

March 8, 2002 Marysville City Council Retreat LaConner, WA

Present: Mayor David Weiser, Councilmembers Mike Leighan, Suzanne Smith, Donna Wright, Jeff Seibert, Jon Nehring, John Soriano.

Also Present: Chief Administrative Officer, Mary Swenson; City Attorney, Grant Weed; Planning Director Gloria Hirashima; City Engineer, Robin Nelson; City Clerk, Gerry Becker; Finance Director, Sandy Langdon; Community Information Officer; Doug Buell; Recording Secretary, Roberta Stevens.

Facilitators: Greg Prothman, Kathie Oeser

Mayor Weiser opened the retreat at 9:00 a.m. and after introducing Mr. Prothman and Ms. Oeser of The Prothman Company, turned the session over to them.

Mr. Prothman asked each Council and Staff member what they perceived the retreat would accomplish. He then asked each person to interview their neighbor and pose three to five questions to give an understanding to the others about their backgrounds and expectations. This exercise was appreciated by all present, and very insightful.

Mr. Prothman next asked the Councilmembers to list their future vision for the City. The results were posted on the wall and each list was discussed by all. Important commonalities were covered:

1. Population estimates in 20 years were from 60,000 to 110,000.
2. North Marysville was seen as a business park and possibly could include auto malls.
3. South Marysville was envisioned as the Image portion of Marysville.
4. Economic development in all areas.
5. Additional transportation methods with several solutions were offered.
6. Incorporation of the Tribes with future development.
7. The development of the Ebey Slough area as a waterfront activity center that would include walkways, restaurants, murals, etc.
8. Freeway off ramp at 152 Street.
9. Family community center.

10. Develop a sense of community.

Further insights for the future included:

Incorporating East Arlington and Granite Falls in multiple business cores.

The need to build up regarding multi-level buildings for businesses and residences due to the available soil characteristics and possible growth.

Also necessary expanded public service, i.e. additional police and fire protection.

Mr. Prothman said that a common vision statement was critical for the City Council to develop.

He said that the cooperation at the retreat between Council and staff was good, and that the dialog between the two groups needs constant attention so that staff feels comfortable with the Council. He encouraged the Council to contact staff if they have questions prior to all Council meetings and work sessions.

The Work Shop was adjourned at approximately 4:45 p.m. until 9:00 a.m. on March 9.

Approved this _____ day of March, 2002.

Mayor

City Clerk

Recording
Secretary

March 9, 2002

Marysville City Council Retreat

LaConner Country Inn

Attendance:

David Weiser, Mayor
Mike Leighan, Mayor Pro Tem
Donna Wright, Councilmember
Jeff Seibert, Councilmember
Jon Nehring, Councilmember
John Soriano, Councilmember

Staff Present:

Mary Swenson, Chief Administrative Officer
Grant Weed, City Attorney
Gerry Becker, City Clerk

Others:

Greg Prothman, Facilitator
Kathie Oeser, Facilitator

Councilmember Suzanne Smith was absent.

Welcome – 9:00 a.m.

Mayor Weiser welcomed those in attendance to the second day of the City Council Retreat. He explained that Councilmember Smith called and said she wasn't feeling well and would not be returning for today's session.

Mayor Weiser said he enjoyed the session yesterday and believed staff and City Council gained additional knowledge with the discussions relating to the relationships between both groups and the vision for the city's future. He added that today's session was to proceed with the procedure of filling the Council vacancy and also to discuss updates to the Resolution dealing with the procedures for the conduct of business at Council meetings.

Traits of an Excellent Mayor/Council/Staff Relationship

Mr. Prothman distributed copies of a handout entitled "Roles and Responsibilities". A short discussion was held on the various "Do's and Don'ts" and Ms. Swenson added that this topic would be scheduled for a future Work Session for Council.

Selection and Procedure to Fill Council Vacancy

Mr. Prothman explained in order to begin the process of selecting a person to fill the Council vacancy it would be necessary to discuss a process to follow, and to set some common criteria regarding what characteristics the Council would be looking for.

City Attorney Weed explained the state law regarding the number of votes required to elect a candidate, the advertising requirements, and the receipt of letters of interest/resumes from candidates, and that all selection action is required to be taken during an open public meeting. Mr. Weed reviewed some suggestions regarding the selection process and after discussion it was decided that Mr. Weed would prepare a procedure document that would be discussed at the March 11th, Council meeting. Council indicated they would be conducting interviews at the March 18th Council Work Session.

The retreat was recessed for a 10-minute break and reconvened at 10:45 a.m.

