



City Council Finance & IT Committee
Committee Meeting No. 2017-6
Mukilteo City Hall
Wednesday, June 28, 2017 4:30 PM

Meeting Minutes:

In attendance were Councilmember Randy Lord, Councilmember Christine Cook, Councilmember Scott Whelpley, Mayor Jennifer Gregerson, Finance Director Michelle Meyer and Long Range Finance Committee members Sarah Kneller, Kelly Colman and Frank Foster. Public Works Director Mick Matheson and Assistant City Engineer Andrea Swisstack attended the first half of the meeting.

1. Introduction of Long Range Finance Committee Members: Each person in attendance introduced themselves and provided information about their experience. The Long Range Finance Committee (LRFC) members will continue to attend the Finance & IT Committee meetings, but additional meetings will also be scheduled for that Committee to meet separately.
2. 11th Street Right-of-Way Vacation: The Public Works Director and Assistant City Engineer provided background on a lift station project that the Mukilteo Water & Wastewater District (MWWD) is working on and explained that, in accordance with code, the city could either charge the District for 50% of the appraised cost of the parcel or waive the fee because MWWD is a governmental agency. A discussion ensued between all members in attendance regarding the partnership between the two entities and the potential impacts to customers and the project.

All Finance & IT Committee members agreed they would be willing to waive the fee in the interest of benefiting the project and the partnership between the agencies; two out of three Long Range Finance Committee members also agreed with this approach. One member of the LRFC believed it would be better to assess the fee and use the funds to do something positive for the community in partnership with MWWD.

3. TIB Grant Application: The Public Works Director provided background on the Transportation Improvement Board (TIB) purpose and explained the current scope of the Harbour Reach project. The Assistant City Engineer and Mayor also provided additional information regarding the project. Committee members discussed the opportunity to apply for a TIB grant for the project and the potential need for matching funds.

The Committee agreed to transfer the topic to the Infrastructure Committee for further discussion.

Note: After the meeting, Public Works staff notified the committee that grant funds could be used for the 20% City match requirement.

4. REET numbers to date: The Finance Director provided an updated on revenues in the REET funds as of the end of May. Revenues for the first three months of the year were higher than the same time in 2016, but revenues for months four and five were slightly lower. Updated information to include June revenues will be provided to Council at their July 17th meeting.
5. 2017 Budget Amendments: Director Meyer reviewed seven budget amendments that were identified for the first half of 2017. Councilmember Lord asked for a summary sheet to be provided to Council that showed which items were previously approved. Councilmember Whelpley asked for more information to be provided regarding the change in price of the Ambulance that was purchased.

The Committee was supportive of putting the amendments on the Council agenda for August 7th.

6. Set July Agenda: Topics identified included a discussion of alternate funding sources for the TBD and a review of capital items for the 2018 budget.

The meeting adjourned at 6:30 PM.

Next Meeting: July 26, 2017, 4:30 PM at City Hall

Note: The Long Range Finance Committee members will meet at 4:00 PM on July 26, 2017 prior to the start of the regularly scheduled meeting.