

**ORIGINAL**

**Marysville City Council Meeting**  
**November 12, 2002**                      **7:00 p.m.**                      **Public Safety Center**

000137

***Call to Order/Pledge of Allegiance***

CORRECTED: SEE 11-26-02  
MINUTES

Mayor David Weiser called the November 12, 2002 meeting of the Marysville City Council to order at 7:18 p.m.

***Invocation***

Chaplain Dennis Niva gave the invocation.

***Roll Call***

Mary Swenson called the roll:

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

**Staff:** Police Chief Bob Carden; Mary Swenson, Chief Administrative Officer; Sandy Langdon, Finance Director; Grant Weed, City Attorney; Gloria Hirashima, Community Development Director; and Robin Nelson, City Engineer.

***Committee Reports***

Councilmember Jon Nehring commented that the MERC Committee met Wednesday morning. There was nothing new to report, but he added that he would be bringing the Gardner Johnson report to the Council soon.

Councilmember Donna Wright noted that the Public Safety Committee met this week. She said that the canines are on duty now. She also added that they are looking at the Citizens' Academy and will be getting further information on that.

***Audience Participation***

Ed Mohs, 1214 Beach Avenue, Marysville, WA 98270 introduced the "Neutral Zone" program, a community support program to provide youth with a positive place to be. The cities of Lynnwood and Mountlake Terrace currently provide this program, which includes educational and recreational activities. In 1997 the Mountlake Terrace Police Department announced a 61% decrease in juvenile arrests with the institution of the program. Mr. Mohs suggested that Marysville begin this type of program to assist youth

and to help stem the tide of violence and problems with youth. He offered his assistance to a public safety program in the future.

Councilmember Leighan said he worked on the Mountlake Terrace Program about ten years ago. He mentioned that the city does have the Y-Zone, the after school program and the summer program. He mentioned some recent financial problems that the Neutral Zone has had and pointed out that it is an expensive program that requires a lot of community involvement. He appreciated Mr. Mohs' willingness to get involved. He added that there is a youth summit that meets at the PUD on Thursday nights from 7:00 p.m.-9:00 p.m.

### *Approval of Minutes*

#### **A. October 28, 2002 City Council Workshop.**

**Motion** by Member Leighan, Second by Councilmember Smith to approve the minutes. The **Motion** carried unanimously (7-0).

#### **B. October 28, 2002 City Council Meeting.**

**Motion** by Councilmember Leighan, Second by Councilmember Nehring to approve the minutes. The **Motion** carried unanimously (7-0).

#### **C. November 4, 2002 City Council Work Session.**

Member Seibert noted that there was an error on page 7. In the second paragraph under Proposed 2003 Budget, the City Attorney's name should be spelled Weed, not Reed.

**Motion** by Councilmember Smith, Second by Councilmember Soriano to approve the minutes as amended. **Motion** carried unanimously (7-0).

### *Consent Agenda*

**A. Approval of November 12, 2002 Claims in the Amount of \$989,865.08; Paid by Check No. 70122 through 70415 with Check No. 55942, 68170 and 69998 Void.**

**B. Approval of October, 2002 Payroll in the Amount of \$1,162,085.49; Paid by Check Nos. 44206 through 44391 with Cancelled Check No. 44384 and Check No. 44381 Void.**

**C. Approval of New Liquor Licenses for the Great Northern Tavern and Smokey's Cascadia.**

**E. Approval of Design Service Contract with Sparling for the Edward Springs Standby Generator and Authorize Mayor to Sign Contract.**

000139

**F. Approval of Time Extension for Professional Services Agreement with Perteet Engineering; SR 528 Columbia to 55th Drive Road Improvements.**

**G. Accept the 2002 Street Overlay Project as Complete and Begin 45-Day Lien Filing Period.**

**H. Contract for Deferred Construction of Curbs, Gutters, and Sidewalks; Four "M's" Limited Family Partnership.**

Councilmember Nehring requested Consent Item A be removed from the list for further discussion. Councilmember Seibert requested that Consent Item G also be pulled for discussion.

**Motion** by Councilmember Wright, second by Councilmember Vares to approve Consent Agenda Items B, C, E, F, and H. **Motion** carried unanimously (7-0).

**A. Approval of November 12, 2002 Claims in the Amount of \$989,865.08; Paid by Check No. 70122 through 70415 with Check No. 55942, 68170, and 69998 Void.**

Councilmember Nehring asked for clarification about three different checks. He was satisfied with the explanations.

Councilmember Soriano asked a question about the settlements for right-of-way on State Avenue. City Engineer Robin Nelson replied that they have settled on five parcels and have offers out on eighteen others. He said things were progressing very quickly with regard to that issue.

**Motion** by Councilmember Nehring, second by Councilmember Soriano to approve Consent Agenda Item A. **Motion** passed 6-1 with Councilmember Leighan voting against.

**G. Accept the 2002 Street Overlay Project as Complete and Begin 45-Day Lien Filing Period.**

Councilmember Seibert addressed Mr. Nelson and asked if they had reviewed the striping issue. Mr. Nelson replied that they had checked it out and will be taking action on it. He noted it was a contractor error.

**Motion** by Councilmember Vares, second by Councilmember Seibert to approve Consent Agenda Item G. **Motion** carried unanimously (7-0).

CORRECTED: SEE 11-25-02 MINUTES

*Review Bids*

000140

**A. Wastewater Treatment Upgrade and Expansion; Phase 1.**

Robin Nelson, City Engineer updated the Council. The city received five bids. The bids ranged from \$5,687,097 to \$7,351,000. The bid tabulation is included in the packets. References have been checked. The apparent low bidder was IMCO, however the City has received a protest from McClure and Sons, Inc. based on the fact that the apparent low bidder submitted his subcontractor list within one hour after the bid. It was received at 10:49 a.m. on October 31, 2002, the day that the bids were opened. The bid opening was at 10:00 a.m. Copies of the two letters of protest received are included in the packet. Council was asked to either award or to subsequently take other action on this project.

Mr. Frank Imhoff, President of IMCO General Construction addressed the Council regarding the protest of the bid. He stated that they were the low bidder. He explained that RCW requires that the contractors name either themselves or their subcontractors for electrical work, HVAC work, or plumbing at the time of the bid or within one hour of the bid opening. This is standard procedure on all public works contracts in the State of Washington and he believes they are in strict compliance with the law. He added that the protest of the second lowest bidder has no merit. Finally he said that they would like to do the project and that he had hoped there would be a recommendation from the engineer to the Council.

City Attorney Grant Weed asked if Mr. Imhoff had the electrical subcontractor's bid in hand before the opening of the bid. Mr. Imhoff said he did and did not submit it because it was not required at the bid time. He added that during the last ten minutes of the bid there are a lot of quotes coming in. Their company typically utilizes that last hour to complete that final part of their bid.

Mayor Weiser thanked Mr. Imhoff. There was no further public comment.

Councilmember Leighan requested a brief executive session based on the fact that the bid was under question.

Council adjourned into Executive Session at 7:40 p.m.

Council was called back to order at 7:48 p.m.

**Motion** by Councilmember Nehring, second by Councilmember Leighan to reject all bids and call for a re-bid of the Wastewater Treatment Upgrade and Expansion; Phase 1. **Motion** passed 6-1 with Councilmember Smith voting against.

**Public Hearings**

000141

**A. Proposed 2003 Budget and Setting the Property Tax Levy.**

Finance Director Sandy Langdon and Chief Administrative Officer Mary Swenson gave a PowerPoint presentation describing the proposed 2003 budget and the impacts of setting the property tax levy. Ms. Swenson commented on the extensive work and the difficulties they have faced on this budget. For the first time in years they are faced with having to eliminate positions.

Ms. Langdon gave an overview of the total city Preliminary Budget and the 2003 total city Operating Revenues and Expenses. She discussed the option to raise property taxes up to 1%. The banked capacity is currently at zero. The city can approve 1%, but levy a lesser amount and bank the difference for future use. Ms. Swenson added that the budget proposed includes the 1% property tax increase. Ms. Langdon reviewed the costs and benefits to collecting the 1% property tax versus not collecting it. Ms. Swenson emphasized the cumulative detrimental effect of not taking the 1%.

The following initiatives were discussed regarding the affects they will have on the city by July 2003. They will also impact future years' budgets as losses in revenue:

- I-695 - has resulted in a loss of \$500,000 from motor vehicle revenue
- I-747 - \$500,000 council authority
- I-776 - \$200,000 street revenue.
- I-790 - \$282, 000 AWC estimates 15% pension contribution of public safety personnel salaries (city review estimates \$77,000 additional expense annually)

Ms. Langdon reviewed the General Fund Revenue and Expenses. Ms. Swenson noted that Capital Outlays have been essentially eliminated from the budget. 2% is a very small amount for this category. The 2003 Preliminary Budget for the General Fund was reviewed especially noting voluntary reductions. Even with those cuts, the chart showing the General Funds Budget for up to the year 2007 shows a severe downward trend in fund balances. This is still assuming the 1% property tax increase.

Ms. Swenson explained that they have asked the various departments to get creative with ways to increase revenue – ways to charge for things that they are not currently charging. She cited as an example the police department charging for copies and criminal history checks. She also noted sharing animal control with the City of Arlington.

Ms. Langdon reviewed the Expenditure Reductions including reducing 7 staff positions resulting in a reduction of \$135,971. Councilmember Nehring asked when the staff reductions would take place. Ms. Langdon said near the first of the year. Also noted were reductions in seasonal labor, Community Development, Park and Recreation, Executive, Engineering, and Vehicle Replacement, Human Services Grants, and Crime Prevention Coordinator.

000142

Staff is recommending to Council to:

- Approve the 1% Property Tax Increase.
- Approve 2003 Revised Preliminary Budget of \$102,665,474
- Continue reviewing 2003 Budget through the 2003 year with quarterly updates to City Council at a minimum.

Councilmember Nehring stated that it was unlikely the budget would get much worse and that it was possible that it would even get better with increased economic development.

He asked how much money was in the reserve. Ms. Langdon said it was an estimated \$3.6 million at the end of this year.

Ms. Swenson echoed that it is vital that the City pursue ways to increase economic development.

#### Public Comment

Mr. James Maples, 1635 Grove Street, Marysville, addressed the Council. Mr. Maples currently represents the Marysville Police Officers' Association as its president. He expressed concerns about the budget and the trend that the city is facing. The Police Officers' Association is concerned about staffing in the Police Department. Crime is on the increase and public safety needs to be the number one concern. The violent crime rate has dramatically increased. The study done by the city shows that the city needs even more officers yet the budget does not allow for hiring those officers. To simply maintain the community services we have now they need the two officers. That does not account for increasing needs. His stated that his main concern is public safety and emphasized that the Council needs to look for alternative revenue sources to provide for those officers.

