

EDMONDS CITY COUNCIL APPROVED MINUTES

January 24, 2012

The Edmonds City Council meeting was called to order at 5:45 p.m. by Mayor Earling in the Council Chambers, 250 5th Avenue North, Edmonds.

ELECTED OFFICIALS PRESENT

Dave Earling, Mayor
Strom Peterson, Council President
Frank Yamamoto, Councilmember
Joan Bloom, Councilmember
Michael Plunkett, Councilmember
Lora Petso, Councilmember
Adrienne Fraley-Monillas, Councilmember
Diane Buckshnis, Councilmember

STAFF PRESENT

Gerry Gannon, Assistant Police Chief
Stephen Clifton, Community Services/Economic
Development Director
Phil Williams, Public Works Director
Shawn Hunstock, Finance Director
Carrie Hite, Parks & Recreation Director
Rob Chave, Planning Manager
Frances Chapin, Cultural Services Manager
Carl Nelson, CIO
Cindi Cruz, Executive Assistant
Jeff Taraday, City Attorney
Sandy Chase, City Clerk
Jana Spellman, Senior Executive Council Asst.
Jeannie Dines, Recorder

1. CONVENE IN EXECUTIVE SESSION REGARDING POTENTIAL LITIGATION PER RCW 42.30.110(1)(i).

At 5:45 p.m., Mayor Earling announced that the City Council would convene in executive session regarding potential litigation per RCW 42.30.110(1)(i). He stated that the executive session was scheduled to last approximately 30 minutes and would be held in the Jury Meeting Room, located in the Public Safety Complex. No action was anticipated to occur as a result of meeting in executive session. Elected officials present at the executive session were: Mayor Earling, and Councilmembers Yamamoto, Plunkett, Fraley-Monillas, Buckshnis, Peterson, Petso and Bloom. Others present were City Attorney Jeff Taraday, and City Clerk Sandy Chase. At 6:18 p.m. Ms. Chase announced to those present that the executive session would be extended for 15 minutes. The executive session concluded at 6:30 p.m.

Mayor Earling reconvened the regular City Council meeting at 6:32 p.m. and led the flag salute.

2. APPROVAL OF AGENDA

COUNCIL PRESIDENT PETERSON MOVED, SECONDED BY COUNCILMEMBER PETSO, TO APPROVE THE AGENDA IN CONTENT AND ORDER. MOTION CARRIED UNANIMOUSLY.

3. APPROVAL OF CONSENT AGENDA ITEMS

COUNCIL PRESIDENT PETERSON MOVED, SECONDED BY COUNCILMEMBER PETSO, TO APPROVE THE CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY. The agenda items approved are as follows:

A. ROLL CALL

- B. **APPROVAL OF CLAIM CHECKS #130017 THROUGH #130089 DATED JANUARY 19, 2012 FOR \$605,835.57. APPROVAL OF PAYROLL DIRECT DEPOSIT & CHECKS #51140 THROUGH #51164 FOR THE PERIOD JANUARY 1, 2012 THROUGH JANUARY 15, 2012 FOR \$638,360.50.**
- C. **ORDINANCE NO. 3870 – EDMONDS HISTORIC PRESERVATION COMMISSION CODE AMENDMENT.**

4. REPORT ON REGIONAL FIRE AUTHORITY

Millie Judge, Fire District 1 (FD1) Commissioner, introduced **Brad Reading, Assistant Fire Chief, FD1**. Commissioner Judge explained the purpose of this presentation was a Regional Fire Authority (RFA) 101. All the participating jurisdictions have been asked to review this presentation to assist Councilmembers and the public in understanding the process of creating an RFA, why create an RFA and what an RFA will look like if one is formed.

