

October 31, 2015 Special Meeting-Budget Workshop Minutes  
Approved: November 24, 2015

**City of Covington**  
**City Council Special Meeting - Budget Workshop Minutes**  
**Saturday, October 31, 2015**

The Special Meeting for the Budget Workshop was called to order in the City Council Chambers, 16720 SE 271<sup>st</sup> Street, Suite 100, Covington, Washington, Saturday, October 31, 2015, at 8:00 a.m., with Mayor Harto presiding.

**COUNCILMEMBERS PRESENT:**

Margaret Harto, Joe Cimaomo, Marlla Mhoon (arrived @ 8:05 a.m.), Jim Scott, Sean Smith, and Jeff Wagner.

**COUNCILMEMBERS ABSENT:**

Mark Lanza.

**STAFF PRESENT:**

Regan Bolli, City Manager; Don Vondran, Public Works Director; Noreen Beaufrere, Personnel Manager; Rob Hendrickson, Finance Director; Andrew McCurdy, Covington Police Chief; Richard Hart, Community Development Director; Karla Slate, Communications & Marketing Manager; Pat Patterson, Interim Parks & Recreation Director; Angie Feser, Parks Planner; Rachel Bahl, Aquatics Supervisor; Bob Lindskov, City Engineer; Casey Parker, Senior Accountant, and Sharon Scott, City Clerk/Executive Assistant.

Mayor Margaret Harto called the Budget Workshop to order.

**APPROVAL OF AGENDA:**

**Council Action: Mayor Pro Tem Wagner moved and Councilmember Smith seconded to approve the Agenda. Vote: 5-0. Motion carried.**

**ITEMS FOR DISCUSSION:**

1. Revenue Options.

City Manager Regan Bolli introduced this item, and Finance Director Rob Hendrickson gave the staff report.

Councilmembers provided comments and asked questions, and Mr. Bolli, Mr. Hendrickson, and Community Development Director Richard Hart provided responses.

2. Department 2015 Budget Presentations.

- a. Executive. City Manager Regan Bolli gave the presentation on this item.

Councilmembers provided comments and asked questions. Mr. Bolli, City Clerk/Executive Assistant Sharon Scott, Parks Planner Angie Feser, Finance Director Rob Hendrickson, and Community Development Director Richard Hart provided responses.

- b. Finance. Finance Director Rob Hendrickson gave the presentation on this item.

Councilmembers provided comments and asked questions, and Mr. Hendrickson and Communications & Marketing Manager Karla Slate provided responses.

- c. Community Development. Community Development Director Richard Hart gave the presentation on this item.

Councilmembers provided comments and asked questions, and Mr. Hart and Senior Accountant Casey Parker provided responses.

- d. Public Works. Public Works Director Don Vondran gave the presentation on this item.

Councilmembers provided comments and asked questions, and Mr. Vondran, Mr. Bolli, and Mr. Hart provided responses.

Council recessed at 9:55 a.m. for a break and reconvened at 10:06 a.m.

- e. Parks & Recreation. Interim Parks & Recreation Director Pat Patterson gave the presentation on this item.

Councilmembers provided comments and asked questions. Mr. Patterson, Aquatics Supervisor Rachel Bahl, Communications & Marketing Manager Karla Slate, Parks Planner Angie Feser, and Personnel Manager Noreen Beaufriere provided responses.

- f. Police. Police Chief Andrew McCurdy gave the presentation on this item.

Councilmembers provided comments and asked questions, and Chief McCurdy provided responses.

Council recessed for a few minutes to gather box lunches and continued a working lunch.

Council continued providing further comments and asking further questions regarding the police budget presentation. Chief McCurdy provided responses.

### 3. Review Budget Strategies.

- a. Parks Merger with General Fund.

City Manager Regan Bolli gave the presentation on this item.

The following budget strategies were presented:

- Strive to make all funds self-sufficient: merge the Parks Fund with the General Fund; adopt a new revenue source for the Street Fund;
- Build a strong and sustainable General Fund: eliminate the General Fund subsidy to the Street Fund;
- Use fund balance only in cases where funds have a deficit to cover;

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- Maintain a 20% General Fund fund balance and a 15% fund balance in all other funds;
- Meet the City's ongoing demands by aligning appropriate levels of service within City resources: funding a police officer per council policy; fund other staff deficiencies to support existing and ongoing service levels;
- Allocate \$190,000 insurance proceeds to the Parks CIP projects.

Mr. Bolli, as requested by Council, itemized the Council consensus decisions he had listed in his notes: charge a higher business license fee to professionals that do not pay sales tax; put EDC membership dues with other membership dues; research credit card fees amount and determine if a convenience fee can be charged; decision cards for a police officer and maintenance worker; update fall prevention amounts, include parks and recreation canopies, and add SET task force.

Councilmembers discussed and asked questions. Mr. Bolli and Mr. Hendrickson provided responses.

There was Council consensus to direct staff to prepare reports for the November 10, 2015 Council meeting to discuss setting the utility tax rate for stormwater, solid waste, and cable television; and discuss vehicle license fee implementation.

4. Discuss Budget Presentations.

Finance Director Rob Hendrickson gave the staff report on this item.

Councilmembers asked questions and discussed the budget presentations and decision cards. Mr. Hendrickson, Mr. Bolli, and Mr. Vondran provided responses.

**ADJOURNMENT:**

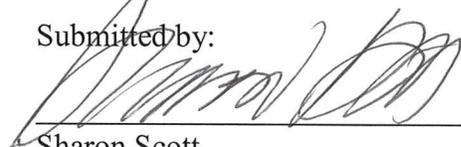
There being no further business, the meeting was adjourned at 1:35 p.m.

Prepared by:



Joan Michaud  
Senior Deputy City Clerk

Submitted by:



Sharon Scott  
City Clerk