



11930 Cyrus Way, Mukilteo Washington 98275

City Council Finance & IT Committee
Committee Meeting No. 2016-9
Mukilteo City Hall
Tuesday September 13, 2016

Meeting Minutes:

In attendance were Council President Bob Champion, Councilmembers Randy Lord and Steve Schmalz, Policy Analyst Marko Liias, Human Resources Manager Julie Good, and Finance Director Doug Volesky.

1. Policy Analyst Marko Liias led a discussion to make the Committee aware of the possible Public Works Building Relocation. Liias reviewed different location options as well as a possible joint initiative with WSF for storage and use of equipment. The Committee had several questions. Liias will follow up if further information becomes available or if any action needs to be addressed.
2. Finance Director Volesky gave an update on August revenue and expense financial reports. Councilmember Schmalz asked if further detail could be provided on the revenues for the Recreation Department. Volesky said the City would provide such an analysis. Councilmember Lord asked if one-time, large transactions could be broken out from REET and have the graphical presentation show what the revenue trend would look like without these large transactions. Volesky stated that he would do that.
3. Volesky also presented an eight year General Fund Balance Analysis which showed beginning and ending fund balances as well as percentage of total budget each year. He also presented a General Fund Reserve Levels for Comparable Cities and discussed reserve policy.
4. Human Resources Manager Julie Good gave a presentation on alternative employee benefit plan options that the City is looking into for 2017. These packages are currently being discussed as part of teamster negotiations.
5. Volesky briefly discussed the 2017 Budget Process Timeline Document. Volesky stated that the City was still on track with meeting all the mutually agreed upon budgeting deadlines. He then presented the Draft 2017 Budget by department as well as the Operational NBI's which included:
 - Ladder Truck and Incident Command Services ILA
 - Waterfront Redevelopment
 - School Resource Officer

- Park Plan Update
- Salary Survey

Council President Champion asked to explain the difference in the City contribution for the School Resource Officer as compared to what was presented in the previously approved Agenda Bill. Volesky explained that the agenda bill was an estimate using a 75% - 25% breakdown of approximately \$100K. The actual salary and benefit number did come in a little higher. All committee members also asked several questions about the salary survey and asked to see the actual survey.

6. Lastly, Volesky reviewed the current Change Order Policy that was set with Resolution No. 2005-18. Committee members said they would review to see if they should suggest any changes. Volesky stated that the City would continue to follow the current policy until any changes are made.
7. Lastly the committee discussed the agenda items for the next meeting.

The meeting adjourned at 8:50 PM.

Next Meeting: October 4, 2016, 6:30pm at City Hall

Agenda:

1. Review 2017 Budget Process Timeline Document
2. Set November's Agenda