

## City of Everson, WA

### 2009 Budget Retreat September 12, 2008

The Everson Council met on September 12, 2008 9:00 am at the Kale House in Everson for the 2009 budget retreat. Council members Rowlson, Lautenbach, Perry, Hammond and Laird were present. Also present were Mayor Pratt, Clerk Treasurer/City Administrator Davidsen, Public Works Supervisor Holt, Planner Harper, Police Chief Ramstead and Dodd Snodgrass from the Port of Bellingham. Clerk Treasurer/City Administrator Davidsen spoke of the accomplishments and goals as handed out in the retreat packet. Debbie also presented the Council with some information from Kelly Insurance on some available workshops at no cost for the Council to attend if they so chose. Debbie discussed the liquid CD the City is currently using; she stated she would like to see the City use a CD sweep account instead. The sweep account will move money daily to pay all accounts payable and payroll warrants. Currently Debbie has to transfer money and follow other steps which would be unnecessary if the City used the sweep account system.

Planner Harper stated he feels the planning workload will be slow again in 2009 as it has been in 2008 as well. He also stated the Mountain View subdivision on the old golf course will not be developed. Planner Harper mentioned there may be two annexations brought to the Council in 2008-2009: the Bob Skillman property around the Greens Lane area and the Tiger Van Boven annexation. Planner Harper stated he will be working with the planning agency on education for City development and looking at the comp. plan maps to adjust current and future zoning so it makes a little more sense. Planner Harper also stated in 2009 he will be going through the zoning code and updating it. The comprehensive plan needs to have a park element section so he will also be working on this issue in 2009. The last item for 2008-2009 planning is dealing with the growth management issues for the City of Everson with Whatcom County and commercial development within the City.

Public Works Supervisor Holt went over the information he submitted for the retreat packet. Council would like to see information on the reader board directing the public to look at the City website.

Chief Ramstead reviewed the information he submitted for the retreat packet. Council would like to have an inspector come in and inspect both City hall and the police department. Chief Ramstead asked for Council direction on the Nooksack police contract. Council would like to see the contract negotiation begin at 20%.

Dodd Snodgrass from the Port of Bellingham spoke about economic development. Dodd summarized what he does to help economic development in small cities. He mentioned he has spoke with Councilmember Rowlson about improving economic development for the City of Everson. Councilmember Rowlson mentioned at this time the city does not have anyone to work on economic development. Dodd mentioned the city needs to have a facilitated session with others to come up ideas to help economic development. The Council would like to have an economic facilitator come to the September 23, 2008 Council meeting. Mayor Pratt stated she would get in touch with Mary Dumas and see if she can attend the meeting.

Mayor Pratt asked for the Council's input on the 2009 budget and the 2009 goals. Council asked about the heating system in the police department. It needs to be replaced. Staff has been directed the check into the cost of replacing the system or just maintaining the heaters to last a few more years. Council will wait to see the report from the building inspection before any decision is made. Council discussed putting some money into a property acquisition fund yearly for a new building and putting money into a building maintenance fund for the current buildings maintenance issues. Council would like to see \$25,000.00 put into the acquisition fund and \$10,000.00 put into the building maintenance fund for 2009. Council has directed staff to use the \$3,000.00 in the maintenance fund for the building inspections, bids and other maintenance needing to be done. Council would also like to see \$3,000.00 in the community development fund for expenses in the 2009 budget. Debbie mentioned the each department needs to have its own equipment fund instead of one general equipment fund. The

city can also eliminate the LID fund numbers once the LID's are paid off and there is currently \$52,000.00 in those funds. Debbie will talk to Toni from the state and find out what can be done with those funds. Councilmember Rowlson mentioned he would like to see some research done on re-bidding our engineering services as a goal in 2009, and to get a street tree maintenance program in 2009. Councilmember Rowlson also wants Council to remember to keep up with citizen communication in 2009. Chief Ramstead asked for Direction from the Council for a new police vehicle to replace the 2004 car currently used. Council would like to set an amount to put in to the police equipment fund yearly for car rotation. \$13,000.00 or \$14,000.00 needs to be put in the 2009 budget for a police vehicle. Money also needs to be put into a fund for a new public works vehicle. Clerk Treasurer/City Administrator Davidsen stated she would like to see the Sergeant position get a pay increase. She feels the position should be paid \$5,000.00 more per year then the top step officer. Council agrees this increase should be made. Debbie would also like to see the court clerk position brought up to a full time position. Council mentioned they would like to see one of the employees do some research for economic development and wondered if the court clerk position could take on this task. Debbie stated she did not feel it would be suited to the position but the Deputy Clerk/Treasurer may be able to take on the additional work depending on what the work would entail. Council agreed to turn the court clerk position into a full time position starting in 2009. The court clerk will be helping take on some of the finger printing responsibilities and will also be processing passport applications once she is trained. Councilmember Rowlson mentioned he thinks the sewer contract needs to be finished. Councilmember Perry would like to see a list of projects around the city needing to be done along with the costs made up to give to organizations who want to do them.

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Jaleen Pratt, Mayor

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Stacey Wood/ Deputy Clerk Treasurer