#### Questions for Mr. Maples from Council:

Councilmember Smith asked about the alternative revenue sources that Mr. Maples mentioned. She asked how he felt about lifting the Card Room Moratorium. Mr. Maples stated that from a law enforcement standpoint it would be a wise choice. He said the gambling from other sources already impacts them. Councilmember Nehring asked if they wouldn't need more officers to deal with problems associated with gambling. Mr. Maples stated that they are already impacted and already having to deal with it.

#### General Questions about the Budget:

Councilmember Leighan stressed that Council would be remiss to not take the 1% Property Tax Increase. He commented that the Council is not only responsible for cutting costs, but that they are also should be concerned about being fiscally responsible members of the council by increasing revenue sources when possible.

000145

Councilmember Smith stated that she has a problem with the increases in parks fees.

Discussion followed about the staff reductions. There are four full-time, two part-time and one contract position. Councilmember Nehring said that he was assuming that the cuts are from positions that were having problems. Ms. Swenson said that the cuts are based on efficiency in operations.

Councilmember Nehring also asked about the rainy day fund. Ms. Swenson and Ms. Langdon emphasized that the money was not normally used for economic downturns, but more for unforeseen events.

Councilmember Nehring asked if it would be possible for all travel expenditures to come before the Council for approval. Ms. Swenson said she feels the city does a pretty good job at controlling travel expenses. She felt it would be extremely cumbersome for the Council to review all expenditures.

Councilmember Wright noted that taking the 1% property tax increase was a right given to the Council by the citizens and she would be in favor in taking it. She said that she would rather not increase the utility tax 1%. She added she was in favor of increasing charges for admissions as this would be a voluntary expense. She was also in support of lifting the Card Room Moratorium.

Councilmember Leighan asked about personal memberships. Ms. Swenson said all memberships and dues would be analyzed in the coming quarter.

Councilmember Soriano said that he agrees that taking the 1% would be the responsible thing to do, but that 2% or 3% would be even better. He also mentioned that he didn't have a problem with any of the revenue options.

Ms. Swenson again emphasized that the city needs to focus on economic development and other ways of raising revenues along with cutting costs.

Councilmember Seibert commented on the difficulty of making this budget. He said he has a difficulty with the employee reductions, but unfortunately he feels it is necessary. He added that he was interested in taking the 1% and banking it.

Councilmember Vares said she has struggled with the 1% property tax increase. She discussed the process that the Council has gone through in addressing the issues. She said she was in favor of banking the 1% in order to force the city to make tough changes.

Councilmember Nehring concurred with Councilmember Vares. He said the city needs to focus on creating a new model of government – one that is more efficient and worthy of more trust from the citizens. He added that he hoped they would consider adding back some of the employees, especially the police officers.

Councilmember Smith stated that she was not in favor of raising the utility tax or in lifting the Card Room Moratorium.

Councilmember Leighan commented that the 1% property tax would effectively be a couple dollars per household and would not be largely felt. He again stated he was in favor of taking the 1% and not banking it.

Councilmember Seibert stated that he agreed that it was not too much of an increase per household, but in combination with all the other fees and increases it could be the proverbial straw that breaks the camel's back.

Councilmember Leighan discussed the responsibility of the Council to act on correcting the problems with the budget. He disagreed with the notion that banking the money would result in forcing the city to make the tough changes. He believes it would be irresponsible not to use the money now.

Councilmember Vares asked what the property taxes for large businesses like Fred Meyer would be. Ms. Langdon wasn't sure. She asked if businesses on tribal lands across the freeway paid property taxes. Mayor Weiser said he didn't believe they did, but he wasn't sure.

Councilmember Nehring stated he felt that the city was presenting a mixed message to the public with the budget. This was based upon the city's investments in promoting growth. He did not feel this was consistent with the bleak economic forecast.

Mayor Weiser asked the Council if they thought it would be any easier in 2004 or 2005 to raise the property tax. Also, with regard to the reserve fund, he stated that the reserves have gone down, but as a percentage of the budget it has dropped dramatically. The Mayor also stated that it should be a rainy day fund and not used to solve ongoing problems. The current economic situation warrants making tough changes.

Ms. Langdon said that they need to submit by November 15, which is this Friday.

There was a break taken from 9:03 until 9:08.

### ***Ordinances and Resolutions***

#### **A. An Ordinance of the City of Marysville, Washington Upon All Property Real, Personal and Utility Subject to Taxation within the Corporate Limits of the City of Marysville for the Year 2003.**

**Motion** by Councilmember Leighan, second by Councilmember Wright to approve Ordinance No. 2454 increasing the property tax by 1%, which would levy the property



tax at \$4,516,000. **Motion** failed 4-3 with Councilmembers Vares, Seibert, Nehring and Smith against.

**Motion** by Councilmember Nehring, second by Councilmember Vares to approve Ordinance No. 2454 which would be a 0% increase in property taxes and which would levy the property tax at \$4,475,000. **Motion** passed 4-3 with Councilmembers Wright, Soriano and Leighan voting against.

**Motion** by Councilmember Wright, second by Councilmember Seibert to direct staff to come forward with an ordinance instituting an admission tax. **Motion** passed 4-3 with Councilmembers Vares, Nehring and Leighan voting against.

#### **B. An Ordinance of the City of Marysville to Increase the Property Tax Levy.**

**Motion** by Councilmember Vares, second by Councilmember Seibert to adopt Ordinance No. 2455, which is a 0% increase. **Motion** passed 4-3 with Councilmembers Wright, Soriano and Leighan voting against.

Discussion followed about whether or not the budget should be passed as is or whether it should be revised first. Councilmember Leighan commented on the confusion of this budget process. He said he would like to see a budget, which showed the 0% increase.

**Motion** by Councilmember Smith to pass the budget as it. **Motion** died for lack of a second.

Councilmember Nehring suggested that everyone agree that the \$50,000 be taken out of the \$89,000 balance.

**Motion** by Councilmember Vares, second by Councilmember Seibert to see a revised budget at the last meeting in November (11/25/02) showing that the \$50,000 will be taken from the \$89,000 balance. **Motion** approved 6-1 with Councilmember Soriano voting against.

#### ***Information Items***

##### **A. Mayor's Business.**

Mayor Weiser stated that he received a letter from Snohomish County asking if the city would like to participate in the County-wide Martin Luther King, Jr. community celebration. Last year two councilmembers participated. He said to let him know if any of the Councilmembers are interested. The event will take place on Thursday, January 16th, but he needs to know by Friday, November 15th.

##### **B. Staff Business.**

#### **Explanation of Performance Bond Process.**

Gloria Hirashima, Community Development Director, explained that she had included this item in response to a request from Council. One addition is that on external streets the inspectors are requiring that the final lift be completed at six months. Internal streets are allowed one year.

Councilmember Seibert thanked Ms. Hirashima. He had concerns about the vagueness of "expedient" time limits. Robin Nelson, City Engineer said that at least six months' wait was necessary to allow for settling. Councilmember Seibert said there should be some specific timelines set down by the city. There was discussion about the pros and cons of this.

**Motion** by Councilmember Seibert, second by Councilmember Nehring to bring this back for the meeting on December 2nd. **Motion** passed unanimously.

### C. Call on Councilmembers.

**Councilmember Soriano** asked Robin Nelson how the November 6<sup>th</sup> Neighborhood meeting regarding the Grove Street issue went. Mr. Nelson said a committee was formed by the citizenry to further engage ideas to solve issues. The primary issues raised were speeding, signage, pavement markings, parking, crosswalks for children and bus stops strategically located. Staff will be coming back with recommendations from that group for Council to approve.

**Councilmember Nehring** asked about the Hotel/Motel meeting. Ms. Swenson replied that they had to comply with State procedures and were working on that.

**Councilmember Seibert** asked if they could charge a mitigation fee for police services. Mayor Weiser said he wasn't sure. City Attorney Weed said he wasn't aware of any such code, but that they could do further research. Councilmember Seibert asked if he could come back next week with a more definitive answer.

**Councilmember Wright** expressed appreciation for Mayor Weiser's letter of November 7<sup>th</sup> regarding cable. She commented that a number of citizens do not receive Channel 29. Mayor Weiser said it will be addressed.

**Councilmember Vares** raised a concern about zoning ordinances regarding methadone clinics. Ms. Hirashima said she would take a look at that issue and report back to Council.

**Councilmember Leighan** commented on the memo provided by Suzanne Larsen, Court Administrator. He was impressed with Marysville Court's participation. Mr. Leighan asked about the reseeding efforts and if that would need to be redone. Jim Ballew, Parks and Recreation Director, indicated that it was progressing just fine. Mr. Leighan also commented on the Strawberry Festival and potential revenue of vendor taxes.

000147

**Councilmember Smith** asked Mayor Weiser if the city was thinking of televising meetings. Mayor Weiser indicated it was not in the budget. Ms. Smith commented on a letter she had received from Construction Waste Management regarding driving over the curbing. Mayor Weiser indicated he could not be specific, but it was being addressed. Ms. Smith also commented on the proposed bakery on Cedar Avenue and wondered if it would be a Krispy Kreme. Ms. Hirashima said she didn't think so. Ms. Smith expressed regrets regarding missing the November 6<sup>th</sup> Grove Street Neighborhood Meeting. She asked if they would be having another meeting with the Grove Street citizens group. Mr. Nelson indicated that there would be several more. She said she also would be interested in attending and hoped it would get on the calendar next time. There was discussion between Councilmember Smith and Robin Nelson regarding the status of the Doleshel Farm.

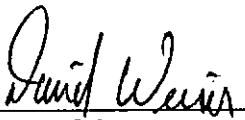
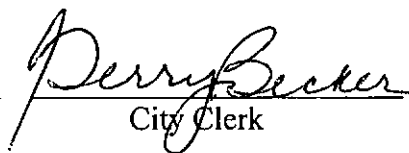
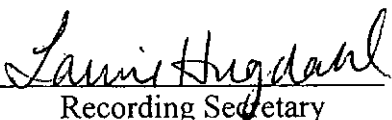
**Motion** by Councilmember Smith, second by Councilmember Seibert to direct city staff to look at police impact fees on new construction projects and bring it back as soon as possible. **Motion** passed 4-3 with Councilmembers Vares, Wright and Leighan voting against.

