

SPECIAL MEETING DES MOINES CITY COUNCIL

MINUTES

January 28, 2006

The special meeting of the Des Moines City Council was called to order at 9:12 a.m. by Mayor Sheckler at the Activity Center, 2045 South 216th, Des Moines, WA.

ROLL CALL - Present: Mayor Bob Sheckler, Mayor Pro Tem Scott Thomasson, Councilmembers Dave Kaplan, Ed Pina, Carmen Scott, Dan Sherman, and Susan White (left the meeting at 2:05 p.m.). Also present were City Manager Tony Piasecki, City Attorney Linda Marousek, Chief of Police Roger Baker, Planning, Building, and Public Works Director Grant Fredricks, Finance Director Paula Henderson, Park and Recreation Director Patrice Thorell, Harbormaster Joe Dusenbury, Court Services Manager Jennefer Henson, and Deputy City Clerk Angela Chaufy.

DISCUSSION ITEMS

Presentation and Discussion of Vision and Priorities for Des Moines by City Manager and Department Directors

City Manager Piasecki stated that the purpose of the discussion was not to make decisions but to identify priorities and perspectives. He identified his vision for Des Moines as establishing it as the premier city in the south Puget Sound area. As a premier city, Des Moines would have the following attributes:

- Varied and numerous activities and events occurring.
- Interesting businesses and shops.
- Clean and beautiful community.
- Innovative and leading edge community.
- Efficient, knowledgeable, professional, and friendly staff.
- Sufficient revenue stream.
- Comprehensive capital improvement plan with attention to all city facilities.

City Manager Piasecki identified the City's top priority as creating a revenue stream through good, predictable businesses. In order to attract businesses to Des Moines, he said it was necessary to complete the following projects:

- Comprehensive Plan
- Zoning Plan
- Port of Seattle Buyout Area
- Shoreline Permit Program
- Marina Master Plan
- Des Moines Beach Park Rehabilitation
- Critical Areas Ordinance

Planning, Building, and Public Works Director Fredricks said the goal of the Planning, Building, and Public Works department was to make Des Moines a great place to live, work, and have fun, with a business friendly reputation, and a City government known for its great customer service, efficiency, and wise use of resources. He identified the following steps as necessary to achieving the goal:

Organization

- Staff the City Transportation Engineer, Capital Improvement Program Project Manager, and policy/long range planning positions.
- Develop and implement a Customer Service Improvement and Management Accountability program.
- Work with Council to develop a staffing plan to respond to the growing workload.
- Determine whether to relocate all or portions of the department.
- Improve geographic information services to other departments and the community.
- Work with other departments and Council to improve City automation, technology, business support systems, and administrative support staffing.
- Improve departmental communications to the community.
- Work with other departments to improve City emergency management and response plans and preparedness.

Public Infrastructure

- Increase level of re-investment in existing roads and streets through outside funding.
- Secure outside funds to complete 16th Avenue South.
- Begin Kent-Des Moines Road reconstruction.
- Increase investments in transportation, water, and sewer infrastructure to facilitate desired private investments, especially in the downtown area.

Permitting

- Improve and streamline land use and building permitting system by focusing on thirteen improvement areas to reduce application time and costs.
- Improve service accountability.
- Implement a sustainable business model for development services and permitting.

Planning

- Complete the update of the Comprehensive Plan, Zoning Code, Critical Area Ordinance, and Shoreline Master Program.
- Assist with the development of a vision for the Downtown/Marina area.
- Develop a more coordinated plan for Redondo and Midway areas along Pacific Highway South.

Code Enforcement

- Develop a more focused, adequately financed, and sufficiently staffed program consistent with the DMMC and community expectations.

Economic Development

- Facilitate projects that generate on-going revenues and increase family wage jobs.
- Facilitate new investments in Pacific Ridge and other target areas in the City.
- Support the development of the Des Moines Creek Business Park.
- Work with other departments to improve business license procedures.

Council Relationship

- Routinely work more with Council committees.
- Develop ways to support Council more efficiently and effectively.

Councilmember Pina recommended that staff create a monthly or quarterly “Permitting 101” course for the public.