Commissioner Judge explained there are currently nine jurisdictions in south Snohomish County exploring the possibility of creating an RFA. An RFA is a special purpose district created by a vote of the people. The vision statement is: The RFA Planning Committee will create a plan to deliver the highest quality fire protection and emergency medical services to the communities of south Snohomish County in the most efficient and effective manner. The vision statement focuses on better effective service, maintaining and enhancing existing services levels and looking for efficiencies. The following cities are currently participating in the Planning Committee:

- Brier
- Edmonds
- Lynnwood
- Mill Creek
- Mountlake Terrace
- Mukilteo
- Woodway
- Snohomish County Fire District 1
- Snohomish County Fire District 7

Commissioner Judge identified the boundaries of the nine jurisdictions participating in the RFA Planning Committee, commenting if all nine jurisdictions form an RFA it will be one of the largest fire departments in the state, spanning 115 square miles and serving more than 350,000 residents.

Commissioner Judge described how fire service is currently provided in south Snohomish County:

- Two city fire departments
 - Lynnwood Fire Department
 - Mukilteo Fire Department
- Two fire districts
 - Snohomish County FD1: serving unincorporated areas plus Brier, Edmonds, Mountlake Terrace and Woodway
 - Snohomish County FD7: serving unincorporated areas plus the city of Mill Creek

	# Residents Served	Employees	Fire Stations	Incidents in 2010
Edmonds	39,800	Served by FD1	3	5,174
FD1	228,513	236	12	19,112
Lynnwood	36,160	57	2	6,351
Mukilteo	20,150	29.5	2	1,888
FD7	68,000	113	7	4,773

Under an RFA, the fire departments and districts would be consolidated to form one fire department to serve the region: 352,823 citizens, 115 square miles, 6 cities, 1 township and unincorporated areas of south Snohomish County.

Assistant Chief Reading explained in south Snohomish County fire departments and fire districts already have automatic aid agreements to back-up each other on emergency calls. When the public calls 9-1-1, the dispatcher will automatically send the closest firefighters, even if those firefighters might be from a neighboring agency. To the question of why form an RFA, the automatic aid agreements could go away at any time if a City Council or Fire District Board chose. Firefighters from south Snohomish County fire agencies frequently train together and have many common policies and procedures. Agencies also do fire prevention together; investigators assist each other at fire scenes and if necessary, assist with inspections. Fire departments participate in regional teams to provide specialized services that would be cost-prohibitive for each agency to provide on its own such as hazardous materials teams and rescue teams. He concluded the agencies work seamlessly together on many functions.

Commissioner Judge reviewed reasons to explore regionalization:

- Enhance and sustain service delivery
- Remove duplication
- Provide economies of scale
- Seamless service

Commissioner Judge described how an RFA is created:

- Process to form an RFA is established by state law
- First step: Create the RFA Planning Committee
 - Done: March 2010.
 - Comprised of 3 elected officials from each participating jurisdiction
- Subcommittees formed to work on finance, level of service and communication
- City Council and Fire District Boards decide if they want to put RFA Work Plan on the ballot for a vote of the people
- Election occurs, and if voters approve, an RFA is formed

Commissioner Judge clarified the majority vote in the region will prevail. Until a City Council or Fire District Board decides to commit to the RFA, the entity is not committed to anything. Key issues being considered by the subcommittees include:

- Sustainable service levels for fire, EMS and all hazard response
- Staffing and facilities plans
- Financing
- Collective bargaining agreements
- Organization structure and governance
- Naming of the new organization

Commissioner Judge reviewed the timeline/key dates:

- March 2012 Finance and Level of Service Plans adopted by RFA Planning Committee
- May 2012 City Councils and Fire District Boards vote on Finance and Level of Service Plans
- Nov 2012 Organization chart addressed
- Dec 2012 Naming of new organization addressed
- Jan 2013 RFA Governance Plan addressed
- Feb 2013 RFA Work Plan approved by Planning Committee
- March 2013 Collective bargaining agreements addressed

- May 2013 City Council and Fire District Boards approve RFA Work Plan and pass ballot resolutions
- August 2013 ELECTION
- Jan 1 2014 RFA implemented if approved by voters

Commissioner Judge clarified the RFA would be a separate taxing entity. To the extent the City has expenses today from its budget for fire service, that would no longer occur. Further information regarding the RFA is available at their website: www.RFA-planning.org.

