

1-4-16

CITY OF MUKILTEO, WASHINGTON
CITY COUNCIL SPECIAL MEETING MINUTES
December 10, 2015
Continuation of December 7, 2015 Regular Meeting
City Council Chambers – 11930 Cyrus Way

- CALL TO ORDER** Mayor Gregerson called the meeting to order at 6:00 PM and led the flag salute.
- ATTENDANCE** Mayor/Councilmembers
Mayor Gregerson, Council President Champion, Council Vice President Lord, Councilmembers Grafer, Vanderwielen, Schmalz (arrived at 6:02 PM), Cook (arrived at 6:10 PM), and Wheeler (arrived at 6:27 PM).
- City Staff
City Attorney Haney, Finance Director Volesky, Policy Analyst Lias, Community Development Director Love, Police Chief Macklin, Fire Chief Alexander, Assistant City Engineer Swisstack, Accounting Manager Dowell, IT Systems Administrator Thomas, and City Clerk Keefe.
- AGENDA ORDER** Mayor Gregerson stated agenda items would be taken in the order of 9, 11, 6, and 10.
- BUSINESS ITEMS** **9. Boys and Girls Club RCO Mukilteo Ballfields Project Contract (AB15-65)**
Community Development Director Love presented an overview of the project. Discussion and questions followed.
- Motion: To authorize the Mayor or her designee to sign the contract with the Washington State Recreation and Conservation Office in the amount of \$500,000 for construction of the Mukilteo Ballfields Project by the Boys and Girls Club of Snohomish County.
- Motion by: Lord
- Seconded by: Grafer
- Action: PASSED unanimously 6-0
Councilmember Wheeler was not yet present
- 11. Co-Sponsorship Awards (AB15-99)**
Recreation and Cultural Services Director Berner presented a list of the 2016 Special Event City Co-sponsorship Awards and the 2016 Grant Award Recommendations. Discussion and questions followed. Council thanked Director Berner for her work.
- Motion: To amend the current room allocations for City Facility Co-sponsorship Policy to include one additional use in January and one additional use in February.
- Made by: Grafer
- Seconded by: Vanderwielen
- Action: PASSED 5-0
Councilmember Schmalz abstained
Councilmember Wheeler not yet present

**BUSINESS ITEMS
continued**

Motion: To approve the award of the City Co-sponsored Events recommended by the Finance Committee.
Made by: Grafer
Seconded by: Lord
Action: PASSED 5-0
Councilmember Schmalz abstained
Councilmember Wheeler not yet present

6. 2016 Final Budget Adoption Ordinance 1375 (AB15-96)

Mayor Gregerson explained the adjustments Council had requested and shared a couple of other adjustments made by staff to ensure a balanced budget.

Finance Director Volesky explained the handouts presented to Council. Policy Analyst Lias and Director Volesky and other staff answered questions from Council regarding various budget items.

Main Motion: To approve 2016 Final Budget Adoption Ordinance 1375 with amendments as reflected on page 2 of the Agenda Bill, with the addition of cutting the tuition reimbursement of \$15,000 from the Executive department, and including the guidance that the Recreation re-organization not be implemented until a report and recommendation from the Rosehill Board is delivered to the Council.
Made by: Schmalz
Seconded by: Lord
Action: PASSED unanimously 7-0

At Councilmembers' request Council President Champion agreed to compose jointly with the City, a Council Message for inclusion in the final Budget document.

Councilmember Cook requested an amendment to the Main Motion to include allocation of \$2,000 to purchase cell phones and/or tablets for Council business use.