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Council Rules of Procedure

Copies of the Resolution relating to procedures for the conduct of business at Council meetings were distributed. Mayor Weiser asked if Council wished to review each section or if individually they wished to bring up their questions and concerns. After a brief discussion by the Council Mr. Weed indicated he would incorporate all the items discussed and have a revised Resolution prepared for an upcoming Council Work Session.

Adjournment

Mayor Weiser adjourned the retreat at approximately 12:05 p.m.

Approved this _____ day of March 2002.

David Weiser, Mayor

Gerry Becker, City Clerk

Mayor Weiser called the meeting to order at 8:35 a.m.

Present: Mayor David Weiser, Mayor Pro Tem Mike Leighan, Councilmembers Suzanne Smith, Donna Wright, Jeff Seibert, Jon Nehring, John Soriano, Lisa Vares.

Also Present: Chief Administrative Officer, Mary Swenson; Police Chief Bob Carden; Finance Director, Sandy Langdon; Community Development Director, Gloria Hirashima; Public Works Superintendent, Larry Larson; City Engineer, Robin Nelson; City Clerk, Gerry Becker; Court Administrator, Suzi Larsen; Recording Secretary, Roberta Stevens.

Work Shop Facilitator, Greg Prothman
Finance Director, City of Everett, Bill Cushman

Mayor Weiser announced that this would be a continuation of the LaConner Retreat, and extended a welcome to Mr. Cushman. Mayor Weiser and Mayor Pro Tem Mike Leighan extended a welcome to the people attending the work shop.

Ms. Swenson said that she hoped that staff could get a perspective of the long term priorities of the Council and be able to stay on track with the Council's wishes. She also advised that this was the first time that the Council had been involved with the beginning of the budget process, and hoped it would assist them to better understand the process.

Mr. Prothman asked for each attendee to introduce themselves. He pointed out that the 2003 budget process begins today, and asked that the Council be thinking of service levels in the face of declining revenues as the process continued.

Ms. Langdon gave a PowerPoint/Excel presentation of the finance model that Mr. Cushman was instrumental in initiating in Everett. It encompassed the historical figures of the past, current, and future years. There were questions which were answered during the presentation. A general discussion of the model took place with various scenarios presented by Ms. Langdon. The Council was favorably impressed with the capabilities of the model.

Chief Carden presented his thoughts on how the services of the police department might change in the future.

Mr. Leighan said he would like to see a city wide effort on efficiency, and not just throw people at the problems. He spoke of adjusting hours where necessary for more efficiency.

Mr. Seibert said that with the limitation of 1% of taxation revenue that the city needs to work out ways with the lower echelon to save money; these are the people that see ways every day to reduce spending.

Mr. Soriano asked if there would be a way to accelerate the projects that would attract businesses and focus on capital projects.

Ms. Vares said she would like to see more emphasis on how to work out the water issues at the north end.

Mr. Leighan mentioned that it has never been determined by the Council what kind of mix they wanted in businesses such as what percentage of living wage businesses, and what percentage of sales tax deriving businesses.

Mr. Seibert noted that the more family wage jobs you have the more you would increase the need for sales tax revenues.

Ms. Smith said she would like to see MERC committee meeting two times a month instead of one.

Mr. Ballew said the departments would like to hear from the Council on how they felt by instituting or increasing user fees for services.

Mr. Prothman said that in speaking with Mayor Weiser and Ms. Swenson he felt the staff needs a clear direction on how the Council wants to institute, fee increases, tax increases, or service increases/decreases.

Mr. Nehring asked about user fees to maintain the different programs.

Ms. Smith asked if the Council was charged with making a decision on the fee usage issue at this time. If there is a user fee, she would like it to be needs based, and she feels that new growth should be paid for by user fees.

Ms. Vares said that she is pro-growth and believes that new businesses should be welcomed by giving tax incentives for growth and no user fees applied for a certain length of time.

Mr. Seibert said he thought that user fees were certainly preferable to raising taxes. He also thought that new businesses should be given incentives to encourage them to locate in Marysville.

Ms. Wright said she was in favor of user fees as well.

The Council agreed that they wanted to at least maintain the service level that the citizens are now receiving.

Gambling impact fees was discussed.

Ms. Swenson cautioned trying to do too much with the fees charged.

