



11930 Cyrus Way, Mukilteo Washington 98275

City Council Finance & IT Committee
Committee Meeting No. 2016-6
Mukilteo City Hall
Tuesday June 7, 2016

Meeting Minutes:

In attendance were Mayor Jennifer Gregerson, Council President Bob Champion, Councilmembers Randy Lord and Steve Schmalz, Long Range Financial Committee members Dan Gray, Tony Markey and Anna Rohrbough, and Finance Director Doug Volesky.

1. Mayor Gregerson and Finance Director Volesky presented the 2017 Draft Capital Project Proposals for the Committee's review.

They included:

Surface Water Funded

1. Decant Facility – Design	\$ 110,000
2. 61 st Place Culvert additional funds request	\$ 120,000
3. Brewery Creek Drainage Pipe Replacement	<u>\$ 85,000</u>
Total	\$ 315,000

REET II Funded

4. HRDE Final Design	\$ 900,000
5. SR 526 SUP – ROW	\$ 69,500
6. Pedestrian-Activated Crosswalk Lighting	\$ 35,000
7. HPB Widening Construction Phase	\$ 1,473,930
8. Japanese Gulch Creek Day-lighting	\$ 250,000
9. Japanese Guch Way Finding	\$ 50,000
10. City Hall Parking Lot Repairs	\$ 75,000
11. Sidewalk Construction	\$ 50,000
12. Bike Path Construction	\$ 50,000
13. ADA Upgrades	\$ 50,000
14. Traffic Calming	\$ 25,000
15. Street Preservation	<u>\$ 800,000</u>
Total	\$3,828,430

President Champion asked what the total impact was to the REET II funds. Volesky explained that the total anticipated revenues thru grants include \$2,588,800 which would offset the total REET II project costs. Mayor Gregerson stated that the Council still needs to make a decision on the funding for the total street preservation costs of almost \$900,000 as presented in the Wise Investments in Transportation Taskforce report. President Champion asked if

there were any other items that needed to be included in these new budget items. Mayor Gregerson said that there were two additional REET II funded items that she chose not to include in this list that included; Lighthouse Park Parking Lot Repairs and Slurry Seal for \$65,000 and Temporary Parking on Tank Farm Lot 1 for \$50,000. President Champion asked that we include these two items to be prioritized. Volesky stated that he would include them on the list. There was a discussion on the impact of the REET II funds and also the possibility of changing policy for the use of REET I funds. Volesky said he would develop a “burndown” spreadsheet of REET I with the payments of the Community Center outstanding bonds obligation.

2. The Committee discussed the content for the 6/27 Work Session. President Champion stated that he would like to use the priorities from the individual committees to use for the Council Priorities for 2017 Budget, including the agenda bill from the Council Retreat Follow-Up work session. There was also a dialogue on the Long Range Financial Plan Update topic and what should be included in the work session. The group agreed that the process so far has been to include LRFP committee members in finance committee meetings in order to aid in their education and include their perspectives in committee discussions. The LRFP members and the finance committee agreed that the work session should be directed to help provide direction and vision for next steps and goals for the LRFP committee. Tony Markey suggested exploring other revenue options by researching other cities.
3. Volesky reported on the 2016 Budget Amendments that will be brought forward for City Council approval on June 20th.

These included:

1. eCitation Handheld Devices for PD (previously discussed by Council)
 - i. \$25,000 estimated expense in GF
2. Installation of 4 Hour Parking Signs Downtown (previously authorized by Council)
 - i. \$5,250 expense in GF
3. Japanese Gulch Group Donation (previously discussed by Council)
 - i. \$6,000 expense in GF
 - ii. \$6,000 revenue in GF
4. Removal of Decant Facility Grant from DOE
 - i. (\$1,291,989) expense in Surface Water Fund
 - ii. (\$968,989) revenue in Surface Water Fund
5. DOE Biennial Stormwater Capacity Grant (previously authorized by Council)
 - i. \$25,000 revenue in Surface Water
6. Reclassify Vactor Truck Expenditure to Equipment Replacement Reserve
 - i. \$161,000 expense in Equipment Replacement Reserve Fund
 - ii. \$161,000 revenue in Equipment Replacement Reserve Fund

Next Meeting: July 12, 2016, 6:30pm at City Hall

Agenda:

1. Review 2017 Budget Process Timeline Document
2. Recap of 6/27 Work Session

- a. Council Priorities for 2017 Budget
 - b. Long Range Financial Plan Update
- 3. Financial Reporting Discussion
- 4.
- 5.
- 6. Set August's Agenda