,357</b>

Sec. 2. There is hereby levied the following rates of tax on each One Hundred (\$100.00) Dollars valuation of taxable property as listed for taxes as of January 1, 2019 for property tax as set forth in the foregoing estimates of revenue, and in order to finance the foregoing appropriations:

General Fund (general expenses incidental to proper government of the City):

0.542470	- Operations
0.054830	- Debt Service
0.597300	

Such rates of tax are based on an estimated assessed valuation of property, for purposes of taxation, of five billion, seventy-four million, six hundred fifty-nine thousand, one hundred nineteen dollars (\$5,074,659,119) at an estimated rate of collection of ninety-six and eighty-six tenths percent (96.86%) for real property and ninety-six and eighty-six tenths percent (96.86%) for vehicles.

- Sec. 3. That anticipated revenue from North Carolina Gasoline Tax rebate "Powell Bill Funds", in the sum of one million four hundred twenty-eight thousand dollars (\$1,428,000) will be appropriated in the Street, Traffic Control, Street Signs - Markings, Street Cleaning, Engineering, and Administration Accounts of the Budget.
- Sec. 4. An additional rate of seventeen cents (\$.17) per \$100 assessed valuation is levied on the properties falling within the Special Taxing District for downtown development. (Downtown Corporation)
- Sec. 5. Copies of this Ordinance shall be furnished to the Budget Officer and the Finance Director to be kept on file by them for their direction in the disbursement of City funds.
- Sec. 6. That this Ordinance shall take effect upon passage.

Adopted this 16<sup>th</sup> day of June 2020.

**Ordinance# 20-17**

**GRANT PROJECT ORDINANCE  
2020-2021 COMMUNITY DEVELOPMENT PROGRAM**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURLINGTON, NORTH CAROLINA, that pursuant to Section 13.2 Chapter 159 of the General Statutes of North Carolina, the following Grant Project Ordinance is hereby adopted.

- Sec. 1. The project authorized is the Community Development Program for fiscal year 2020-2021 by the City of Burlington, North Carolina.
- Sec. 2. The officials of the City of Burlington are hereby directed to proceed with this program within the terms of the various grants and agreements with the Department of Housing and Urban Development.
- Sec. 3. The following revenue is anticipated to be available to the City to complete the project:

55404021-32023	2020-2021 Federal Grant	<u>\$471,648</u>
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Sec. 4. The following amounts are appropriated for the project:

55446021-44516	Emergency Repair	\$23,582
55446021-46041	Administration	70,747
55446021-46042	Public Fac & Infrastr	282,990
55446021-46043	Public Services	70,747
55446021-46600	Economic Development	23,582
		<u>\$471,648</u>

- Sec. 5. The Finance Director shall report on the financial status of this project as directed by the City Council and will inform the Council of any unusual occurrences.
- Sec. 6. Copies of this Grant Ordinance shall be made available to the Budget Officer and the Finance Director for direction in carrying out this project.
- Sec. 7. That this ordinance shall take effect upon passage.

**NEW BUSINESS:**

**Item 3: MOU – Burlington Downtown Corporation:**

Mayor Baltutis announced City Council will consider approving a Memorandum of Understanding (MOU) for a service level agreement between the City of Burlington and Burlington Downtown Corporation, Inc.

Economic Development Director Peter Bishop provided an overview of the proposed Memorandum of Understanding between the City of Burlington and the Burlington Downtown Corporation. He explained the City would contract with the BDC Board to operate the Downtown Grants program, populate Main Street Committees, conduct merchant relations as well as advise on public art, open space and design functions. He proposed that Sara Beth Hardy transition from the BDC to City employment during this process as she has a strong relationship with the downtown merchants, the BDC Board, NC Main Street staff and peer communities and recommends approval of the MOU.

Upon a motion by Council Member Ward, seconded by Council Member Owen, it was resolved unanimously to approve the MOU between the City of Burlington and the Burlington Downtown Corporation.