Councilmember Plunkett referred to the item on the timeline, collective bargaining agreements addressed, and asked if the RFA could proceed if the unions were not supportive. Commissioner Judge answered yes; the hope was that a collective bargaining agreement would be in place before subsequent steps take place. She anticipated if there was disagreement in the collective bargaining process, there would be mediation and ultimately arbitration. All indications are that the locals are very supportive of this joint entity due to the long term stability it provides.

Councilmember Fraley-Monillas asked if the process was concluding sooner than expected. Commissioner Judge answered no; it was anticipated to be a two-year process. It began last year and will conclude in 2013.

Councilmember Bloom asked whether there would be a vote of the people in each city/district. Commissioner Judge answered yes. Councilmember Bloom inquired about a majority vote. Commissioner Judge explained a larger group of voters could overrule a small group of voters; that is one of the risks of putting the RFA to a vote. For example if voters in Edmonds voted yes and voters in Lynnwood voted no but Edmonds had more voters and those two entities were the only two voting, Edmonds voters would prevail. The vote is determined by the majority of all citizens in the boundary.

Councilmember Plunkett hypothesized Edmonds voters could say no and if there were enough voters in the remainder of the geographical area that said yes, regardless of how Edmonds voted, they would be part of the RFA. Commissioner Judge agreed. The legislation that created the RFA established that policy.

Council President Peterson asked if there had been any discussion by the legislature regarding a change to the RFA language. Commissioner Judge answered not this year; last year the legislature established a process for latecomers.

Councilmember Fraley-Monillas referred to the map of the entities participating in the RFA Planning Committee and asked what happened if cities in the middle voted not to participate and cities on opposite sites vote to participate. Commissioner Judge answered it is purely majority rules. Assistant Fire Chief Reading explained if a City Council or Board decided not to continue with the RFA process, their citizens would not vote and would not be part of the RFA and the other entities could continue. Once the RFA goes to the ballot, majority rules.

Councilmember Plunkett asked if a city or fire district could get out of the process after the vote. Commissioner Judge answered no, once a City Council/Fire District Board agrees to participate, they are in the RFA and the majority vote decides.

5. AUDIENCE COMMENTS

Ron Wambolt, Edmonds, commented the Citizens Economic Development Commission (EDC), a group of dedicated, hardworking volunteers, was treated shabbily by a couple Councilmembers at last night's meeting. Councilmember Plunkett stated he felt the Commission diluted their mission of economic development by spending their time to develop a recommendation for a citizen charge for EMS

transportation when EMS personnel are called to a home but find there is no need for transportation. Mr. Wambolt pointed out the EMS proposal took only a minuscule amount of the EDC's time and virtually all the work on that proposal was done by Commissioner Darrol Haug. Rather than criticizing the EDC, he suggested they be commended for identifying a viable source of revenue that no one else has conceived. He expressed disappointment in Councilmember Buckshnis' vote to support the unneeded ordinance charges, pointing out that as Council's representative on the EDC who has attended their meetings, she could have explained the situation at last night's meeting. He hoped at the retreat the Council will extend the EDC indefinitely similar to other volunteer groups like the Highway 99 Task Force and Citizen Technology Advisory Committee as there likely will always be a need for economic development.

6. CITY COUNCIL, PLANNING BOARD AND ECONOMIC DEVELOPMENT COMMISSION – EDMONDS STRATEGIC PLAN & VISIONING RETREAT #2

In addition to the City Council and staff listed above, the following were present for this item:

ECONOMIC DEVELOPMENT COMMISSIONERS

Paul Anderson
Bruce Faires
Don Hall
Darrol Haug
Beatrice O'Rourke
Evan Pierce
Kerry St. Clair Ayers
Bruce Witenberg
Marianne Zagorski

PLANNING BOARD MEMBERS

John Reed (Vice Chair)
Kristiana Johnson
Valerie Stewart
Todd Cloutier

Mayor Earling recognized Community Services/Economic Development Director Stephen Clifton and Executive Assistant Cindi Cruz for their efforts on the Strategic Plan.