**Councilmember Leighan** commented that the National League of Cities is suggesting communities encourage families to take the EIC to bring revenue into the economy.

*Adjournment*

Mayor Weiser adjourned the meeting into Executive Session at 9:57 p.m. Council reconvened into regular session at 10:54 p.m., took no further action, and adjourned.

Approved this 25<sup>th</sup> day of November 2002.

 _____ Mayor	 _____ City Clerk	 _____ Recording Secretary
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**ORIGINAL**

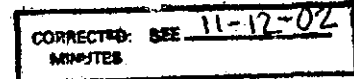
000129

November 4, 2002

Marysville City Council Work Session  
7:00 p.m.

Public Safety Center

***Call to Order/Pledge of Allegiance***



Mayor Weiser called the November 4, 2002 meeting of Marysville City Council Work Session to order at 7:00 p.m., and led the assembly in the Pledge of Allegiance.

***Roll Call***

Mary Swenson called the roll:

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

**Staff:** Police Chief Robert Carden; Mary Swenson, Chief Administrative Officer; Sandy Langdon, Financial Director; Grant Weed, City Attorney; Randy Brower, Program Engineer - Surface Water; Gloria Hirashima, Community Development Director; Jim Owens, Public Works Director, Larry Larson, Public Works Superintendent, Jim Ballew, Director of Parks and Recreation; Robin Nelson, City Engineer.

***Committee Reports***

John Soriano reported the Governmental Affairs Committee met today with Pastor Dennis Niva and Terry Deffries regarding a temporary roadside memorial. He noted that this meeting was productive as there was some agreement on putting a limit on temporary memorials.

***Consent***

- A. Approval of November 12, 2002 Claims.**
- B. Approval of October, 2002 Payroll.**
- C. Approval of New Liquor Licenses for The Great Northern Tavern and Smokey's Cascadia.**
- D. Purchase of Vehicle Lift System from City of Tacoma; Bid #G05899.**

It was requested that this item be removed until further research could be done.

**E. Approve Design Service Contract with Sparling for the Edwards Springs Standby Generator and Authorize Mayor to Sign Contract.**

Councilmember Leighan asked if this couldn't be done in house. Larry Larson indicated that it was fairly complicated. Councilmember Suzanne Smith asked if we had any electrical engineers on staff. Mayor Weiser said that we didn't. Jeff Seibert wondered if this item was in the budget. Mr. Larson replied that it was in the 2002 budget.

**F. Approve Time Extension for Professional Services Agreement with Pertect Engineering; SR 528 Columbia to 55th Drive Road Improvements.**

Councilmember Leighan commented on the delay in hearing back from Washington DOT and wanted to know what was done in house to monitor this. Robin Nelson, City Engineer stated that they have been in constant contact with them to try and get these things completed, but that the State has just been slow to respond. He said that they have been contacting the DOT bi-monthly. Jeff Seibert wanted to make sure that this delay was at no cost to the City. Robin Nelson said that was correct. Jeff Seibert added that this delay was characteristic of Washington DOT and was not unusual.

**G. Accept the 2002 Street Overlay Project as Complete and Begin 45-Day Lien Filing Period.**

Councilmember Seibert asked if part of this project involved doing the striping. Robin Nelson, City Engineer, said that it did. Jeff Seibert voiced concerns about not being able to park on 51st Street. Mr. Nelson stated that he would inquire into this matter.

**H. Contract for Deferred Construction of Curbs, Gutters, And Sidewalks; Four "M's" Limited Family Partnership.**

Councilmember Leighan asked if this was an owner occupied house or if it was slated for resale. City Engineer Robin Nelson replied that he was not sure. Mr. Leighan said that he had concerns about future owners being responsible for the sidewalks. Mr. Nelson stated that it should show up on a title search. He also noted that there were no other deferments or sidewalks along that street on either side. Councilmember Jeff Seibert asked if it was a lot that had been divided in order to build another house because it seemed odd that there would be a vacant lot in this area. Mr. Nelson did not know.

Councilmember Suzanne Smith asked why it was necessary to bring this to Council. Mary Swenson, Chief Administrative Officer, said that the Council needed to authorize the Mayor to sign this. City Attorney Grant Weed echoed this and also stated that if Council did not approve this, it could be a problem. Ms. Smith asked about the utilities variances that were no longer brought before the Council. Mr. Weed stated that the Utilities Variance Code was changed so that the Mayor no longer needs to sign them. Councilmember Leighan asked why we would need to do this under one system and not for all. City Attorney Grant Weed stated that in this case it was necessary because it was a contract. Jeff Seibert expressed frustration that this hadn't been brought to Council at an

earlier date so they wouldn't be stuck to approve it. Mr. Weed explained that the City could amend the code so that in the future Council could review each variance on a case by case basis.

Mr. Leighan also wondered why this was just now getting to the Council if the house is fully framed. Robin Nelson explained that this deferral was triggered by a building permit application and the deferral on the frontage improvements was issued on October 8. Gloria Hirashima, Community Development Director, stated that it is standard practice for building permits that defer frontage improvements.

Mayor Weiser asked if there were any further questions. There were none so he proceeded to the next item.

### *Review Bids*

#### **Wastewater Treatment Upgrade and Expansion; Phase 1.**

Robin Nelson explained that they had opened five bids on October 31 which were publicly read aloud. The bids ranged from \$5,687,097 to \$7,351,000 (excluding sales tax). They have checked all the references. IMCO Construction Company from Bellingham is the apparent responsive and responsible low bidder for this project. Staff recommends award to IMCO for \$6,170,500.25 (which includes Washington State Sales Tax). The scope of work included improvements to the wastewater treatment facility headworks, aerated lagoon system, effluent pump station, and site improvements including upgrades to the plant electrical and control systems.

Discussion followed regarding this bid.

Councilmember Smith asked if this amount included a 10% reserve. Mr. Nelson said that it didn't because on a bid this size that amount of money would be too much of a burden. Ms. Smith asked how an overture would be handled. Mr. Nelson replied that it would be brought before the Council.

### *Current Business*

#### *New Business*

#### **A. Caretaker Agreement for Jennings Memorial and Nature Park(s); Rory P. and Tracy C. Elwell. (Action May Be Taken. Public Input Accepted.)**

Mayor Weiser explained that the Council was addressing this Agreement because there hadn't been time at the last City Council meeting. Jim Ballew of the Parks Department noted a change on Page 1, Number 2 of the Agreement. The amount of the monthly compensation should be \$850.00 not \$700.00.

Councilmember Suzanne Smith asked about the scope of work required of the caretakers, especially regarding cleanup after large events such as the Strawberry Festival. Mr. Ballew stated that generally the caretaker was responsible for the cleaning of the restrooms etc. but that the Parks Department helped out if it was an especially large event.

Councilmember Jeff Seibert expressed concerns about the short notice the City had that the last caretaker was leaving. He had only given a two-week notice and had no penalty for terminating his agreement at that point. He inquired about possibly creating some way to discourage this in the future, such as a deposit. City Attorney Grant Weed said that they certainly could add some sort of disincentive for the future caretakers to leave on short notice. Mr. Seibert also asked if there was a background check done on the caretakers. Mr. Ballew said that they were given the standard Washington State background check done by the Troopers.

Councilmember Donna Wright noticed a discrepancy between the amount of time noted in Agreement and the Lease regarding the termination dates. Mr. Ballew agreed that both should be 30 days. Therefore, Number 8, Page 2 of the Agreement should say "30 days' notice" not "60 days' notice."

Councilmember Vares asked if Mr. Ballew thought there might be a chance that the work might not get done if the employee were really unhappy about his responsibilities. Mr. Ballew stated that it hasn't been a problem in the past. They have daily dialogues with the caretakers. They also encourage the caretakers to take breaks. They can get substitutes to take over for them if they will be away. The substitutes are also required to have background checks.

**Motion** by Councilmember Seibert, Second by Nehring to accept this Agreement with the addition of a section concerning forfeiture of a deposit if they don't meet the terms of the agreement and with the following changes: Section 2, Page 1 from \$700 to \$850 and Page 2 from 60 to 30 days' notice. **Motion** passed unanimously 7-0.

**B. Update - Surface Water Comprehensive Plan/Surface Water Utility Rate Study and Hydrologic Modeling/Master Drainage Basin Planning.**

A highly detailed presentation was given by Joe Simmler of OTAK and Tom Gould and Priscilla Purce of Economic and Engineering Services, Inc. (EES). Robin Nelson, City Engineer, gave an overview of the presentation including the City's objectives for this project.

Randy Brower, Program Engineer, reviewed the history and problems associated with the present system. He discussed: past activities/plans, Quilceda Creek - watershed management area, SW Utility through ILA with County, past flood events/lack of conveyance, watershed planning and new regulations. Mr. Brower concluded with photos depicting the main problem areas.

Next, Mr. Joe Simmler of OTAK displayed slides of more problem areas in the City including: 136th Street NE, BNSF Railroad Cross - Culvert, Quilceda Creek, Detention Pond on 88th Street at Haggens, Fire Trail Road (140th Street NE) and 26th Avenue NE, 23rd Avenue NE, Smokey Point Blvd. and 128th Street NE (including migrating Chum Salmon).

Mr. Simmler went on to describe the way they had analyzed the City's needs which included looking at the City's existing Surface Water Management Program, regulatory compliance needs, capital priorities and needs and funding needs. He stressed that the City's existing program is severely underfunded on capital investments. Mr. Simmler also described the challenge of comparing the current system with upcoming regulatory requirements such as the Federal NPDES II Stormwater Permit and the State's Puget Sound Water Quality Management Plan. He explained what they saw as the problem areas and described the proposed facilities. Their studies identified 16 projects at a total cost of \$14,000,000 which includes 3 basin studies. They focused on the needs of a growing community with a change in population from mostly agrarian to more high density development. The Capital Improvement Projects focused mostly on the North End. Other improvements would be done after the North End Master Drainage Basin is in place.

Their overall assessment of the City's Surface Water Management Program was that the program is not in regulatory compliance. There is an inadequate conveyance system in terms of land use. The program is currently under-funded to meet regulatory requirements and other program needs and there are extensive capital needs.

Tom Gould from EES focused on the revenue requirements for implementing the proposed surface water management improvements. He explained the global rate setting principles around which all rates should be set. He said that rates should be cost-based, equitable and set at such a level that they meet the full revenue requirements of the utility. Rates should be easy to understand and administer. Rates and the process of allocating costs should conform to "generally accepted" rate setting techniques. Rates should be stable in both their ability to provide adequate revenues to meet the utility's financial, operating and regulatory requirements and in the customer's perception of the rates from year to year.

