

Meeting Minutes
City of Sammamish Finance Committee
Thursday, August 25, 2016 – 9:00 a.m.
Executive Briefing Room - Sammamish City Hall

Called to Order:

Committee Kathy Huckabay called the meeting to order at 9:05 a.m.

Committee Members Present: Kathy Huckabay (Chair)
Tom Hornish
Tom Odell

Committee Members Absent: none

Staff Present: Jessi Bon, Deputy City Manager
Aaron Antin, Finance Director
Chris Gianini, Deputy Finance Director
Steve Leniszewski, Public Works Director
Cheryl Paston, Deputy Public Works Director

Others Present: Mary Wictor, Citizen
Paul Stickney, Citizen

Public Comment:

Mary Wictor spoke about the city's responsibility to fund stormwater capital projects on public and private property. Kathy asked Mary to provide copies of her speaking notes from the meeting.

Paul Stickney presented some comments about the Stormwater Comprehensive Plan and provided written comments.

Approval of Meeting Minutes:

No comments or corrections were noted. The meeting minutes from July 21, 2016 were approved.

Policy Discussion - Private Property Surface Water Management:

Cheryl distributed sample policy language that was drafted from a combination of the policy language of Kenmore and Bellevue as requested by the Finance Committee at their July 21st meeting. Discussion of the proposed policy followed including ensuring flexibility in the policy, the definition of public benefit, and easements/access to stormwater facilities. Further discussion was tabled until the next Finance Committee meeting on September 1st. Committee members will submit their comments by August 29th.

Interim Surface Water Management Rate Increase Discussion:

Chris presented an option to the Committee for funding the 2017/2018 Stormwater Capital Program with an additional transfer from the operating fund to the capital fund, eliminating the need for an interfund loan. Also presented were the residential rates at various levels of increase from 2.5% to 15%. Discussion followed about the likelihood of additions to the capital program and the need for even more funding than had been anticipated.

A decision to recommend a rate increase prior to the rate study planned for 2017 was tabled until the September 1, 2016 Finance Committee meeting.

Pre-approval of Council Travel by the Finance Committee:

Two recommendations were made to address the requirement to have the Finance Committee pre-approve Council travel.

1. Pre-approval is not needed if the travel is budgeted. The budget will include a list of the conferences, etc. that are budgeted and the number of Councilmembers attending.
2. Approval of the Finance Committee Chair is required if the travel is not included in the budget.

Tom Odell expressed concern about the requirement that a city staff person book airline tickets for Council travel. He would prefer to book his own flights, be reimbursed for the amount allowed by city policy, and personally pay for any upgrades he chooses. It was noted that the current policy requires a staff member to book Council travel. This requirement will be reviewed to see if there are other practical options that could be suggested to the Finance Committee while maintaining the intent of the current Council member travel policy.

Consultant Report Request:

Aaron asked for clarification of Councilmember Valderrama's request for a list of consultants. Tom Hornish will talk with Romero and get back to Aaron with a more specific request.

Tom Odell again asked for an organization chart for the entire city with the names of staff members in each position, not just to the management level. Per Jessi, this is coming soon and would normally be part of the budget document.

IT Manager Position Discussion:

Aaron distributed the revised position description for the open IT Manager. The job duties have been expanded and the current available pay and classification that Council has previously authorized for this position does not appear to reflect the expected market realities for current IT talent. Given the immediate need for this position, the decision was made to begin recruitment with the understanding that the compensation and classification for this IT position will need to be reviewed as part of the overall city-wide class/compensation study planned for 2017.

Next Meeting:

Thursday, September 1, 2016, 9:00 to 11:00 a.m.

Future Meeting Topics

- Policy discussion - private property Surface Water Management
- Surface Water Management rates and system development charges
- Travel policy
- Maintenance Operation Center Analysis
- Facility Rental Fee review

Meeting Adjournment:

The meeting adjourned at 11:05 a.m.