Councilmember Scott suggested that, for a fee, the City offer the public an opportunity to have staff visit their site, approve what can be approved, and clarify what could be allowed.

Mayor Sheckler stressed the importance of staff providing consistent information.

Chief of Police Baker identified the Police department’s vision for Des Moines as “a friendly and safe waterfront community embracing the future while preserving our past.” He identified increased criminal gang and drug activity, reduced departmental staffing, training, and equipment levels, increased calls for police services and increased Part I crime rates as crucial issues facing the department. Chief Baker outlined the Police department objectives as follows:

- Support the City of Des Moines Vision, Mission, and Strategic Objectives.
- Continue revision and implementation of the Police Department Strategic Plan.
- Provide efficient and effective law enforcement services by restoring appropriate staffing, training, and equipment levels.
- Develop problem-solving relationships with the community through implementation of the Community Policing philosophy.
- Work with the community and other departments to effectively reduce crime and the fear of crime throughout the City.
- Continue development of crime reduction and prevention techniques and technologies.
- Address quality of life issues in our community that impact public safety.
- Continue development of close working relationships with other city, county, state, and federal agencies, and private sector entities that can provide assistance in the achievement of the objectives.
- Revise, implement and maintain the Emergency Management Plan.

Chief Baker felt that the restoration of staffing levels, the continued reorganization of the department to increase effectiveness and efficiency and the identification and development of alternative police response and report taking strategies were key components of meeting the goals of the department. Chief Baker said that the department would recommend the adoption of new ordinances and the revision of existing ordinances to enhance public safety in the community.

Park and Recreation Director Thorell defined the Park, Recreation and Senior Services department’s vision for Des Moines as a City where people care about the wellbeing of their neighbors by investing in its human capital for the City’s best economic and social interest and by optimizing its natural, waterfront, recreational, cultural, and historic resources; a city with a progressive and welcoming image that people talk about and return to; a place with a bustling downtown and healthy commercial area to provide opportunities for shopping and adequate service amenities available. She felt it was important for the City to be welcoming, accessible to all, and aesthetically pleasing. In order to make Des Moines a destination, she said it was necessary to provide interesting activities and special events, create a contiguous walkable area, provide sustainable funding to restore and stabilize Parks, Recreation and Senior Services facilities, services, and park maintenance levels, and address low income citizens’ needs.

Finance Director Henderson stressed her department's responsibility for budget issues and financial statements. She stated the following departmental objectives:

- Streamline the budget process.
- Fix the budget structural imbalance.
- Research fees for costs of services.
- Stay the course – Do not spend money immediately.
- Implement technology improvements.
- Create an overall technology plan for efficient use of technology.

Finance Director Henderson asked Council to provide input regarding the budget process. She stated her department's need for a web-based accounts payable and purchase order system. Finance Director Henderson said that current resource levels hindered and/or prevented the department's ability to evaluate strategic programs, be pro-active, create a comprehensive five-year financial plan, and adequately monitor investments, policies, and cost analysis. She stated the need for a Senior Financial Analyst position. Finance Director Henderson asked Council to make timely decisions, adopt fees for services, and increase communication regarding financial issues prior to Council meetings. She defined her vision for Des Moines as a waterfront destination for citizens and visitors where money is spent in commercial businesses.

City Attorney Marousek stated her department's goal to resolve issues quickly and get involved in potential cases earlier. She said that the department would be conducting internal training regarding public disclosure requests, land use issues, and when to call your lawyer. She asked Council to talk to staff and to keep in mind that the Legal department currently has 3.5 employees. She asked Council for a 0.3 FTE File Clerk position.

Court Service Manager Henson identified the Court's vision as follows:

- Help people get through the court system.
- Always treat customers with respect and professionalism.
- Reduce jail costs.
- Streamline the crime-free abatement process.

Court Services Manager Henson asked Council to be creative when considering jail issues.

Harbormaster Dusenbury stated his department's goal of positioning the Marina for another forty years of success by using the resources available to develop a clear picture of the future of recreational boating and the requirements to maintain the demand for the Marina's services, to connect the Marina to the downtown business area, and to create amenities for the non-boating public. He highlighted the following strategic objectives:

- Develop a marketing strategy for the City of Des Moines.
- Encourage partnerships between agencies, entities and the private sector to support job creation and retention.
- Expand community involvement.
- Create, preserve and enhance shoreline, viewpoints, and open spaces.
- Provide diverse active, passive and social recreational opportunities.
- Maintain and enhance infrastructure.