Mr. Gould went over the initial draft of revenue requirements and the reasons why it was rejected by the City. He went on to explain the revised plan for revenue requirements. The changes are as follows: it would meet the NPDES II and PSWQMP regulatory requirements, the plan was expanded to include 2008, they will review and revise the capital plan to initially focus on North End projects, and limit capital plan in any year to create rates equal to \$5.00/month in 2003, with \$1.00/month annual adjustments thereafter.

Mr. Gould showed comparison of Marysville to other residential surface water rates. Compared to neighboring cities, Marysville appears to currently have a rate much lower



than its neighbors. Allowing for the increase to \$5.00/month the rate would still be comparable with surrounding communities.

Tom Gould concluded by discussing four issues which the Council should address in the future:

1. The existing County rates do not charge School Districts and Low-Income Senior Customers
2. There are "exempt" rate classifications that the City will need to address over the next year: common area, open space, vacant mobile home sites, government services, city roads
3. Billing for Surface Water Rates: Should the County continue to bill the City's customers and the fees remain on property tax statements or be billed on a monthly basis by the City?
4. Adoption and Review of Rates

### Discussion

Grant Weed asked about funding from outside parties. Mr. Gould stated that in their estimations they had assumed minimal contributions from outside funding.

Councilmember Nehring asked if the need for a rate increase was due to a lack of planning for past growth and to mitigate for future development. Robin Nelson stated that mitigation had just not been addressed in the past.

Councilmember Smith asked about the discrepancy in funding projects in the North End when most residents don't live there. Mr. Nelson noted that commercial establishments would also be contributing to this. Randy Brower commented that the projects would be spread throughout the area.

Regarding the issue of billing for surface water rates, Robin Nelson added that the City needs to give the County notice of its intent by the middle of November in order to give them time to process this. Councilmember Donna Wright commented that having the City do the billing on the water and sewer bill seemed to make sense, but she wondered about the detriments. Sandy Langdon, Finance Director, addressed this question. She said that bimonthly billing would appear to show a larger increase from the customers' perspective. Also, the bills from the County are currently sent to property owners, but if the City began billing it would go to the tenant (along with their utilities bill). Other issues included how to bill sites such as condos and vacant mobile home sites and what to do in the way of penalties for non-payment.

Councilmember Nehring asked if the rates could be lowered if the four issues above were addressed. Tom Gould stated that they had made assumptions that those issues would be addressed by 2004 (with the exception of Issue #3). Councilmember Smith asked if the Council could address the issues in the future. Robin Nelson replied that the City would be able to on an annual basis.

Councilmember Leighan wondered about putting an LID on the North End until these issues are addressed. Mr. Gould replied that LID's are a potential option but the City would need the agreement of the area's current property owners to do that.

Councilmember Leighan also inquired about creating a larger special purpose drainage district to set up a regional stormwater authority. Mr. Simmler of OTAK said that Fife is currently doing that and he feels it would be a really good idea. There is a possibility that past drainage districts in the local area might still be on the books and that they could still be collecting funds.

There were no further questions so Mayor Weiser thanked the presenters.

**Proposed 2003 Budget and Setting the Property Tax Levy.**

Sandy Langdon, Finance Director, presented the Proposed 2003 Budget and discussed setting the Property Tax Levy. She described the options the Council would be facing at the next City Council Meeting on November 12. Discussion followed regarding the impacts of the various options. Mary Swenson reiterated that they are recommending the 1% increase. She emphasized the increasing needs that the City will be facing in the future and the dire straits of the budget if 1% is not approved.

CORRECTED: SEE 11-12-02 MINUTES Weidner Reed

Councilmember Nehring expressed his reluctance to raise the rates for citizens in this area when there are already other rate increases they will be facing (stormwater, sewer). City Attorney Grant Reed explained that the other increases are required because of changing requirements in the laws. Mayor Weiser commented that the rates would be for existing citizens who are directly responsible for the need to implement them.

Councilmember Leighan emphasized that this would only cost the average person pennies a year. Councilmember Nehring pointed out that the City really needs to show the citizens that growth pays for itself and that we will be responsible with their money. Councilmember Smith commented that citizens don't want to pay for more than their share of growth.

Mayor Weiser emphasized that they have repeatedly and clearly shown the correlation between new regulations and new rates yet some people still don't trust us. He said that citizens can't keep requesting more services and not expect rate increases.

Councilmembers Smith and Nehring both expressed their disapproval of the Parks programs rate increases. Mr. Nehring specifically was concerned that other groups don't have to pay for special services - the costs are spread out over the community (i.e. - seniors aren't the only ones who pay for the senior center; the roads aren't paid for only by people who drive on them.)

**Motion** by Smith, Second by Nehring to extend the meeting until 10:15. **Motion** carried 5-2 with Councilmembers Leighan and Seibert voting against.

000136

Mary Swenson, Chief Administrative Officer, described ways that the City had been working to determine that they can cut costs. She also explained that even though they were interested in cutting costs they decided not to charge for the after school programs as this was beneficial to the community by providing activities for children at no charge. To charge for these programs would mean increased costs for the Police Department and other departments to take care of problems associated with kids not being busy after school. Discussion followed regarding the differences between prior budget proposal and this one. Mary Swenson and Sandy Langdon reviewed the proposed budget revenue additions and expenditure reductions.

Councilmember Wright commented that she would not be in favor of raising the taxes 1%.

There was discussion about Maryfest and the potential of charging an admission tax to cover the City's costs.

Councilmember Seibert asked Sandy about the prospect of buying materials (especially paper and other office supplies) from local businesses to generate some sales tax and also to increase community support. She said that they do consider that, but they are saving quite a bit by buying it from Office Depot in Lynnwood.

There were no further questions.

**Information Items**

**Mayor's Business**

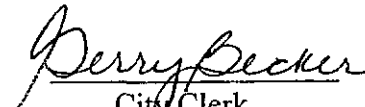
Mayor Weiser reminded Council of the upcoming Public Hearing next Tuesday where they will be asking for direction on the property tax proposal.

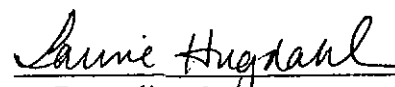
**Adjourn**

Mayor Weiser adjourned the meeting at 10:09 p.m. and Council convened into Executive Session at 10:15 p.m. At 10:45 p.m. Council reconvened into Regular Session, took no further action, and adjourned.

Approved this 12<sup>th</sup> of November, 2002.

  
Mayor

  
City Clerk

  
Recording Secretary

# ORIGINAL

Marysville City Council - 2003 Budget Workshop  
5:00 p.m.

000116

Fire Training Room – Public Safety Building

October 28, 2002

*Call to Order*

CORRECTED: SEE 11-12-02  
MINUTES

Mayor Weiser called the October 28, 2002 City Council Budget Workshop to order at approximately 5:00 p.m.

*Attendance*

**Council:** Mayor David Weiser, Mayor ProTem Mike Leighan, Councilmembers Lisa Vares, Donna Wright, Suzanne Smith, Jon Nehring, John Soriano and Jeff Seibert.

**Staff:** Sandy Langdon, Finance Director, Mary Swenson, Chief Administrative Officer, Denise Gritton, Accounting Manager, and Gerry Becker, City Clerk.

Mayor Weiser mentioned that on Friday, October 25, 2002, Councilmembers met with staff to discuss possible scenarios for the 2003 budget.

Councilmember Wright arrived at approximately 5:05 p.m.

Ms. Swenson mentioned the article in the Herald newspaper today regarding cuts at the City of Edmonds.

Council discussed and asked about some of the following programs and department line items:

- Police Bicycle Officers versus Patrol; what is the job difference;
- the Purchasing/Procurement division at Public Works; are we seeing cost savings;
- Communication - have all departments reviewed the number of Nextel's issued to employees and the amount of money being spent on this form of communication;
- Travel - have all departments looked at each of their divisions to see if further cuts can be made;
- Employee Training – Council would prefer to be informed when staff attends any training;
- Advertisement – Council's budget shows \$51.00 spent for 2002, can the 2003 amount be lowered;
- Professional Services in the Court budget - can this amount be adjusted;
- Executive department - office supplies, overtime and miscellaneous – is there any area that can be cut;
- Community Development – two new replacement vehicles for 2003, can this be cut;
- Cuts in staffing levels – can positions be eliminated throughout all departments, including the Community Development Intern program;
- Consider not funding the Human Services Grant Program in 2003;
- Street department overtime – this line item doubled for 2003, review this amount;
- Park fees – review and possibly increase;

- Touch-A-Truck and the Family Fun Run – are we recouping the fees associated with overtime, staffing, copying of flyers, placement of barricades, moving equipment, etc.
- Senior day trips – are we charging enough to cover the costs;
- Could the Senior's pay a monthly amount to help offset the costs associated with operating the Ken Baxter Senior Community Center;
- What is the cost of running the street sweeper after the July 4<sup>th</sup> holiday, and are we sweeping areas more than once to clean up firework debris;
- The Park & Rec Adult Leagues – are they paying for themselves? Are attendees willing to pay more to participate;
- AWC Annual Conference – can Council eliminate attending this 3-day event;
- Privatization some of the Street Department functions, i.e. striping program,
- Association dues – limit the number of dues paid per employee and Council;
- Review the Project Manager's position(s) associated with the Engineering division and 2003 projects;
- Review the policy regarding parking lot accidents to free up Patrol time;

There was a break taken from 6:05 pm to 6:15 p.m.

Mayor Weiser recapped what was discussed by Council and said the comments made tonight will assist staff with additional ideas on how to cut even more from the proposed 2003 budget.

Council also indicated they were aware of the increase in benefits for 2003, which Ms. Langdon advised were increasing by nearly 28%. Other Council comments included not being comfortable with increasing Park fees, and asking Senior's to pay for the use of attending classes at the Senior Center.

Ms. Swenson mentioned that the north area still needs to be a priority and a focus for the city.

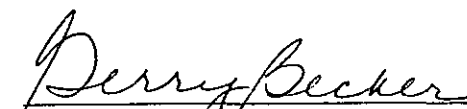
This concluded the 2003 budget discussions for the evening. Council decided not to meet after the regularly scheduled meeting tonight.

#### *Adjournment*

Mayor Weiser adjourned the workshop at 7:00 p.m.

Approved this 12<sup>th</sup> day of November, 2002.

