REGULAR MEETING DES MOINES CITY COUNCIL

MINUTES October 20, 2005

The regular study session of the Des Moines City Council was called to order at 7:33 p.m. by Mayor Sheckler in the City Council Chambers, 21630 11th Avenue South, #B.

PLEDGE OF ALLEGIANCE to the Flag was led by Councilmember Steenrod.

ROLL CALL - Present: Mayor Bob Sheckler (left the meeting at 9:45 p.m.), Mayor Pro Tem Scott Thomasson, Councilmembers Gary Petersen, Dan Sherman, Maggie Steenrod and Susan White. Absent: Councilmember Richard Benjamin. Also in attendance were City Manager Tony Piasecki, City Attorney Linda Marousek, Finance Director Paula Henderson, Court Services Manager Jennefer Henson, Lieutenant Kevin Tucker, Park and Recreation Director Patrice Thorell, Recreation Manager Bob Houston, Planning, Building, and Public Works Director Grant Fredricks, Building Official Larry Pickard, Assistant City Engineer Loren Reinhold, and Deputy City Clerk Angela Chaufty.

2006 Budget – Department Reviews

Finance Director Henderson reviewed the general fund base budgets for the Legislative, Executive, Judicial, Financial Services, Legal, Law Enforcement, Parks, Recreation and Senior Services, and Planning, Building, and Public Works departments, detailed the proposed 2006 budgets, and explained the significant variances. Regarding 2006 benefit changes, Finance Director Henderson identified the following increases:

- COLA: 2.3%
- Medical: 9.2%
- Dental: 10%

She also noted that the legislators had adopted incremental increases for Department of Retirement Systems PERS and LEOFF rates.

City Manager Piasecki said that a list of all departmental requests would be presented to Council later during the budget process.

Mayor Pro Tem Thomasson asked that the departmental request list identify whether a position was new or restored.

The following comments and discussion were received during the presentation:

Executive

Mayor Pro Tem Thomasson said that the revenue portion of the hearing examiner fees related to permit fees should be moved from the Planning budget to the Executive budget in order to reflect the true revenues and costs.

Judicial

Due to the reduction in traffic citations, City Manager Piasecki confirmed that he would review current staffing levels.

Councilmember Steenrod asked that footnotes be used to track personnel and costs when dollars were being moved from one budget to another budget.

Council reviewed the history of the traffic unit.

As the traffic unit was created to be self-supporting, Mayor Sheckler asked staff to determine whether the traffic unit was able to pay for itself.

Councilmember White said that the City needed a traffic unit but not for the purpose of gaining revenue.

Legal

Due to the decrease in citations issued by the traffic unit, Mayor Pro Tem Thomasson asked that the prosecutor services be reviewed.

Law Enforcement

Lieutenant Tucker informed Council that approximately 90% of the Spillman system upgrade was complete. Final payment was being held until the job was complete.

Parks, Recreation and Senior Center

Park and Recreation Director Thorell informed Council that the Des Moines Memorial Drive Elms Project Consultant request was a multi-jurisdictional request. All cities involved in the project were requesting $5,000. If any city did not allocate the requested money, the consultant would not be hired.

In regard to the Active Network “Class” software, Mayor Pro Tem Thomasson stated that the software might qualify as a legitimate use of computer replacement funds. He said that the software should not be considered a one-time purchase but preparations should be made for its replacement.

In regard to programs, Mayor Pro Tem Thomasson said that he did not want Des Moines to subsidize Normandy Park through the Before and After School Program at Marvista Elementary School.

Recreation Manager Houston noted that Des Moines’ residents also attend Marvista Elementary School. He said that detailed records of the program were maintained and the school’s program was self-supporting.

Mayor Pro Tem Thomasson asked for a copy of the documentation showing that the program was self-supporting.

Planning, Building, and Public Works

City Manager Piasecki informed Council that the proposed CIP Project Manager position would be funded by the money currently allocated in the consultant line item of the CIP budget. Rather than hiring a consultant, the CIP Project Manager would perform a portion of the required duties on various CIP projects.

Planning, Building, and Public Works Director Fredricks distributed and reviewed a chart detailing the amount of money from each CIP project consultant line item proposed to be reallocated from the CIP to the General Fund to fund the CIP Project Manager position.

Councilmember White questioned whether one CIP Project Manager position was sufficient.

In response to Mayor Pro Tem Thomasson's questioning, City Manager Piasecki explained that the budgeted money would pay for an employee's work rather than a consultant's work.

Mayor Pro Tem Thomasson questioned whether the CIP Project Manager position would free up existing employees to do other work or if the work was currently not being done. He also questioned whether the duties of the position would include in-house design and inspection.

Park and Recreation Director Thorell confirmed that general fund money has subsidized CIP projects in the past.

At 8:54 p.m., Mayor Sheckler announced that Council would take a ten minute break and then convene in Executive Session for approximately fifteen minutes for the purpose of planning or adopting strategies or positions as part of an ongoing collective bargaining process as provided in RCW 42.30.140(4)(b) and to discuss with legal counsel representing the City litigation or potential litigation to which the City is, or is likely to become a party, and about which public knowledge regarding the discussion was likely to result in an adverse legal or financial consequence to the City.

EXECUTIVE SESSION

Council convened in executive session at 9:08 p.m.

Present: Mayor Bob Sheckler (recused self at 9:08, returned to the meeting at 9:16 p.m.), Mayor Pro Tem Scott Thomasson, Councilmembers Gary Petersen, Dan Sherman, Maggie Steenrod and Susan White. Absent: Councilmember Richard Benjamin. Also in attendance were City Manager Tony Piasecki, Human Resource Coordinator Angela Chaufty (left the meeting at 9:16 p.m.) and City Attorney Linda Marousek (joined the meeting at 9:16 p.m.).

No formal action was taken.

Adjournment: The Executive Session adjourned at 9:45 p.m.

DISCUSSION ITEM

2006 Budget – Department Reviews, Continued

At 9:45 p.m., Mayor Sheckler left the meeting.

Planning, Building, and Public Works

Building Official Pickard informed Council that the budgeted amount for the digital archive records management system was for the equipment only. The equipment would be used by the Building division only at this time.

Mayor Pro Tem Thomasson suggested that the records management system be considered within the context of all city departments.

Councilmember Steenrod felt that it was not practical to share a records management system with other departments due to the unique requirements of departmental documents. She encouraged staff to consider having a records management expert help establish the system. Councilmember Steenrod said that the permitting system should be on-line so residents could access the status of their permits. Councilmember Steenrod stated that it was critical to research alternative systems now.

In regard to the request for increased GIS capabilities, Councilmember Steenrod questioned whether there was a less expensive, commercial method available to obtain the same information. She asked for information regarding the benefit the public and staff would receive from the upgraded GIS system.

Mayor Pro Tem asked that staff inform Council of the status of the GIS system after the first of the year.

Councilmember Steenrod asked for information regarding the staffing and technology plan for the former Community Development division.

In regard to the limited-term positions, City Manager Piasecki told Council that he was currently tracking revenues and projects. Next year, he might recommend increasing the base revenue amount to finance the limited term positions and change their status from limited term to regular. The status change would address employee retention problems for the limited term positions.

NEXT MEETING DATE - Regular Meeting October 27, 2005

ADJOURNMENT

At 10:27 p.m., **motion** was made by Councilmember Sherman, seconded by Councilmember White, and passed unanimously to adjourn the meeting.

Respectfully submitted,

Angela M. Chaufty
Deputy City Clerk

ACTION ITEMS FROM MEETING OF OCTOBER 20, 2005 – None.