- Develop and implement a five-year financial plan.
- Maximize existing revenue streams and control costs.
- Research and develop additional revenue streams.
- Analyze ways stretch the capital plan through cost efficient methods.
- Seek potential outside funding sources.
- Preserve revenue.

Upon questioning, City Manager Piasecki explained that a Marina Master Plan had been adopted. Since a key component of the Plan, the dry stack storage, had been deleted however, the Plan was in the process of being revised. City Manager Piasecki asked Council to provide direction and policy to staff, contact staff with any questions or concerns prior to the Council meetings, inform staff of key issues, and treat staff with respect. He committed staff to providing on-time information to Council through the agenda packets.

At 10:57 a.m., Mayor Sheckler declared a five-minute break.

Development Agreement with the Port of Seattle Regarding Port Buyout Area Update

Due to the quasi-judicial nature of the issue, City Manager Piasecki reminded Council that they could ask clarifying questions but not pre-judge the matter.

Council confirmed they did not have any questions regarding Consultant Judith Kilgore's January 13, 2006 memorandum regarding the project foundation and process.

Consultant Kilgore reviewed the preliminary time schedule for the Conceptual Master Plan and noted that Council would have an opportunity to shape the development during the Conceptual Master Plan review process. The Economic Impact Study would include construction and projected on-going operational data. The state-adopted tax concessions for research and development uses would also be considered in the study. Consultant Kilgore explained that the Port of Seattle was using DMMC 18.25 and the First Development Agreement as the basis for the development. The potential uses for the property were limited to those described in Exhibit 2 of the First Development Agreement.

Councilmember Kaplan recommended that the agendas for meetings that deal with large projects allow Council ample time to review the matters so that they can get through the projects in a timely manner.

City Attorney Marousek noted that the Buyout Area project would require legislative and quasi-judicial actions.

Consultant Kilgore informed Council that a Request for Proposal for developers would be issued after the Second Development Agreement and mitigation. An open house for developers, brokers, and commercial lenders had been conducted a month ago.

At 12:07 p.m., Mayor Sheckler declared a fifteen-minute break.

Presentation and Discussion of Vision and Priorities for Des Moines by City Councilmembers

Councilmember Pina agreed with the visions for the City voiced by staff. He identified the following projects and objectives as priorities:

- Restore the Police department to pre-1999 levels by 2009.
- Adopt a city budget that is not dependent upon one-time monies.
- Adopt a Port of Seattle Des Moines Creek Project that is satisfactory for the City.
- Develop the Marina into a viable economic community for visitors and residents (the Cannon Beach or Carmel of Washington).
- Develop Pacific Highway South with hotels and condominiums as planned.
- Improve the permitting process and responsiveness of staff.
- Review and improve policies to improve or remove sub-standard housing.
- Develop the community to attract a balanced mix.

Councilmember Scott identified the following priorities:

- Stop the deterioration of neighborhoods through support of
 - Police services,
 - Code enforcement,
 - Park and Recreation programs for disadvantaged, and
 - Youth.
- Implement proactive plans that remain in place and provide direction.
- On behalf of the citizens, care for those things Council is responsible for.
- Vote in a way that serves the citizens regardless of personal opinions.
- Increase safety.
- Increase the quality of life.
- Maintain the value of neighborhoods.
- Support economic development.
- Care for City facilities.
- Care for the financial health of the City.
- Support fruition of Downtown area.
- Consider the Marina in light of other opportunities.
- Update the zoning code to allow for better use of property (i.e. – Several two-person households in large houses; Allow housing for other family members; Become more viable in what people can do with their property.)

Councilmember Scott said that she was pleased with the previous report on the Port Buyout Area.