**Item 4: Economic Development Infrastructure Grants Application:**

Mayor Baltutis announced City Council will consider a request from Economic Development Department to apply on behalf of the City of Burlington for U.S. Economic Development Administration grant funding to local governments to support infrastructure projects that support job creation and investment and provide recovery to local economies impacted by COVID-19.

Economic Development Director Peter Bishop reported the City of Burlington is applying for funding to expand sewer service to the west side of Whites Kennel Road to support a new manufacturing location for Innovative Knitting and pursuing funding to support the construction of a sewer outfall to support continued expansion of LabCorp Aviation at Burlington-Alamance Regional Airport. He asked City Council to consider a request from the Economic Development Department to apply for U.S. Economic Development Administration grant funding to local governments to support infrastructure projects.

Upon a motion by Council Member Butler, seconded by Council Member Owen, it was resolved unanimously to approve the request to apply for grant funding for the described projects.

**Item 5: Temporary Closing Request – City Parking Lot #1: Spirit of Alamance Food Drive:**

Mayor Baltutis announced City Council will consider temporarily closing a portion of City Parking Lot #1 beginning on Wednesday, June 24, 2020, until Monday, June 29, 2020, for the United Way of Alamance to host a “Spirit of Alamance Food Drive” special event, contingent upon meeting all requirements of the City of Burlington Special Events Permit Application process.

Recreation Supervisor Special Events, Emily Crowley, presented a request from the United Way to host a special event in City Parking Lot #1 and introduced the event organizer to present the event plans. She reported all requirements of the Special Events Application Process have been met and City staff recommends approval.

United Way representative, Anne Connelly, provided an overview of the event, invited the community to attend a drive-through food drive to help the United Way of Alamance provide food to families in need. She reported masks and social distancing would be practiced due to Covid-19.

Upon a motion by Mayor Pro Tem Hykes, seconded by Council Member Ward, it was resolved unanimously to approve the request to temporarily close a portion of City Parking Lot #1.

**Item 6: 20-21 Advisory Boards and Commissions:**

Mayor Baltutis announced Council will consider appointments to the 2020-2021 Advisory Boards and Commissions.

Public Information Specialist John Vernon provided an overview of the process for selection of the City Advisory Boards and Commissions appointments and reappointments.

Mayor Pro Tem Hykes asked to table this item to the July 7, 2020, City Council Meeting to have additional time to review the applicants.

Following a brief discussion, City Council consensus was to table the item to the July 7, 2020, City Council Meeting.

Upon a motion by Mayor Pro Tem Hykes, seconded by Council Member Ward, it was resolved unanimously to continue discussion and table this item to the July 7, 2020, City Council Meeting.

### **PUBLIC COMMENT PERIOD**

Donna Vanhook, 317 Caswell Street, Burlington, spoke on policing concerns.

Barbara Enoch-Daye, 809 Ray Street, Burlington, inquired about street lighting, development concerns in east Burlington and policing concerns.

Greg Hargrave, 421 Fulton Street, Burlington, spoke on an affordable housing project.

### **CITY COUNCIL COMMENTS**

City Manager Hardin Watkins and Finance Director Peggy Reece reported on installment financing options for the Carousel House project, carousel animals and other non-discretionary items.

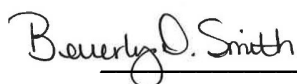
Council Member Butler expressed appreciation for the Burlington Police Department and commended the officers for the initiatives they are involved in, the progress made over the years and continued efforts for improvements. And Burlington's response to the nation's current events. He encouraged support for officers and expressed a heartfelt "thank you" to Chief Smythe, the officers, and police department leadership.

Council Member Owen commented on the fundamental need for cities and counties to continue mental health training and partnering in those efforts.

Mayor Pro Tem Hykes concurred and expressed support of the Burlington Police Department. She commented on systemic racism and asked for more efforts to improve in those goals throughout the City.

### **ADJOURN**

Upon a motion by Mayor Pro Tem Hykes, seconded by Council Member Butler, it was resolved unanimously to adjourn at 9:11pm



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Beverly D. Smith, NCCMC  
Interim City Clerk

June 16, 2020  
City Council Meeting