Mr. Clifton welcomed everyone to the Strategic Planning and Visioning Retreat #2. He explained the City Council, with the assistance of the EDC and Planning Board, initiated a process last year to develop a strategic plan and vision for the city. With the help of community input, the strategic plan will identify short and mid-term community based priorities, goals and objectives, in addition to outlining specific methods to achieve them. A plan adopted by the City Council will also identify performance measures to ensure that the strategic plan's goals will be realized and identify those who will be responsible for implementing the plan. An adopted plan can also be used as a decision making tool by the City Council for focusing financial resources on key priorities.

Mr. Clifton recalled in fall 2011 City staff requested the overall timeline be adjusted in order to create a more effective process that would take place after the November, 2011 elections, completion of the 2012 budget process, the holidays, and to more fully involve newly elected officials. As such, the October, 2011 Retreat #2 was rescheduled to tonight.

Mr. Clifton provided an overview of what has taken place between Retreat #1 and tonight's Retreat #2. Public opinions and priorities are an important part of the strategic planning process. Consequently, the process calls for the consultant team to conduct a series of interviews and surveys to obtain the opinions of citizens, business owners, employees, retail customers, young adults, and government officials. These surveys/interviews provide opportunities for the public to contribute ideas and share their priorities, thus helping influence the City's future accordingly. The following has occurred to date:

1. Tom Beckwith and Steve Price, Beckwith Consulting Group, have conducted one-on-one interviews with the City's last and current mayors, six current City Councilmembers, and with each Department Director.
2. On December 5, 2011, the City launched Strategic Planning and Visioning Surveys. Links to internet based surveys have been posted on the front page of the City's website, EdmondsWA.gov, and include adult, youth and employee surveys. Customer surveys have been provided for businesses to hand out and the customer survey is also posted on the City website.

In order to notify or inform the public that surveys are available, a press release was issued in December, a notice aired on the City's government channel, images or links were posted on the front pages of on-line newspapers such as MyEdmondsNews, EdmondsPatch, EdmondsKomo4News, and EdmondsBeacon, and lastly, the City sent out thousands of e-mails to City residents.

As of today, the number of people who have taken the resident adult survey is up to 419, up from 390 yesterday. Surveys are still underway and adults, young adults, employees and customers are encouraged to take the surveys.

3. Hard copy business surveys were inserted in over 1,800 business license renewal notices mailed in December, 2011. The survey letter included an invitation for all employees to take an internet employee survey.
4. Eighteen stakeholder focus group meetings were also scheduled for last week. Only a few were held due to snow and most have been rescheduled to January 30, February 1, 2 and 3. Examples of focus groups include the Senior Center, Port of Edmonds, arts groups, young adults and education, environment, businesses, transportation, individuals, etc.

Mr. Clifton introduced **Tom Beckwith, Eric Hovee and Steve Price, Beckwith Consulting Group**, to present information for Retreat #2.

Mr. Beckwith provided an overview of data to be presented:

- Results of 2010 Census data on demographics
- Result of American Community Survey (ACS) – statistical sampling done by the Census Bureau which includes more detailed economic and demographic data than what is currently available from the 2010 Census
- ESRI data compiled from Census, retail sales, and geographical distribution
- Puget Sound Regional Council (PSRC) Economic and Demographic long range projections 1970-2040
- Startup Strategic Plan public outreach activities – early returns
- Future Strategic Plan public outreach activities

The next retreat will include the remainder of the survey data as well as significant information on financial data.

EDMONDS US CENSUS 2010

Mr. Beckwith displayed and reviewed a chart of population age group distribution: 2010 US compared to Edmonds. He also provided percentages from the 2010 Census:

	United States	Washington	Puget Sound	Snohomish County	Edmonds
Households in families	66%	64%	63%	68%	62%
Non-family households	34%	41%	37%	32%	38%
Married Couples	73%	76%	76%	77%	79%
Median Age	37.2	37.3	37	37.1	46.3
Average household size	2.58	2.51	2.49	2.62	2.26
Owner occupied units	65%	64%	62%	67%	69%

EDMONDS AMERICAN COMMUNITY SERVICE 2005-2009

Mr. Beckwith explained instead of doing a full count every five years, the ACS does an annual statistical sample. The following data is a combination of samples done in years 2005-2009:

