

MINUTES
REGULAR MEETING
DES MOINES CITY COUNCIL

March 29, 2012 - 7:30 p.m.

CALL TO ORDER Mayor Kaplan called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE - Councilmember Burrage led the flag salute.

ROLL CALL

Present were Mayor Dave Kaplan; Councilmembers Dan Caldwell, Melissa Musser, Jeanette Burrage, Bob Sheckler and Carmen Scott.

Mayor Pro-Tem Matt Pina was absent. Councilmember Sheckler moved to excuse Councilmember Pina; Councilmember Musser, second; all the votes were ayes.

Staff present were City Manager Tony Piasecki; City Attorney Pat Bosmans; Assistant City Manager Lorri Ericson; Assistant City Attorney Tim George; Planning Building and Public Works Director Grant Fredricks; Interim Police Chief John O'Leary; Finance Director Paula Henderson; Finance Operations Manager Cecilia Pollock; Parks Recreation and Senior Services Director Patrice Thorell; Development Services Manager Robert Ruth; Senior Planner Jason Sullivan; Court Administrator Jennefer Johnson; CIP Project Manager Scott Romano; Policy Analyst Sue Anderson; City Clerk Sandy Paul

BOARD & COMMITTEE REPORTS/ COUNCILMEMBER COMMENTS

Councilmember Scott

- Reported that she had photographed the interior of the Beach Park auditorium
- Attended a Farmer's Market meeting Monday, March 26

Councilmember Sheckler

- Attended the SCORE meeting this week and reported that SCORE passed its first audit
- Since the SCORE facility is located under SeaTac Airport flight pattern, he suggested that space on the large, flat roof be sold for advertising
- Reported from his book *776 of the Stupidest Things Ever Said by Politicians*

Councilmember Musser

- Reported on the walking tour of Beach Park and Marina by stakeholders on Monday March 26. The next meeting is May 8
- Announced a link on the Marina website through the city's website to the printed materials the stakeholders are using in their Marina/Beach Park Business Development Plan
- There will be a May 23 Community Open House at the Auditorium at Beach Park
- Reminded Council and the audience that Saturday night at 6:00 p.m. Sports Night would take place at the Fieldhouse. The Cove is catering. Wine and desserts will also be available
- The Des Moines Elementary PTA is holding its annual benefit auction at The Landmark on the Sound on April 20 with a catered dinner beginning at 6:30 p.m.

Councilmember Caldwell

- On Friday, March 23, members of the South Ministers took meals to feed 120 homeless at Seattle Pacific University. University students assisted as needed

- The Ski-hawks handicapped ski team annual banquet was held at the Ballard Elks Club on Sunday April 1. His son, Dan, is eligible to go to Korea with the Special Olympics
- Attended Port of Seattle meeting
- Adam Smith is holding a meeting at Kent City Hall on April 9, 10:00-11:00 a.m. This would be a good time for seniors to meet with him and discuss senior issues. A City van will be provided to take some seniors to Kent for the meeting.

PRESIDING OFFICER'S REPORT

- Mayor Kaplan said he believes in goal and objective setting then taking a temperature check to track progress. He commented on the progress in the setting of goals, and the action taken so far to address some of those goals

ADMINISTRATION REPORTS

- Police dept and court are working on a pilot program for electronic ticketing
- Electronic council packets are now posted on the City's website
- Attended the retirement celebration for Chief Rick Kieffer of Normandy Park with Assistant City Manager Lorri Ericson.
- Fifteen semifinalists for the Police Chief position were sent questionnaires; 3 candidates withdrew. Interviews may be held in May
- Farmers Market has requested to move the market to near the harbormaster's office. The fee is between \$80 and \$100 per day, but renting portable toilets will not be necessary, so the market will be saving money since the cost of the portable rest rooms is \$2000 per summer
- Planning Building Public Works Director Grant Fredricks provided a report on current Capital Improvement (CIP) Projects.

CONSENT CALENDAR

Item 1: APPROVAL OF MINUTES

Motion is to approve the minutes of March 8, 2012 City Council meeting as amended.

ACTION/DIRECTION

Councilmember Sheckler moved to adopt the Consent Agenda; Councilmember Musser, second. The motion passed 6-0.

OLD BUSINESS

1. NEIGHBORHOOD COMMERCIAL (NC) PERMITTED USES ORDINANCE/AMENDMENT TO SETTLEMENT AGREEMENT – 2ND READING

Staff Presentation was provided by Development Services Manager Robert Ruth.

ACTION/DIRECTION

Councilmember Sheckler moved to authorize the City Manager to sign the updated Settlement Agreement and Release included as Attachment 1 to the March 29, 2012 Administration Report superseding the June 3, 2005 Settlement Agreement and Release to allow the property owner of Zenith Viewpointe to substitute one residential dwelling for the existing commercial tenant space; Councilmember Scott, second. The motion passed. The vote was 6-0.

Councilmember Sheckler moved to adopt Draft Ordinance No. 12-013 amending Section 18.20.020 DMMC of the NC (Neighborhood Commercial) Zone allowing multiple dwelling units as a permitted use; Councilmember Musser, second. The motion passed, 6-0.

2. BUDGET PROCESS

Council Discussion

The first presentation was that of Assistant City Manager Lorri Erickson who presented staffing and budget information on the Personnel and Records Divisions as they relate to City Council Goals #1-9.

Judge Veronica Alicea-Galvan addressed Court case load, staffing and budget issues as they relate to Council goals #1, 3, and 6, to protect people and property, enhance and preserve livability, and provide efficient and effective customer service.

City Attorney Pat Bosmans spoke about the legal department. She also explained the division of staff hours as they relate to City Council goals #1, 6, 7, and 8.

Parks Recreation and Senior Services Director Patrice Thorell, speaking from an organization chart, related staffing and budget issues to City Council goals #1-9.

BREAK

The City Council took a 10 minute break from 9:10-9:20 p.m. The City Council meeting reconvened at 9:20 p.m.

BUDGET PROCESS (continued)

Finance Director Paula Henderson spoke about Finance Department staffing and budget levels that serve the rest of the City internally and externally and how their work relates to the City Council goal #6, to provide efficient and effective City service.

The Planning Building and Public Works budget was discussed at the March 10 retreat and was not discussed at this meeting.

City Manager Tony Piasecki outlined the Executive Department supporting actions, which is to implement Council direction and to oversee a good flow of information and all else that takes place throughout the City organization as it relates to accomplishing City Council goals.

Total full time equivalents (FTEs) are 137 with about 150 people employed in some capacity. Four or five of those are funded from capital accounts.

Mayor Kaplan explained the next steps in the process were to take the provided budget information and list it by priorities, applying dollars to each function, layering them according to mandates and what is necessary from a good government/best practices standpoint. The current budget will be organized by priorities, looking at current ongoing revenues and showing what falls below the line in terms of ongoing expenses. The following discussion will include what *should* the budget look like and what we would want it to look like.

ADJOURNMENT

There being no further business to come before the City Council, Councilmember Caldwell moved to adjourn; second by Councilmember Burrage. The motion passed, 6-0.

The meeting was adjourned at 10:05.

Respectfully submitted,

Sandy Paul CMC
City Clerk