  
 \_\_\_\_\_  
 Mayor David Weiser

  
 \_\_\_\_\_  
 Gerry Becker, City Clerk

ORIGINAL

000118

October 28, 2002

Marysville City Council  
7:00 p.m.

Public Safety Center

*Call to Order/Pledge of Allegiance*

CORRECTED: SEE 11-12-02  
MINUTES

Mayor David Weiser called the October 28, 2002 meeting of the Marysville City Council to order at 7:05 p.m., and led the assembly in the Pledge of Allegiance. He apologized for the delay in starting the meeting and explained the Council had been involved in the City Council Budget Workshop.

*Roll Call*

Police Chief Carden called the roll:

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

**Staff:** Police Chief Robert Carden; Sandy Langdon, Finance Director; Mary Swenson, Chief Administrative Officer; Grant Weed, City Attorney; Gloria Hirashima, Community Development Director; Jim Owens, Public Works Director; Gerry Becker, City Clerk; Suzanne Larsen, Court Administrator, and Laurie Hugdahl, Recording Secretary.

*Committee Reports*

Councilmember Seibert gave a report on the last Public Works meeting. He described a surface water rate study update, which they will be bringing to the Council.

Councilmember Leighan commented that he had been present at the tree-planting project where about 40-45 people showed up. They planted 180 trees in the area along SR-528, which was cleared by the prison crews. He commented that it was a good project and hoped it would keep the blackberries down and serve its purpose.

Councilmember Nehring gave a report on the Library Board. They were pleased with the high marks they got on the city survey. He wanted to know if the results would be posted on the website. He noted the new meeting time for Library Board would be the second Thursday of each month at 4 p.m. The Friends of the Library are selling Entertainment Books for \$30.

*Presentations*

**Update of Passport Program - Suzanne Larsen, Court Administrator**

Ms. Larsen updated Council on the City's recent ability to process passport applications. On August 15 the staff began training on passport applications and is now able to process applications, answer general questions, administer the oath and detect fraudulent applications. They currently are scheduled to accept applications on Thursday and Friday from 9:00 a.m. to 3:00 p.m., however they will accept them whenever they are not conducting court. They have seen only about 25% increase in telephone calls since being designated as a passport processing center so this has not impacted their other court functions. It has worked out very well having this on Thursdays and Fridays as those are the days that they do not normally have court and they had been slower days at the counter. She added that there is a \$30 application processing fee, which is paid directly to the City at the time of application.

Councilmember Nehring commented on the lower amount for October. Ms. Larsen explained that because they still had another day left in the month the number might actually be higher than the previous month. He also asked about forecasts for the coming year. Ms. Larsen indicated they were estimating about \$12,000 in revenue generated for the coming year.

Councilmember Wright inquired about the length of time required for processing applications. Ms. Larsen replied that it takes approximately 7 minutes. She continued to explain that the applications are sent to Pittsburgh where the money is processed, and then returned to Seattle where the passport is processed. The Seattle Passport Agency is guaranteeing six-week return of passports; however applicants can pay an additional fee to guarantee a four-week return.

Councilmember Seibert asked if they expect the numbers to continue increasing in the future. She commented that more and more people are getting passports to travel between the United States, Canada and Mexico. She said that the only reason they might experience a decrease would be because the Snohomish County Treasurer's Office is going to begin accepting applications starting January 1, 2003.

Councilmember Smith asked about the \$30 fee. Ms. Larsen replied that the \$30 is portion of the application fee remitted to the City at the end of the month. The entire processing for a basic application costs \$55. Mayor Weiser thanked Ms. Larsen and encouraged her to keep up the good work.

*Audience Participation*

Zoe Hallgren, 7711 59<sup>th</sup> Avenue NE, Marysville, WA 98270, thanked the Council. Ms. Hallgren recommended a line item for the 2003 budget that would allocate giving as a figure proportionate to the City population. She asked about the population number.

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Mayor Weiser indicated it was approximately 28,000. She asked the Council to consider raising the total amount of giving to a dollar per person that would decrease some of the competition, which the different groups are facing to receive the funds. Additionally she would like to see a reinstatement of the practice of the various groups having time to give presentations in committee to the Council.

*Approval of Minutes*

**October 14, 2002 City Council Meeting.**

Councilmember Seibert referred to the third paragraph on page 2. It should read: Councilmember Seibert questioned whether they had looked into grants for solar power.

Councilmember Nehring indicated he would be abstaining from the vote as he was not present last week.

**Motion** by Councilmember Vares, Second by Councilmember Leighan to adopt the minutes as amended. **Motion** carried unanimously 6-0 with Councilmember Nehring abstaining.

**October 21 & 22, 2002 City Council Budget Workshop.**

**Motion** by Councilmember Nehring, Second by Councilmember Seibert to accept the minutes as written. The **Motion** passed unanimously (7-0).

*Consent Agenda*

- A. Approval of October 28, 2002 Claims in the Amount of \$1,266,909.98; Paid by Check No. 69815 through 70121 with Check No. 68755, 69379, 68591, 69371, and 69843 Void.**

There was a correction to this item noted by Sandy Langdon, Finance Director. She noted that the amount of the claims should be \$1,266,909.98 (not \$1,136,654.48)

- B. Approval of New Liquor License for Fred Meyer #0209.**
- C. Accept the 51st Avenue Sewer In-Fill Project as Complete and Begin 45-Day Lien Filing Period.**
- D. Accept the Comeford Park Elevated Tank Project as Complete and Begin 45-Day Lien Filing Period.**
- E. Set the Public Hearing Date for the Proposed 2003 Budget and Setting the Property Tax Levy.**



**F. Approval of Interlocal Agreement with Snohomish Regional Drug Task Force.**

**Motion** by Councilmember Wright to approve Consent Agenda Items A-F with the correction of the amount on Item A as stated by Finance Director Langdon, Second by Councilmember Soriano. The **Motion** passed unanimously (7-0).

***New Business*****A. Essential Public Facilities (EPF) Draft Ordinance; PA0209034.**

Community Development Director Gloria Hirashima brought the Council up to date on this Ordinance.

Ms. Hirashima stated that the Planning Commission is recommending that Council approve the proposed draft ordinance as amended. She commented that this is a requirement of Growth Management and the process they have referenced is consistent with the Interlocal Agreement, which they signed last year. She explained that they had received a letter from DSHS. The letter was sent to the City Attorney's office who recommended that they incorporate a couple of the recommended changes. Essentially this amounted to one sentence, which was changed in regard to Federal Fair Housing Laws and the Federal Fair Housing Acts.

Councilmember Leighan commented on Section 19.55.030 (2) (c) where it says that a hearing will not be required. He was concerned about waiving the hearing. He wanted to know how the public input would be incorporated. Ms. Hirashima referred to 19.55.050, which states that a hearing would always be required. Mr. Leighan clarified that State Law required this. Discussion followed regarding these requirements and other cities who have taken these actions.

Councilmember Vares questioned why we would remand Snohomish County Tomorrow as opposed to Snohomish County Council for an advisory recommendation on this issue (Section 19.55.030 (b)). Ms. Hirashima stated that Snohomish County Tomorrow is the group, which has been delegated to handle growth management issues, and is the source the County is using to coordinate the responses by the various jurisdictions and by Snohomish County to provide some measure of consistency. Ms. Hirashima thought that they were possibly given a grant some time ago to help develop a common process that would be used by the jurisdictions.

Ms. Vares referred to Section 19.55.060 (1). Her question regarded the type of compensation required for the adverse impacts that the site would have on the community. Ms. Hirashima said that it varies and is unique to the type of facility and the location within the community. Ms. Vares referred to the Decision Criteria section (19.55.070) and asked who determines appropriate mitigation? Ms. Hirashima stated that the City's Hearing Examiner would determine it. Councilmember Vares also asked about the condition stating that the site or building must be available for purchase or lease for the anticipated use period (in the Community Development

Department Staff Report, p.3). She asked if we know that those sites are available and how we know that an owner would sell for this type of use. Ms. Hirashima replied that the City has attempted to insure that there is an adequate selection of sites, but that they cannot guarantee that a site would be available. Finally, Ms. Vares had concerns related to Page 4, Equitable Distribution. She asked how many level one and level two offenders are in the community and how many are homeless. She inquired about how we compare to other jurisdiction in the county. Chief Carden replied that the numbers are generally proportionate to the number of people in the community.

Councilmember Soriano asked how many sites each city had to designate. Ms. Hirashima replied that there was no magic number, but that they tried to create the least impact to the community. One was two few, but they wanted at least a few sites so that DSHS would not later preempt their site recommendations if none were available. He also inquired about how accessible the site needed to be.

Councilmember Seibert asked about the one sentence that needed to be changed on page two. He noted that in the DSHS letter other issues were addressed that he did not see revised in the document. Ms. Hirashima commented that the other issues had already been addressed and no further changes were necessary. Mr. Seibert also asked about expanding the trail system and how this would impact the risk area that would be within site. Ms. Hirashima stated that they would need to review that decision to determine if it would still be appropriate. He also asked if this would be brought up every two years. Ms. Hirashima commented that ideally this would be a one-time only unless specific situations arise. Mr. Seibert had a final question about the bus stops where these people would travel and if they would be supervised. Ms. Hirashima said that they were supervised 24 hours a day. The level of security for those people is very high.

Councilmember Smith also had concerns about the trail and the impact it would have on the Brashler Industrial site. Ms. Hirashima said that they were trying not to identify one specific site to focus on. Ms. Smith asked if there would be a review on a routine basis for this. Ms. Hirashima said it might be considered in the future.

Councilmember Soriano asked about the deadline. Ms. Hirashima indicated that it had been September 2002.

Councilmember Seibert asked if it would be possible to change the City's site recommendations in the future if it was deemed necessary. Ms. Hirashima replied that this would be possible.

Mayor Weiser asked if there was any audience comment. There was none.

He asked the Council if there was a motion. There was none and it was decided to address this under Ordinances.

**B. Secure Community Transition Facilities Draft Ordinance; PA 0208032.**

Ms. Hirashima pointed out that the Planning Commission was recommending this Ordinance be adopted as stated.

Councilmember Leighan referred to Section 19.54.050 (5) and (6). He wondered if they might be opening the City up to oppositions from citizens. Ms. Hirashima pointed out that it would be up to the Hearing Examiner to determine the legitimacy of their complaints.