	United States	Washington	Puget Sound	Snohomish County	Edmonds
Civilian employees in civilian labor force	60%	61%	64%	65%	64%
Employed in services	79%	79%	80%	74%	83%
Mean travel time to work (in minutes)	25.2	25.4	27.8	29.8	28.2
No vehicles available to household		6%	7%	5%	4%
Resided in same house 1 year ago	84%	81%	81%	82%	85%
Percent in detached single family units	62%	63%	60%	63%	60%
Owner occupied	67%	65%	63%	68%	70%
Median house value	\$185,400	\$277,600	\$348,287	\$330,400	\$411,100
Renter occupied housing units	33%	35%	37%	32%	30%
Median rent	\$817	\$853	\$939	\$960	\$905
Workers – private wage and salary	79%	77%	79%	81%	77%
Workers self-employed in own business	7%	7%	6%	6%	8%
Median family income	\$62,363	\$68,457	\$78,670	\$75,955	\$89,601
Median per capita income	\$27,041	\$29,320	\$33,559	\$30,483	\$43,049
Percent of population in poverty	13.5%	11.8%	9.8%	8.2%	6.3%
Total families in poverty in 1999	9.9%	7.9%	6.3%	5.6%	2.9%
Language other than English	20%	17%	18%	16%	12%
Hispanic or Latino of any race	15%	10%	7%	7%	4%

EDMONDS ESRI 2005-2015

Mr. Hovee explained ESRI is a geographic information systems (GIS) company and one of two national data firms that do self-data on a proprietary basis. One of the advantages they have, especially with the delay in Census data, is they provide annual estimates and will also customize it to different geography, and provide some estimates such as retail sales, etc.

Mr. Beckwith reviewed the following data:

	Edmonds	Puget Sound	Washington
Educational Attainment 2010			
Graduate/Professional degree	14.3%	12.5%	10.9%
Bachelor’s Degree	26.4%	23.2%	19.8%
HS graduate through associate degree	54.2%	55.6%	58.5%
No HS diploma	5.1%	8.6%	10.7%
Employment by occupation			
Blue Collar	14.0%	17.3%	19.5%
Services	13.2%	16.4%	17.7%

White Collar	72.8%	66.3%	62.8%
Employment by Industry (2010)			
Public Administration	3.2%	4.4%	5.2%
Services	51.8%	50.1%	49.9%
Finances/Insurance/Real Estate	9.5%	6.9%	6.0%
Information	2.8%	3.5%	2%
Transportation/Utilities	3.9%	5.0%	4.9%
Retail Trade	11.2%	10.5%	10.3%
Wholesale Trade	3.0%	3.3%	3.3%
Manufacturing	6.8%	9.4%	8.6%
Construction	6.7%	6.5%	6.6%
Agriculture/Mining	0%	0%	2.0%
Median household income percent change (2000-2010)	25%	33%	32%
Median home value percent change (2000-2010)	64%	61%	62%

Mr. Beckwith described how the retail sales leakage figures are determined by ESRI; ESRI compares the income profile within the community to larger areas such as the State, Seattle metropolitan area or Puget Sound and develops an expenditure profile to fit that income. Leakage is determined by comparing that to sales tax data recorded by Washington State Department of Revenue.

Mr. Beckwith reviewed Edmonds retail sales and leakage (2010) and leakage by Edmonds industry subsectors with regard to dining, nonstore retailers, miscellaneous, general merchandise, sporting goods/books/music, apparel, gasoline, health and personal care, grocery, building and supply, electronics/appliance, home furnishings, motor vehicles and parts. Mr. Beckwith explained one of the questions for the future will be whether some of this leakage can be recaptured and if so how much, in what categories and is it worth it. Some of the areas may not be options given the developed character of Edmonds.