Mr. Prothman agreed, saying that when the economy goes down, the need for services goes up. He then listed the three things that he heard from the Council discussion:

- ❖ Maintain Services
- ❖ Grow the economy
- ❖ Institute some sort of user fees for appropriate items

He asked if the Council was willing to spend down a small amount of the ending fund balance. The consensus was that the Council was not willing to spend any of the fund on day to day items, that it might consider spending a small amount for a special project, but did not want to make that an easy target in the future.

Ms. Becker shared that Public Works had received a check for \$25 recently from a lady that frequently uses the RV dump at near Public Works. The city does not charge for these services, and she suggested that if a sign was installed indicating the services were free, but donations were accepted, that possibly more people would donate.

Ms. Langdon mentioned a city on the East Coast has a program she referred to as "Round-Up". The citizens are allowed to "round-up" their utility bills to the next dollar with the difference going to the Parks & Recreation fund. Not only has this been a good fundraiser for the city, but people have donated more than just the change on rounding up. She also mentioned that soon the city will be accepting credit cards and is working towards a system to pay the bills over the website.

Mr. Ballew gave the Parks & Recreation report with their capital projects, mentioning a company that will develop trails from conception to completion in around 90 days. Using Parks staff to build the same trails would take several years.

The majority of the Council wanted to proceed with Strawberry Fields Phase II as soon as Phase I was completed.

Mr. Nelson said that several multi year projects will be completed in 2003. The pavement management system was discussed. Mr. Seibert said that ICC Snohomish County Tomorrow has identified three economic and regional centers, Canyon Park, Lynnwood, and Paine Field. Arlington has petitioned to be included because of the airport.

Mr. Larson said that when the filtration plant is operational, one additional full time employee will be needed. He also said that one additional vactor is needed for flushing mains. The worst road confronting the city at this time is Sunnyside Avenue, it is in the rebuild stage at this time. State Avenue volume and traffic is also of concern. The Council indicated the street maintenance program needs immediate attention.

Ms. Hirashima said that with the consolidation of departments in her area, she hopes to realize some internal efficiencies. Several people have indicated an interest in proceeding with annexation by election. A discussion ensued regarding making a fee list for "unique" projects. She indicated that she has three development interns coming on board; but these interns are not really suitable for long term projects, as they are generally available for only about four months.

Ms. Langdon reported that the financial management system will hopefully be up and running by 2003. She also believes that the credit card payments on line and by telephone will be completed by the end of May this year.

Ms. Larsen said that the probation counselor is considering retiring in 2003. The Court will need to make a decision at that time if they want to continue the services, it may be possible the Court will need two counselors. Her office has developed written administrative rules. Arlington will be on board soon, with the same arrangement as Lake Stevens.

Chief Carden said that the 800 MHZ radios will be in place this year. The facility remodel is completed; however there are space issues; and the detectives need to be moved back to the Public Safety Center. They hope to start the citizen academy in September. He touched on the decrease in social services with the downturn in the economy, and noted that there will be more mental health issues for them to deal with. Some of the things that will be coming to Marysville are home detention devices, and transition homes for convicted released sexual predators.

Ms. Swenson said that the only labor contract they will work with this year is MPOA, and she does not foresee any problems with it. She is planning on meeting with representatives from MPOA, Teamsters, Management, and Salaried employees this year to discuss benefits. There may be a better way to do it than the city is currently using. She would like to see more economic development, and is interested in the facility needs report when it is completed.

Mr. Leighan said he believes that focus should be on intertie roads, the proposed I-5 off ramp, 51st & 57th streets, the drainage in the north end. A multi-use large regional park is also a focus that Mr. Leighan would like to see.

Ms. Smith said she is very interested in the "Round-Up" program Ms. Langdon presented; Ms. Swenson said that she would give Ms. Smith the AWC bulletin that discussed the program. Ms. Smith would like to make some progress on the annexation issue as well. She would like the city to do everything in their power to support the passing of the school district levy. She also congratulated the individual departments on their cooperation with each other.

Mr. Soriano would like the Waterfront Park to be brought before the MERC committee, and to look into obtaining a storefront improvement grant.

Mayor Weiser said that the commuter rail proposal from Everett to Vancouver, B.C. is looking at two stops in Marysville. One stop is planned between 4th and 8th Streets, and the other at English Crossing.

In closing, Ms. Swenson said she would write a memo to the directors regarding what she heard at the meeting for budget purposes.

Mayor Weiser remarked that he had not heard any surprises at this meeting and thanked everyone for their participation.

Mr. Leighan thanked the staff and the Mayor for the early input to the 2003 budget process.

Meeting adjourned at 2:30 p.m.

Approved this _____ day of May 2002.

Mayor

City Clerk

Recording
Secretary