Councilmember Soriano inquired about Section 19.54.050 (10) (a), which indicates that the City can increase requirements in the standards, criteria or policies established by this title. Ms. Hirashima clarified that this was referring to the physical requirements (such as setbacks). Additionally, Mr. Soriano asked City Attorney Grant Weed about the monitoring devices required by the court and if this was a 24-hour requirement. City Attorney Weed replied that he thought it was 24 hours a day, 7 days a week with 100% supervision and that the electronic monitoring devices could not be removed without the order of a court. He indicated that it is the same principle used on home detention.

Mayor Weiser asked for public comment. There was none.

He asked the Council if there was a motion. There was none and it was decided to address this under Ordinances.

*Legal*

**Ordinances and Resolutions**

**A. Ordinance No. 2443. An Ordinance of the City of Marysville, Washington Amending Section 5.96.010 of the Marysville Municipal Code Relating to Body Studios to Clarify that City Licensing and Rejection Pertain to Nonprofit Enterprises, Including Private Clubs, and Similar Entities.**

Mr. Weed commented that this and the following set of ordinances was "housekeeping" for the City to keep up with changes in the case law. Within the last year there was a case that was decided in the City of Shoreline where an adult use facility was challenging Shoreline's ordinance as to whether it applied to them. The operator indicated that they formed a private club and that they did not fit into the definition of what is subject the adult use regulations because they said they were a nonprofit organization. These ordinances are intended to close any loopholes that adult businesses might use to circumvent the law. This set of ordinances states that nonprofit enterprises, including private clubs, are regulated similar to commercial establishments.

000120

Councilmember Leighan asked about other issues such as free speech that were in the Shoreline case that Mr. Weed had cited. Mr. Weed replied that they were addressing these issues as well.

**Motion** by Councilmember Leighan, Second by Councilmember Wright to adopt Ordinance No. 2443. **Motion** passed unanimously (7-0).

- B. Ordinance No. 2444 An Ordinance of the City of Marysville Amending Section 19.06.060 of the Marysville Municipal Code Relating to Body Shampoo Parlors to Clarify that City Licensing and Rejection Pertain to Nonprofit Enterprises, Including Private Clubs, and Similar Entities.**

**Motion** by Councilmember Nehring, Second by Councilmember Smith to adopt Ordinance No. 2444. **Motion** passed unanimously (7-0).

- C. Ordinance No. 2445. An Ordinance of the City of Marysville Amending Section 19.06.023 of the Marysville Municipal Code Relating to Adult Panoram Establishment or Adult Panoram to Clarify that City Licensing and Rejection Pertain to Nonprofit Enterprises, Including Private Clubs, and Similar Entities.**

**Motion** by Councilmember Soriano, Second by Councilmember Vares to adopt Ordinance No. 2445. **Motion** passed unanimously (7-0).

- D. Ordinance No. 2446. An Ordinance of the City of Marysville Amending Section 19.06.018 of the Marysville Municipal Code Relating to Adult Drive-In Theaters to Clarify that City Licensing and Rejection Pertain to Nonprofit Enterprises, Including Private Clubs, and Similar Entities.**

**Motion** by Councilmember Wright, Second by Councilmember Leighan to adopt Ordinance No. 2446. **Motion** passed unanimously (7-0).

- E. Ordinance No. 2447. An Ordinance of the City of Marysville Amending Section 19.06.015 of the Marysville Municipal Code Relating to Adult Cabarets to Clarify that City Licensing and Rejection Pertain to Nonprofit Enterprises, Including Private Clubs, and Similar Entities.**

**Motion** by Councilmember Leighan, Second by Councilmember Vares to adopt Ordinance No. 2447. **Motion** passed unanimously (7-0).

- F. Ordinance No. 2448. An Ordinance of the City of Marysville Amending Subsection 5.88.010(2) of the Marysville Municipal Code Relating to Bikini Clubs to Clarify that City Licensing and Rejection Pertain to Nonprofit Enterprises, Including Private Clubs, and Similar Entities.**

It was noted that this Ordinance was missing from the binder. The ordinance was explained by Mr. Weed who stated that it simply was expanding the definition of a commercial enterprise to nonprofit enterprises in this context.

000125

**Motion** by Councilmember Vares, Second by Councilmember Leighan to adopt Ordinance No. 2448 sight unseen. **Motion** passed unanimously (7-0).

- G. Ordinance No. 2449. An Ordinance of the City of Marysville Amending Subsections 5.80.010(1), (2), and (4) of the Marysville Municipal Code Relating to Adult Cabarets, Adult Drive-In Theaters and Adult Motion Picture Theaters to Clarify that City Licensing and Rejection Pertain to Nonprofit Enterprises, Including Private Clubs, and Similar Entities.**

**Motion** by Councilmember Soriano, Second by Councilmember Nehring to adopt Ordinance No. 2449. **Motion** passed unanimously (7-0).

- H. Ordinance No. 2450. An Ordinance of the City of Marysville Amending Subsection 5.84.010(1), of the Marysville Municipal Code Relating to Adult Panorams to Clarify that City Licensing and Rejection Pertain to Nonprofit Enterprises, Including Private Clubs, and Similar Entities.**

**Motion** by Councilmember Seibert, Second by Councilmember Leighan to adopt Ordinance No. 2450. **Motion** passed unanimously (7-0).

- I. Ordinance No. 2451. An Ordinance of the City of Marysville Amending Subsection 5.92.010(1) of the Marysville Municipal Code Relating to Public Bath Houses, Body Shampoo Parlors, and Tattoo Parlors to Clarify that City Licensing and Rejection Pertain to Nonprofit Enterprises, Including Private Clubs, and Similar Entities.**

**Motion** by Councilmember Wright, Second by Councilmember Vares to adopt Ordinance No. 2451. **Motion** passed unanimously (7-0).

Councilmember Soriano asked about tattoo parlors, which are already in the city. Mr. Weed stated that this ordinance relates to nonprofit agencies that want to provide tattoos. It would require that they comply with licensing requirements that are required of commercial establishments.

Ms. Smith wondered about public bathhouses and body shampoo houses and how they could be licensed if they are not allowed. Mr. Weed explained that they are allowed, but only in certain areas and under certain circumstances.

- J. Ordinance No. 2452. An Ordinance of the City of Marysville, Washington Adding a New Section MMC 19.06.496 Defining Threat to the Community and Adopting a New Chapter 19.55 Siting Process for Essential Public Facilities, Amending the Table of Permitted Uses in 19.08.100A and Adding a Footnote 7 to 19.08.100B to Provide for a Conditional Use for Secure Community Transition Facilities in a Part of the City.**

**Motion** by Councilmember Leighan, Second by Councilmember Wright to adopt Ordinance No. 2452. **Motion** passed unanimously (7-0).

- K. Ordinance No. 2453. An Ordinance of the City of Marysville Adding New Section 19.06.429 Risk Potential Activity or Facility, 19.06.441 Secure Community Transition Facilities, Adding a Subsection (II) to the Criteria for a Conditional Use in Section 19.54.050 to Secure Community Transition Facility.**

**Motion** by Councilmember Nehring, Second by Councilmember Leighan to adopt Ordinance No. 2453. **Motion** passed unanimously (7-0).

- L. Resolution No. 2082. A Resolution of the City of Marysville Approving the Acceptance of Credit Cards for Payments Made to the City.**

**Motion** by Councilmember Seibert, Second by Councilmember Soriano to approve Resolution No. 2082. **Motion** passed unanimously (7-0).

In response to Councilmember Leighan’s question about the length of time the City has been taking credit cards, it was noted by Ms. Langdon that credit cards have already been in use in the city for at least three years. This resolution is intended to allow the Finance Director to adopt procedures for the benefit of the City.

Discussion followed about what equipment was required for the City to be able to accept credit cars and about the costs involved.

***Information Items***

**A. Mayor's Business.**

Mayor Weiser informed the Council that the Marysville Moose will be having their annual Thanksgiving Dinner for seniors on November 23 at St. Mary’s Church. They are looking for volunteers and donations.

Mayor Weiser also mentioned that the Golden Corral Restaurant will be holding their annual Veterans Day Dinner on November 11 with reduced and/or free dinners for veterans. Last year they had people lined up around the building. They would be happy to have Councilmembers come and greet veterans.

**B. Staff Business.**

Ms. Hirashima asked about the Snohomish County Tomorrow retreat. Mayor Weiser replied he was going to provide everyone with a copy of what was received.

***Contract Change Order No. 2 for 2002 Street Overlay Project.***

000127

Jim Owens, Public Works Director, noted that there is an island near the entrance to the Fred Meyer store. They have provided a pre-cast concrete curve that will separate pedestrian traffic from the right-of-way.

### C. Call on Councilmembers.

**Councilmember Smith** asked Mayor Weiser about the Snohomish County Tomorrow retreat. He indicated that it wasn't as he had expected. Ms. Smith voiced concerns about the trail project and the City's plans for it. She inquired of Ms. Hirashima if they would just breach the dikes. Ms. Hirashima stated that she was not sure at this time.

**Councilmember Soriano** asked about a date for the roadside memorials meeting. Chief Administrative Officer Mary Swenson stated that it had not yet been determined.

**Councilmember Nehring** brought up concerns about an area near the I-5 exit onto 4th Street (close to the Arco station) where a group of people have been loitering and drinking. Police Chief Carden replied that staff would talk with them.

**Councilmember Seibert** asked if there were any restrictions on the use of track-type vehicles on city streets. He explained that he had recently noticed a backhoe causing some damage to the street near the Shell station. Mr. Owens commented that a right-of-way use permit was required if the vehicle was to be in the street. Mr. Owens mentioned that either he or Larry Larson could be called if this was noticed again. The police department could also be called after hours or on weekends.

**Councilmember Vares** suggested that the Council reconsider a potential repeal of the gaming moratorium in order to gain revenue. She noted she would like to see some cost-benefit analysis on this subject. Councilmember Seibert indicated that he would also like to look at that again, but he would also be interested in exploring the issues of the buildable land survey, annexation and some other things, which have been requested before this. Councilmember Nehring stated that he was willing to look at it again, but he had concerns about public safety and other impacts on the City. Councilmember Smith noted that she was not in support of it at this time.

There was a **Motion** by Councilmember Vares, Second by Councilmember Leighan to direct staff to come back with a proposal to repeal the prohibition on gaming. **Motion** approved 6-1 with Councilmember Smith voting against.

### *Adjournment*

Mayor Weiser adjourned the meeting into Executive Session at 8:25 p.m.

***Executive Session***

Council convened into Executive Session at 8:34 p.m. to discuss three pending or potential litigation matters, reconvened into regular session at approximately 9:29 p.m., took no further action, and adjourned at 9:30 p.m.