PSRC ECONOMIC & DEMOGRAPHIC FORECAST 1970-2040

Mr. Beckwith reviewed PSRC forecasts for 1970 – 2040 with regard to the following, pointing out these are pre-recession forecasts:

- Puget Sound household population
- Puget Sound average household size
- Puget Sound percentage of population age 0-4
- Puget Sound population over age 65+
- Population per employee
- Percent of housing multifamily
- Employment by base and service sectors
- Government employment as percentage of total employment

STARTUP STRATEGIC PLAN PUBLIC OUTREACH ACTIVITIES – EARLY RETURNS

Mr. Beckwith explained initial outreach events include focus groups, business surveys, employee surveys, customer surveys, adult resident internet surveys and young adult resident internet survey. He reviewed the early results of the adult resident internet survey with regard to the following questions:

- How would you rate Edmonds city governance?
- How would you rate existing employment conditions in Edmonds?
- How would you rate existing safety and security measures in Edmonds?
- How would you rate existing educational services and opportunities in the local Edmonds area?

- How would you rate transportation conditions, facilities and services in Edmonds?
- How would you rate housing market options in Edmonds?
- How would you rate existing park neighborhood recreational facilities and opportunities in Edmonds?
- How would you rate existing arts and cultural programs in Edmonds?
- How would you rate existing special events in Edmonds?
- How would you rate existing design conditions and appearances in Edmonds?
- How would you rate the level of existing development in Edmonds?
- How would you rate existing sustainability conditions in Edmonds?
- Rate the short term priorities for Edmonds (list provided).
- How important is it to attract types of households (list provided) to live in Edmonds?
- How would you rate maintenance conditions (list provided) overall in Edmonds?
- To what extent do sources (list provided) provide you information about the City government?

FUTURE STRATEGIC PLAN PUBLIC OUTREACH ACTIVITIES

Mr. Beckwith explained at Retreat #3, before the charrette/brainstorming session, the remainder of the survey results will be provided as well as financial trends emerging in other cities. He encouraged everyone to attend Retreat #3 as it will include a more interactive discussion.

Councilmember Buckshnis asked how people were prevented from taking the survey multiple times. Mr. Beckwith answered in their experience it takes a dedicated person to take the survey more than once because of length. A survey instrument identifies the location where the survey was completed. It is rare in a comprehensive survey for someone to take it more than once.

Councilmember Buckshnis asked how individuals who do not use a computer could take the survey. Mr. Beckwith answered there were hard copies available at the library, Francis Anderson Center, etc. Customer surveys are available via a handout as well as on the internet. Mr. Clifton suggested anyone interested in completing a hardcopy survey call 771-0220; ask for Community Services Department and staff will mail them a hardcopy of the survey.

Mr. Beckwith emphasized that although they presented early survey return results tonight, surveying will continue until they are no longer receiving responses.

Commissioner St. Clair-Aires observed the PSRC data for households in poverty was from 1999. Mr. Beckwith answered that data is only collected every 10 years; the data from the 2010 census is not yet available.

Commissioner Zagorski asked when the consultant will begin using the data to develop conclusions and determine an action plan. Mr. Beckwith answered the data begins to identify topics. Those topics will be presented at the charrette. Attendees at retreats that follow the charrette will be involved in developing a plan.

Councilmember Buckshnis asked whether stakeholder focus groups were open to the public. Mr. Beckwith answered some focus group have 6-8, some have 12-15 or more participants. Anyone can observe; in order to have enough time, only those who are invited can participate. There are two focus groups entitled individuals; he encouraged anyone interested in attending to contact Ms. Cruz.

Councilmember Buckshnis asked whether legislators, administrators or the mayor were discouraged from attending focus groups as participants may not speak as freely. Mr. Beckwith answered it can be more informative for elected officials to observe rather than participate including at the charrette.

Mr. Clifton reminded Retreat #3 is scheduled for February 28 at 6:30 p.m. in Council Chambers. During the City Council's retreat on February 2 at 11:30 a.m., Mike Bailey, Finance Director, Redmond, will speak on Redmond's use of budgeting by priorities/budgeting for outcomes for the past 3-4 years.

Mr. Clifton thanked the citizens, Councilmembers, Planning Board Members and Economic Development Commissioners who attended and encouraged them to continue to participate in the process. He encouraged residents, customers, businesses and employees to take the surveys.

7. **ADJOURN**

With no further business, the Council meeting was adjourned at 8:09 p.m.