



11930 Cyrus Way, Mukilteo Washington 98275

City Council Finance & IT Committee
Committee Meeting No. 2016-8
Mukilteo City Hall
Tuesday August 9, 2016

Meeting Minutes:

In attendance were Mayor Jennifer Gregerson, Council President Bob Champion, Councilmembers Randy Lord and Steve Schmalz, Management Services Director Chris Phillips, and Finance Director Doug Volesky.

1. Management Services Director Phillips gave an update on the 2017 Facility Renewal New Budget Items (NBI's). These included:
 1. Fire Station 24 emergency generator and associated electrical wiring/circuit/harness replacement and regulatory code standard
 - \$50,000
 2. Public Works training and meeting space renovation
 - \$30,000
 3. Fire Station 24 and 25 outdoor phone installation
 - Cost TBD
 4. Rosehill Community Center Point Elliott Room floor replacement
 - \$55,000
 5. Rosehill Community Center security camera installation
 - \$6,240
 6. Rosehill Community Center computer and sound system technology replacement
 - \$21,400

Phillips stated that the City followed the City Council approved Facility Renewal Program and that an interdepartmental cross functional team evaluated renewal projects on set criteria. Councilmember Schmalz inquired whether or not the Lodging Tax funds could potentially fund the Rosehill Community Center items. Mayor Gregerson stated that there were a number of items already on the list for Lodging Tax grants but that the City would add these items also. Councilmember Lord commented that he really liked the process that the City is using to determine and plan for facility renewals. There was a discussion on how the Facility Renewal Fund would be funded and Mayor Gregerson stated that that would be determined during the budget process. Phillips then discussed briefly Future Facility Renewal items.

2. MSD Phillips then gave an updated on the 2017 Capital Equipment New Budget Items. These included:
 1. Replace two police patrol vehicles
 - \$112,890
 2. Replace functionally obsolete ambulance
 - \$288,850
 3. Public Works heavy equipment trailer
 - \$25,000
 4. Public Works mini-excavator with operational attachments
 - 95,000
 5. Scissor lift replacement
 - 24,000
 6. Fire Department thermal imaging cameras (3)
 - \$25,500
 7. Emergency Management Services LUCAS chest compression systems
 - \$40,000

Phillips stated that the City followed the City Council approved City-wide Capital Equipment Replacement Program that would ensure special purpose city equipment is properly maintained and kept in peak operational material condition, and replaced when no longer mission capable or functionally serviceable. Phillips again stated that an interdepartmental cross functional team evaluated proposed Capital Equipment candidates utilizing set criteria. Phillips discussed future Capital Equipment Items and explained the process and planning for the future. Council President Champion stated that he liked that the City was following this process and planning and was pleased that the City is following City Council direction on this subject.

3. Finance Director Volesky reviewed the 2017 Budget Process Timeline Document and stated that the City was still on schedule with the budgeting process. Council President Champion stated that he was pleased to see the revenue projections but wanted to know when the committee would be seeing the expense side of the budget. Mayor Gregerson stated that the City would be presenting the Draft 2017 Budget at the next Finance and IT Committee meeting on September 13th. Volesky also shared the general fund revenue projections and asked that the Committee member contact him with any questions or comments. Council President Champion also asked what outstanding budget items may still come up that have not been addressed. Mayor Gregerson stated that changes from the cost allocation plan and CBA's still needed to be addressed as well as the request from the Snohomish County Health District and the School Resource Officer.
4. Mayor Gregerson lead a discussion on the overtime costs and potential need for volunteer coordination resources in regards to the July 30th incident.
5. Volesky reviewed the items on the RAIL list and Council President Champion stated that the committee still needs to discuss how to address the rising costs of health benefits.
6. Lastly the committee discussed the agenda items for the next meeting.

The meeting adjourned at 7:55 PM.

Next Meeting: September 13, 2016, 6:30pm at City Hall

Agenda:

1. Review 2017 Budget Process Timeline Document
2. Review Draft Budgets & NBI's
3. RAIL Update
4. Set October's Agenda