Approved this 12<sup>th</sup> of November, 2002.

*David W. Wood*  
Mayor

*Perry Becker*  
City Clerk

*Jamie Hugdahl*  
Recording Secretary



**ORIGINAL**

000110

**Marysville City Council - 2003 Budget Workshop  
5:00 p.m.**

**Ken Baxter Senior Community Center**

**October 22, 2002**

***Call to Order***

CORRECTED: SEE 11-12-02  
MINUTES

Mayor Weiser called the October 22, 2002 City Council Budget Workshop to order at approximately 5:10 p.m.

***Attendance***

Council: Mayor David Weiser, Mayor ProTem Mike Leighan, Councilmembers Lisa Vares, Donna Wright, Suzanne Smith, Jon Nehring, John Soriano and Jeff Seibert.

Staff: Sandy Langdon, Finance Director, Mary Swenson, Chief Administrative Officer, Denise Gritton, Accounting Manager, Jim Owens, Public Works Director, Larry Larson, Public Works Superintendent, Robin Nelson, City Engineer, Bill Spies, Fleet and Facilities Manager and Gerry Becker, City Clerk.

***2003 Budget Workshop***

Tuesday, October 22, 2002 schedule:

5:00 p.m. – 5:30 p.m.	Fleet/Facilities
5:30 p.m. – 6:00 p.m.	Surface Water
6:30 p.m. – 7:00 p.m.	Engineering
7:00 p.m. – 7:30 p.m.	Streets/Arterial
7:30 p.m. – 8:30 p.m.	Water/Sewer
8:30 p.m. – 9:00 p.m.	Solid Waste

Sandy Langdon, Finance Director, opened the budget workshop and asked Bill Spies, Fleet and Facilities Manager, to review the budget request for the Fleet and Facilities program.

Mr. Spies extended information regarding that when he was hired this past spring he was told there was funding in place and previously established to purchase equipment and fleet vehicles for the entire city. Since that time he has been involved with numerous discussions with the Finance Director and staff regarding the deficiencies with funding this program. There currently is not a cash balance ensuring the replacement of some older city vehicles. Mr. Spies reviewed the recommended life expectancy for a Police vehicle, which is 80,000 miles. It is Mr. Spies's recommendation that Council specifically consider replacing vehicles #937, a Patrol car purchased in 1994, with 88,620 miles; also vehicle #938, another Patrol car purchased in 1994, with 84,202 miles, and finally vehicle #942, a 1995 Crown Victoria Patrol car with approximately 90,998 miles.

Questions from Council included how many vehicles are currently in the city fleet. Mr. Spies replied approximately 260 vehicles that equates to about 50 vehicles maintained by each city mechanic.

Mayor Weiser reminded Council that the recommendation from Mr. Spies to purchase/replace three Patrol vehicles is not currently in the budget for 2003 and would require using reserve funds.

Additionally, Mayor Weiser noted that on the list for fleet replacement in the 2003 budget are 19 vehicles within the fleet program. One of the vehicles on this list is a car previously used by the City Administrator. This vehicle is not being requested for replacement in 2003. The MSAC (Marysville Senior's Against Crime) program has a car on the replacement schedule for 2003, a 1991 Chevrolet Caprice, formerly a Patrol vehicle. This too is not requested for replacement in 2003. MSAC volunteers also have use of a second vehicle donated by a local car dealership. The 1988 Chevrolet Step-Van, used by the Police department, is on the 2003 replacement list but is not being requested in this budget. Mayor Weiser added that Chief Carden has indicated that he would like to wait and see what occurs with the Homeland Security grant program prior to discussing the replacement of the step van.

Mayor Weiser reminded Council that the budget short fall is with the General Fund and not the Enterprise Fund.

Mr. Spies indicated to Council to remember that the fleet replacement list will never decrease, the list will continue to grow and that when vehicles are in the shop for repairs it can cost the city in down time and increase maintenance costs.

Questions from Council included, how does the city build this replacement fund back up, what effect does the take home vehicle program have on this fund, and are employees taking care of the fleet vehicles.

Chief Administrative Officer Mary Swenson arrived at approximately 5:30 p.m.

Mr. Spies answered the Patrol staff currently put on between 10,000 and 12,000 miles per year on each vehicle, which means a Patrol car's life expectancy is about 8 years. With the vehicles being operated by one employee, most staff takes good care of the cars issued to them and wants repairs and maintenance done correctly and expects a short turn around time.

Councilmember Lisa Vares arrived at approximately 5:45 p.m.

Mr. Spies reminded Council that there are 12 vehicles connected to the General Fund and approximately \$270,000 for fleet replacement not included in this 2003 budget.

Council had no additional question regarding the Fleet and Facilities budget at this time.

There was a break taken from 6:10 p.m. to 6:25 p.m.

Mayor Weiser asked Robin Nelson, City Engineer, to review the Engineering division budget requests.

Mr. Nelson began by explaining the reduction in force with the transfer of employees to the Community Development department. He explained the workload of Engineering employees who provide technical support relating to utilities, roads and surface water projects. Some of the duties include working with consultants, design development and implementation, capital project management, construction management and preparation of engineering plans and specifications, along with bid specifications.

Questions from Council included how meeting charges from consultants are billed for unexpected neighborhood meetings. Mr. Nelson replied that on most occasions they are billed to the project.

Mr. Nelson then reviewed the Surface Water budget requests. He reviewed for Council the expenditures that are included in the Enterprise Fund and revenue that comes from Surface Water invoices sent and processed through Snohomish County. Mr. Nelson explained that recent communications from the County include an increase of 15% administrative charges to cover the surface water billings. He commented that he has been meeting with Ms. Langdon regarding the institution of city staff accommodating the billing for surface water by including the charges with the bi-monthly water/sewer/garbage bills.

There was discussion and questions from Council regarding how citizens would be notified of this billing change. Mr. Nelson stated that he has been working with Doug Buell, Community Information Officer, regarding notification of customers.

Additionally, it was noted that there are no new staff requested for Surface Water in the 2003 budget and that there are three capital projects slated for 2003, which include: the second phase of the 84<sup>th</sup> Street Culvert replacement, Water Quality Monitoring Program, and the Comprehensive Storm Plan and Rate Study.

Mayor Weiser asked Larry Larson, Public Works Superintendent, to review the proposed budget for the Street division.

Mr. Larson explained staff employed in the Street department provides maintenance of approximately 120 miles of roads throughout the city limits. There are no new full-time employees requested for 2003. The crews perform limited asphalt overlays, but handle installation of all signs, crosswalks, and stop bars. Employees also perform sidewalk replacement, street sweeping, pothole patching, etc. Capital Outlay requests for 2003 include approximately \$184,000 for safety equipment, a paint striping machine, concrete/asphalt cutting saw, and signal video detection for 88<sup>th</sup> and State Avenue. Mr. Larson explained that the city is financially responsible for maintaining the railroad arms at the crossings, and when they are damaged crews repair them, and the City is billed.

Council asked about the costs associated with the maintenance and repairs at the railroad crossings. Mr. Larson answered it depended on whether or not the person who damaged the arms was reported, but quite often BNSF staff handle the repairs ranging upwards of

between \$200 to \$1,000 per incident. Ms. Swenson mentioned the city was back billed by BNSF three years worth of repair bills totaling \$16,000 a few years ago.

Council asked how much was spent on Maryfest from the Street budget. Mr. Larson said he did not have the information with him and he would provide it to Council by next week.

Mr. Larson informed Council of the Street division projects planned for 2003, which include: overlay of Columbia from 8<sup>th</sup> to 9<sup>th</sup> Street, overlay of 73<sup>rd</sup> Street from 67<sup>th</sup> Avenue to 68<sup>th</sup> Avenue, overlay of 67<sup>th</sup> Street from 47<sup>th</sup> Avenue to Armar Road, crack sealing on Grove Street, from 60<sup>th</sup> Drive to 67<sup>th</sup> Avenue, etc.

There were no further questions from Council regarding the Street division 2003 budget.

Mayor Weiser asked Mr. Nelson to review the Arterial Street budget.

Mr. Nelson stated that the purpose of this fund is for construction, improvement or repair of arterial highways and city streets. The Arterial Street budget received approximately \$170,000 from the motor vehicle fuel tax in 2001. Mr. Nelson explained that this fund partially pays for three Engineering positions: City Engineer, Assistant City Engineer and the Engineering Project Aide. There are no new requests for this fund.

Mr. Larson then reviewed the Water Sewer Operating (401) Fund and budget requests for 2003. He explained that there are five different types of employee classifications paid from this fund: administrative/clerical, Public Works Construction, Public Works Utility Maintenance/Vactor Flushing and the Wastewater Treatment Plant employees. The total full-time employees paid from this fund equate to nearly 60. There are no plans to request any additional new employees for 2003 from the 401 Fund. The Capital Outlay requests for 2003 include: safety equipment, four vehicles, miscellaneous office furniture, etc., totaling \$116,000. Other expenditures/projects include: demolition of the Kellogg Marsh Reservoir, miscellaneous water main installations and sewer main installations, work at three of the Well sites, etc. The project funding requested for 2003 is approximately \$469,825.

There were no questions from Council regarding the 401 Water Sewer Operating budget proposed.

There was a break taken from 7:50 p.m. to 8:05 p.m.

Mr. Larson continued with his budget presentation regarding the Water/Sewer Construction Fund (402). He explained projects planned for 2003 include: water main over-sizing, the north end 3.0 million gallon Reservoir, filtration improvements at the Stilly Ranney Collection area, and the Edward Springs Source Improvements project. Water/Sewer project totals for 2003 equal \$43,440,330.00.

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Mr. Nelson added that no new full-time employees are being requested for this division in 2003.

Council did not have any questions at this time regarding the 402 Water/Sewer Construction Fund.

Mayor Weiser asked Mr. Larson to continue with the 2003 budget request for the Solid Waste division.

Mr. Larson talked about the proposed purchase of smaller waste containers to be used during the Strawberry Festival, etc. A new garbage truck had been purchased this past September and is being used by employees for residential collection. The biggest expense for Solid Waste is the tipping fees charged by Snohomish County, Mr. Larson noted. The rates are \$89.00 per ton, which equates to nearly \$1.5 million per year in fees and taxes.

Council asked if there were any major annexations expected for 2003, which might add to the current workload for the Solid Waste Collectors. Mr. Larson indicated that he was not aware of any.

Ms. Swenson explained to Council that once an annexation becomes effective the city has a seven-year period before we assume the weekly collection duties from Waste Management.