Amendment to

Main Motion: To move \$2,000 of the budget towards purchase of electronic devices, phones or tablets, for Councilmembers, as needed.
Made by: Cook
Seconded by: Vanderwielen
Action: PASSED unanimously

Motion: To approve Main Motion as amended.
Made by: Schmalz
Seconded by: Lord
Action: PASSED unanimously 7-0

Adopted motion reflected these adjustments to the 2016 Preliminary Budget:

| | Revenue Changes | Preliminary | Revised | Change |
|---------------------------------|------------------------|--------------------|----------------|---------------|
| Sales Tax | | \$ 2,794,000 | \$ 2,500,000 | \$ (294,000) |
| Other Taxes | | \$ 510,206 | \$ 475,618 | \$ (34,588) |
| Parking & Boat Launch Fees | | \$ 518,575 | \$ 661,975 | \$ 143,400 |
| Franchise Fees | | \$ 691,352 | \$ 697,195 | \$ 5,843 |
| Building & Other Permits | | \$ 243,904 | \$ 182,304 | \$ (61,600) |
| Other Intergovernmental Revenue | | \$ 152,750 | \$ 105,250 | \$ (47,500) |
| Development Revenues | | \$ 156,300 | \$ 108,050 | \$ (48,250) |
| Community Center Room Rentals | | \$ 410,000 | \$ 430,000 | \$ 20,000 |

| | Budget Changes | Change |
|--|-----------------------|---------------|
| Reduce Extra Ending Fund Balance Cushion | \$ | (34,909) |
| Eliminate City Newsletter | \$ | (15,000) |
| Reduce Paine Field Legal Defense | \$ | (10,000) |
| Assume Vacancy Rate of 3.5%, Credit for Savings in Salary & Benefits | \$ | (140,000) |
| Reduce Supplies, Other Services & Charges in Finance | \$ | (15,000) |
| Delay hiring new Assistant Fire Chief for two Months | \$ | (8,288) |
| Reduce Overtime, Travel and Training in Fire Dept | \$ | (9,500) |
| Transfer two Parks Crew to Surface Water for two Months | \$ | (26,000) |
| Reduce Other Professional Services (Midtown Mukilteo/UW) | \$ | (6,000) |
| Eliminate General Fund Equipment Replacement | \$ | (50,000) |
| Eliminate Council Retreat Funding for Facilitator | \$ | (2,000) |
| Increase for Large Item Pickup | \$ | 40,000 |
| Increase for Boards, Commissions and Volunteer Appreciation Event | \$ | 1,000 |
| Increase for Council Cell Phones | \$ | 2,000 |
| Decrease Fire Department Emergency Generator | \$ | (50,000) |
| Reduce Tuition Reimbursement Expense | \$ | (15,000) |

Mayor Gregerson thanked staff and Council for all their hard work on the 2016 Budget.

PUBLIC HEARING

10. 2015 Final Budget Amendments Adoption Ordinance 1377 (AB15-52)

Mayor Gregerson opened the public hearing.

There were no questions from Council or Public Comments.

Motion: To close the public hearing.
 Made by: Schmalz
 Second by: Lord
 Action: PASSED unanimously 7-0

Motion: To approve 2015 Fourth Quarter Budget Amendment Ordinance 1377.
 Made by: Schmalz
 Seconded by: Lord
 Action: PASSED unanimously 7-0

REPORTS FROM MAYOR AND COUNCIL

Council President Champion reported that after the County Council's final hearing on the Historic Aviation Campus at Paine Field, the proposal did not pass.

Councilmember Cook stated she would not be attending the December 14, 2015 Special Meeting.

Council Vice President Lord announced the City purchased at auction for \$1,600 a parcel of tidelands. Mayor Gregerson explained the parcel had been foreclosed and it had been the City's and Council's long desire to purchase tidelands to retain public access to the waterfront.

Councilmember Schmalz reported about a slide that occurred above property being developed off of 92nd and urged Council to visit the site. Assistant City Engineer Swisstack confirmed city staff and a contractor had visited the site earlier in the day. The project has been red-tagged pending a geotech report from the builder that stabilization measures have been met.

**REPORTS FROM
MAYOR AND COUNCIL
continued**

Councilmember Cook thanked Recreation & Cultural Services Director Berner and Assistant Planner Almgren for spending time with her and Council Vice President Lord, who concurred, to review the Japanese Gulch Master Plan.

ADJOURNMENT

The meeting adjourned at 8:28 PM.

These minutes are excerpts from the Council proceedings. An audio recording of the meeting was made.

Prepared by:



Janet Keefe, City Clerk