

**MINUTES
COUNCIL BUDGET RETREAT
March 26, 2011**

The meeting was called to order at 9:10 at the Fabulich Center, Room 104.

Attending: Mayor Johnson, Mayor Pro Tem Cerqui, Councilmember Godwin, Councilmember Hulcey, Councilmember Hull, Councilmember de Booy, and Councilmember Alveshere.

Staff Present: City Manager Zabell, Assistant City Manager Marcotte, City Attorney Combs, Police Chief Blackburn, Municipal Court Judge Ringus, PCRS Director Reuter, Public Works Director Blount, Finance Director DeGroot, CD Director Durham, and Executive Assistant Edwards.

The meeting began with introductory comments by Mayor Johnson and City Manager Zabell.

Council Goals

City Attorney Combs presented and explained the Council Goals for 2012 as developed at their earlier Council retreat. These were contrasted with Council Goals for 2011.

Action: The consensus of the Council was to bring the 2012 Goals to a regular Council meeting for formal adoption.

Capital Projects

Finance Director DeGroot explained a financial analysis of current planned capital projects – referred to as “pipeline projects”. Approximately \$46 million of projects are identified. Revenues needed to fund construction are mostly identified but the analysis does include a projected bond issue of approximately \$6.8 million and \$1.6 million in Federal “earmarks” that currently have an uncertain status.

Fund Balances

Finance Director DeGroot discussed the projected fund balances in several funds that are may be available to fund Council priorities.

General Fund Reserves: Discussed projected amount and some past uses of the Council Reserve.

Public Safety Fund: Council discussed the permitted uses of the Public Safety Fund as stated in the ordinance creating the fund. Specifically, the discussion centered on whether these moneys can be used to fund trails that improve pedestrian safety and City connectivity but which are not actually within the street rights-of-way.

Action: Council requested a detailed analysis of the administrative costs charged to this fund.

Stadium and Convention Center Fund: Discussed fund balance amount and planned usage of the amount received into this fund from the sale of the Gathering Place property for the Brookville Garden Park.

Growth Management Fund: Discussed projected fund balance.

Impact and Mitigation Fund: Discussed the projected fund balance here as well as a need to do further analysis to ensure past projects were properly charged to the associated impact and mitigation fees.

Action: Staff will analyze fund to make sure fees have been properly charged for projects.

Park Acquisition and Development Fund: Discussed projected fund balance as well as an account previously created in this fund for "tribal trails".

Gathering Place Proceeds: Discussed the current usage of an informal "fund" to separately track the planned and actual usage of the approximately \$8.8 million that is currently unallocated from the sale of this property.

Storm Drainage Utility Fund: Discussed the projected fund balance in this fund.

Citizen Survey

City Manager Zabell discussed reasons to consider conducting a citizen survey and how this could be related to creating performance measures for city services and tracking their improvement over time. Discussion was conceptual without specifics and is to be brought back to Council at a future meeting.

Community Building and Community Connectivity

City Manager Zabell led a discussion on community building and community connectivity focusing on projects that enhance Fife as a residential community and on opportunities to improve street and pedestrian connections. The discussion first focused on the status of Brookville Gardens Park and how best to proceed with design work. City Manager Zabell recommended that the same consultants be retained to complete work already significantly done as opposed to starting over with new companies. This is critical if Council desires the park to open in 2012 as opposed to 2013. Consensus of the Council is that they desire the park open in 2012. There was much discussion about the stream enhancement portion of the project and Council expressed interest in a Study Session on the subject.

Action: Schedule Brookville Garden Stream Enhancement as a Study Session topic.

City Manager Zabell discussed the Wapato Creek/ 12th Street culvert to determine whether Council wished the City to serve as lead agency on the project. The consensus of the Council was for the City to serve that role.

PW Director Blount discussed the maps of existing sidewalks and trails that were included in the Council packet to identify opportunities to improve City connectivity. These maps showed what currently exists as well as what is currently planned and funded. They separately identified those missing sections of sidewalks and trails needed to be constructed (either as permanent or temporary sidewalk or trail sections) in order to create linked routes that allow the public to walk around the City. Council then prioritized those sections they wanted constructed in the near term. These were:

2011 Projects

20th between the library and Fife High School

70th around the rail crossing

Portside/SGA area

48th street to Ardena Gale

Multi-year Projects

Brookville Pedestrian Overpass

54th pedestrian and auto crossing

62nd /I-5 overpass

Dacca to Frank Albert on the far side of the berm

Long-term Community Visioning

City Manager Zabell discussed his proposal to engage some consultants to assist with creating a long-term vision for the community that would aid in making better decision related to economic development and land use policies. Efforts at this so far have been handled as separate decisions and are not linked together in a comprehensive way. Discussion focused on identifying other organizations and agencies that either influence decisions in Fife or who are the actual deciders of some issues. There are sufficient monies budgeted in the Executive budget to begin this process without further Council action if Council supports moving ahead. The consensus of the Council supported moving ahead and to be provided an update this summer.

Level of Service

For the purpose of budget planning, City Manager asked the Council about their service level expectations. The consensus of the Council was to maintain current service levels.

FEMA Flood Plain Mapping

CD Director Durham shared some recent information related to the current FEMA flood plain mapping. There are some efforts underway to provide for some "credit" for existing levies in the flood plain mapping process that would have the effect of reducing the overall size of the flood plain in Fife.

The meeting adjourned at 1:50.