Council asked how many trucks were currently in the Solid Waste fleet. Mr. Spies answered a total of six trucks.

Mayor Weiser asked Mr. Nelson to review the Growth Management – Streets (305) budget request.

Mr. Nelson explained this fund is used for design and construction of capital road construction projects. Revenues are generated through grants; developer mitigation fees, loans and REET fund appropriations. There are currently 2.35 employees paid from this fund and no plans for additional full-time employees for 2003. The Capital Outlay projects planned for 2003 include: State Avenue, Ebey Slough to Grove Street; State Avenue, 116<sup>th</sup> to 136<sup>th</sup> Street; the Ash Avenue Park and Ride lot; and SR-528, from Columbia to 55<sup>th</sup> Street. Mr. Nelson stated the city is responsible for some of the intersection improvements within the city and this fund also assists with those projects.

There were no questions from Council regarding the 305 budget account.

Ms. Langdon reminded Council that a preliminary budget is due by November 1<sup>st</sup>. and remarked that Council has some additional work to do regarding the 2003 budget and asked for direction on how they wished to proceed.

After discussion it was decided to hold an additional workshop on Monday, October 28, 2002, from 5:00 p.m. to 7:00 p.m., at the Marysville Fire Training Room, and if necessary the Council could continue discussions after their regular scheduled Council meeting that same evening.  
This concluded the 2003 budget discussions for the evening.

***Adjournment***

Mayor Weiser adjourned the workshop at 8:45 p.m.

Approved this 28<sup>th</sup> day of October, 2002.

David Weiser  
Mayor David Weiser

Gerry Becker  
Gerry Becker, City Clerk

**ORIGINAL**

**Marysville City Council - 2003 Budget Workshop  
4:30 p.m.**

000106

**Ken Baxter Senior Community Center**

**October 21, 2002**

***Call to Order***

CORRECTED: SEE 11-12-02  
MINUTES

Mayor David Weiser called the October 21, 2002 City Council Budget Workshop to order at approximately 4:35 p.m.

***Attendance***

**Council:** Mayor David Weiser, Mayor ProTem Mike Leighan, Councilmembers Lisa Vares, Donna Wright, Jeff Seibert, John Soriano, Jon Nehring, and Suzanne Smith.

**Staff:** Mary Swenson, Chief Administrative Officer, Sandy Langdon, Finance Director, Denise Gritton, Accounting Manager, Police Chief Bob Carden, Commander Steve Winters, Commander Ralph Krusey, Commander Robb Lamoureux, Marla Ringen, Business Office Supervisor, Suzanne Larsen, Court Administrator, Bill Spies, Fleet and Facilities Manager, Grant Weed, City Attorney, Jim Ballew, Parks and Recreation Director, Gloria Hirashima, Community Development Director, and Gerry Becker, City Clerk.

***2003 Budget Workshop***

Monday, October 21, 2002 schedule:

4:30 p.m. – 5:30 p.m.	Court/Police/Public Safety
5:30 p.m. – 6:00 p.m.	Court/Police/Public Safety
6:00 p.m. – 6:30 p.m.	Legal
6:30 p.m. – 7:00 p.m.	Parks and Recreation/KBSCC
7:00 p.m. – 7:30 p.m.	Golf
7:30 p.m. – 8:00 p.m.	Community Development
8:00 p.m. – 8:30 p.m.	Finance
8:30 p.m. – 9:00 p.m.	Executive

Mayor Weiser stated that the 2003 preliminary budget was prepared with the attempt at balancing without using reserve monies. He indicated that the city is currently not filling four vacant positions, this preliminary budget has been reviewed with each department head one-on-one at two separate meetings and this budget does not take into consideration the passage of Initiatives 776 and 790 which are on the November ballot. Additionally, the Mayor mentioned the city has been notified of large increases dealing with Labor and Industry rates for 2003, upward of 76%.

Mary Swenson said this is one of the tightest budgets she has seen in years past. The message to each of the departments was that no additional full-time employees were to be hired in 2003 and that reserves would not be used to balance the budget.

Councilmember Jeff Seibert arrived at approximately 4:45 p.m.

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Mayor Weiser asked Suzanne Larsen, Court Administrator, to review the budget requests on behalf of the Court.

Ms. Larsen explained that Court is asking for one part-time probation service employee. Currently, the levels of probation appointments are approximately 76 cases per month and 3,000 cases for compliance. She concluded that one designated employee is needed to handle the additional workload. So far there has been approximately \$32,000 collected in fees to assist with funding of this request. Ms. Larsen indicated the remaining budget is for normal Court operations and there are no additional requests at this time.

Mayor Weiser asked Police Chief Bob Carden to review the Police department budget.

Chief Carden responded by explaining the original request from the Police department included two new Police officers to be hired effective January 2003. Their department was expecting approximately \$165,000 in taxes for 2003, to help offset the hiring of a part-time Records Clerk, a CSO position and the two new officers. Estimates were also expected for an additional 1200 more calls to the dispatch center for 2003. Previous cuts have included deleting the CSO position, the part-time Records Clerk position, and no additional dispatch personnel to be hired. Also, the newly created and vacant Police Specialist position will not be filled. These cuts equal approximately \$278,000. One of the concerns Chief Carden felt needed to be considered for 2003 is the Homeland Security program. He felt this issue required mentioning during this budget forum.

Council asked and discussed several scenarios regarding the Police department budget and it was noted that this past year the Police department did not receive any Tribal Gaming funds from the Tulalip Tribes.

There was a break taken from 6:00 p.m. to 6:15 p.m.

Mayor Weiser asked Grant Weed, City Attorney, to review the Legal division budget requests.

Mr. Weed talked about the current staffing levels at the law offices of Keithly, Weed, Graafstra and Benson, Inc., P.S. Presently there are four attorneys, two Paralegals and clerical staff that represent over 100 years of experience. The Paralegals assist city staff with all real estate transactions. Clerical staff comprise of a receptionist and word processing staff. The law firm keeps a current complete law library and also assists our city with prosecution advice. Mr. Weed acknowledged the current workload has been fairly constant, but the hours have increased due to the number of Capital Projects for Public Works and Engineering. This places additional demands on his time to review all of the contracts before they are presented to Council. Mr. Weed said he is anticipating increased activity with right-of-way activity for the upcoming State Avenue project.

There was discussion and questions from City Council about how and when to consider hiring a fulltime City Attorney and the necessary staff that would need to be hired for this



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division. Mr. Weed stated that a good figure to consider would be when the gross dollars paid for legal work equals or exceeds \$300,000 to \$400,000 per year.

Mayor Weiser asked Jim Ballew, Parks and Recreation Director, to review the Parks and Recreation budget requests.

Mr. Ballew announced that the current vacant Maintenance Worker II position was not scheduled to be filled for the balance of 2002, with an anticipated hiring date of April 2003. The Parks and Recreation staff will continue to focus on attracting new revenue sources while still dealing with the same population requesting Parks and Recreation services. Mr. Ballew announced his department cuts included cutting the current Rec Express program in half. Which includes part-time personnel, training funds and vehicles. The two schools scheduled to assist with the Rec Express program are the Marysville Middle School and Allen Creek Elementary. There is a proposed change in the current length of the seven-week program to operate two 4-week programs instead. Mr. Ballew also mentioned the need to be creative with volunteers. Also proposed are cuts of approximately \$111,000 in equipment and machinery for 2003. Mr. Ballew mentioned the Parks and Recreation cuts would also affect the closing of the Petting Zoo, and discontinuance of the hanging baskets around the city.

There was discussion regarding possible revenue ideas and informing the community of the need to pay for some services that have been at no cost to them in years past.

It was noted that only two Capital projects for 2003 are funded at this time for the Parks and Rec department they include: Strawberry Fields and the Waterfront Park project.

Mayor Weiser asked Mr. Ballew to review the budget requests on behalf of the Golf division.

Mr. Ballew pointed out that there have been 45 tournaments held this year at Cedarcrest Golf Course. They had anticipated around 60. The full-time employee staffing will be reduced by one and part-time staff by two. Merchandise sales have been good at the Pr Shop; however, staff is not carrying a huge inventory due to the recent opening of a new golf business in the Quilceda Village Business Center.

Council had no questions at this time for Mr. Ballew concerning the Golf budget.

There was a 10-minute break taken at approximately 7:35 p.m. and 7:45 p.m.

Mayor Weiser asked Gloria Hirashima, Community Development Director to present the budget requests for the Community Development department.

Ms. Hirashima provided Council with information regarding the transfer of seven employees from the Engineering department to Community Development during the spring of 2002. Those positions include the Construction Inspection services, Associate Engineer II, Land Development Technician, and Program Engineer for Land

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Development. Ms. Hirashima indicated that she had budgeted \$30,000 for interns for 2003 to assist with three projects. Those projects include the buildable lands; secured facilities and comp plan updates.

Ms. Hirashima alluded to the consistency of building activity for the current year and anticipated that 2003 could be a down year for the Community Development staff. However, staff is currently cross training and learning more about other co-workers' responsibilities and tasks. For example, side sewer inspection responsibilities will be shifted from Construction Inspection to Building Inspection.

Council reviewed and asked about the Professional Services budget for Community Development and also shared thoughts about fleet purchases for this division.

Mayor Weiser asked Sandy Landon, Finance Director to review the budget requests on behalf of the Finance department.

Ms. Langdon indicated that the department requests are minimal. She announced the City Hall Receptionist position currently vacant would not be filled. The temporary staff currently answering the switchboard would be kept through the end of 2002, with the anticipation of the previous Receptionist to return to her former position. The training for the new software by City Hall staff is the reason the temp is staying to assist with coverage.

Ms. Swenson explained that the Executive department has also made cuts to their budget. The Recording Secretary position is not being filled at this time.

Council asked about sick leave coverage for some of the positions being cut and Ms. Swenson described the "floater" position and how the employee performs clerical coverage for all departments. The City Clerk is responsible for coordinating this employee's time and for scheduling clerical coverage to all departments.


Discussion regarding the Council budget occurred with dialog about cutting their travel budget and not holding out-of-town retreats to lessen their budget.

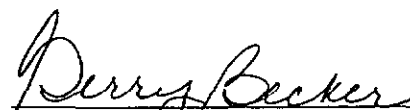
This concluded budget discussions for the evening.

**Adjournment**

Mayor Weiser adjourned the workshop at 9:15 p.m.

Approved this 28<sup>th</sup> day of October, 2002.

  
\_\_\_\_\_  
Mayor David Weiser

  
\_\_\_\_\_  
Gerry Becker, City Clerk