Councilmember Kaplan identified the following priorities:

1. Address budget and finance problems.
 - Develop a budget that is not dependent upon one-time monies.
 - Use one-time money to finance one-time purchases (infrastructure).
 - Consider implementing a Priorities of Government budgeting model.
 - Begin budget process earlier in the year.
2. Support economic development and infrastructure.
 - Find developers to maximize the use of property in the Pacific Ridge area.
 - Maintain current Pacific Ridge Plan.
 - Address the needs of the downtown area and of the area south of Kent-Des Moines Road on Pacific Highway South.
 - Possibly adopt a moratorium until zoning issues are addressed.
 - Look at zoning in the downtown area to find a balance.

3. Address permitting, zoning, and environmental protection issues.
 - Assure uniform application of code.
 - Address permit process needs.
4. Address public safety needs.
5. Protect infrastructure sustainability.
 - Increase paving schedule.
 - Possibly use one-time monies to fund maintenance.

Councilmember Pina voiced support for implementing the Priorities of Government budgeting model.

Mayor Sheckler questioned whether Councilmember Kaplan would support a levy lid lift.

Councilmember Kaplan said that Council needed to reprioritize and adjust the budget. He would support Police services and cut other services if a levy lid lift measure failed.

Councilmember White identified the following priorities:

- Des Moines Beach Park Project.
- Economic Development.
 - Develop relationships with legislators.
 - Bring a passenger ferry to Des Moines.
- Fix inefficiencies in staffing that would help the customers.
 - Address zoning needs.
 - Address finance department needs.
- Improve Council efficiency by utilizing committees to make Council meetings work better.
- Partner with other jurisdictions to address human services needs.
- Provide staff with resources (i.e. – update technology).

Mayor Pro Tem Thomasson said that choices and priorities must be based on values and should not put the future in debt. He said that the City had not learned to adjust its expenses to its revenues. Mayor Pro Tem Thomasson identified his priorities as follows:

- Identify which strategies affect which revenue streams.
- Better define economic development.
- Manage expenses.
- Address Marina Plan issues.
 - Guest moorage and ferry service are key, related issues of the Plan.
 - Program impacts and benefits will need to be identified in order to obtain his support.
- Address police funding concerns.
 - Determine why the levy failed (i.e. – length of bond, cut services, cut other City services to fund Police services.)
 - Define the Police department's message to the citizens in the meantime.
- Address and set boundaries on the Mayor's Leadership Summit.
 - Staff resources are used to support the activities.
 - What expectations are being raised?
 - What will it become?

As a fiscally conservative and detail-oriented individual, Mayor Pro Tem Thomasson said that he desired to know project costs, formulas, expectations, measures, impacts, and benefits. In regard to the police funding issue, he said that the City must live with what it has, take care of what it has, develop a message for the citizens, and assure the officer's message concurs with administration and Council's message.

Mayor Sheckler said that recommendations from the Mayor's Leadership Summit would soon be presented to Council. He agreed that it was important to make sure the group was not moving ahead of Council.

Councilmembers Scott and White spoke in support of the Mayor's Leadership Summit as it engaged the community and built respect.

Councilmember Kaplan said that the Summit could identify issues Council should address, identify issues that the citizens can undertake on their own, and identify issues that require Council approval.

Councilmember Sherman informed Council that process was important to him. Councilmembers were role-models for the community and should be respectful, productive, and goal-oriented. Respectful discussions and being a community that gets along were important issues to him. Councilmember Sherman identified the following priorities:

- Address financial needs.
 - City does not have the money to do what it wants to do.
 - Ideas go beyond the City's ability to make them a reality.
 - Satisfy basic needs first.
 - Okay with Priorities of Government model.
- Develop income source.
 - Port of Seattle Buyout Area.
 - Des Moines Beach Park Development.
- Complete and implement the Marina Master Plan.
- Obtain adequate police services.
 - Supports levy lid lift.
 - If City had a priority system, the levy would probably not be needed.

Councilmember Pina said that discussion concerning downtown development should include a discussion regarding a transit system.

Councilmember Scott stated that most budget cuts have been invisible to the public.

Councilmember Kaplan said that the Priorities of Government model is a fundamental change in the way budgeting has been done in the City. Functions and the level of service for each function are identified.

Mayor Sheckler identified the following goals for the City:

- Develop a vibrant downtown.
- Create new revenue sources.

- Create a Marina district.
- Finish the Marina Master Plan.
- Develop the Port of Seattle Buyout area.
- Review the Pacific Ridge Plan
 - Does it need revisited?
 - Does it need revisions or improvements?
 - Is the Plan able to attract the desired uses?
- Consider the Priorities in Government budget proposal.
- Develop a message to support the levy lid lift.
- Consider developing a business attraction program.

At 2:05 p.m., Mayor Sheckler declared a ten minute break. Councilmember White left the meeting.

Council Business Process

City Manager Piasecki introduced the subject. He stated that the committee process could result in a more polished product and could identify key issues for staff. City Manager Piasecki asked Council to provide direction regarding the following questions:

1. Does Council want a more formal committee process?
2. Should there be more of a practice of sending items through committees?
3. Should standing committee meetings times be established?
4. Does Council want to continue the retreat format for various topics?
5. Should there be a more formal process for remanding issues to a committee?

Mayor Sheckler suggested that Council review the existing committees and define their rolls. He said that he was not in favor of micro-management.

Mayor Pro Tem Thomasson noted that, historically, committees narrowed alternatives and formed recommendations. He supported Council as a whole remanding items to committees.

Councilmember Pina voiced support for conducting retreats to discuss concepts and upcoming issues. He felt that projects should be referred by Council to committees for further work. Councilmember Pina preferred not to have standing committees.

Councilmember Sherman spoke in support of the mini-retreats and said that he was comfortable with standing committees. Councilmember Sherman agreed projects should be remanded to committees by Council.

Councilmember Kaplan voiced support for the mini-retreats. He said Council should remand issues to the committees as the process would provide a sense of whether there was sufficient support for the topic to even spend time on it and it would leave the discretion to Council. Councilmember Kaplan said he was comfortable with standing committees. He recommended that the role of the Budget Committee be clarified. The committee should not micro-manage items. If a committee to study Priorities of Government would be helpful to the Finance Director, then he would support it.

Councilmember Scott felt that people with a specific expertise or interest should serve on a committee. She felt that policy issues should be addressed by Council as a whole. If a

committee exists, Councilmember Scott recommended that the City Manager or Mayor be allowed to send a topic to the committee without Council's approval.

Mayor Pro Tem Thomasson suggested that if an item was on the Council workplan or was routine in nature, it could be sent directly to a committee. He agreed that the committees' scopes and responsibilities should be reviewed. Specifically, he felt the role of the Economic Development Committee should be clarified.

Councilmember Pina recommended that staff periodically develop a list of upcoming projects for Council's review. Council could remand the issues to committee at that point.

Councilmember Sherman suggested that other new items be sent to committee via the consent calendar.

Councilmember Scott spoke in support of allowing the City Manager or Mayor to send an item to a committee. She felt that Council could lose time if all items were remanded via the consent calendar.

City Manager Piasecki felt that standing committee meetings would be helpful. Staff could inform the committee members if there was a need to meet.

Mayor Sheckler said that committee members could determine the committee meeting time.

City Manager Piasecki confirmed that one meeting per month would be scheduled.

The following councilmembers indicated an interest in serving on the various committees:

Municipal Facilities – Mayor Pro Tem Thomasson and Councilmembers Scott and Sherman.

Public Safety and Transportation – Councilmembers Kaplan, Pina, and Sherman.

Economic Development – Mayor Sheckler and Councilmembers Scott and White.

Environment – Mayor Sheckler, Mayor Pro Tem Thomasson and Councilmember Kaplan.

Council concurred that the Council Rules of Procedure should be revised to state that items shall be remanded to committees through the consent calendar except in the event of vital emergency action. In the event of a vital emergency action, the Mayor or, in the absence of the Mayor, the Mayor Pro Tem could remand an item to a committee.

Mayor Pro Tem Thomasson suggested that Council revisit the committee items currently listed on the "Futures" during a study session.

NEXT MEETING DATE - Regular Study Session, February 2, 2006.

ADJOURNMENT

At 3:10 p.m., the meeting adjourned.

Respectfully submitted,

Angela M. Chaufty
Deputy City Clerk