

#1 - C0064-23

Ways and Means Committee
March 6, 2023

The Committee on Ways and Means met on Monday, March 6, 2023 at 6:00pm in the City Council Chambers at City Hall.

The meeting was recorded by ECTV and can be viewed on the City of Everett website.

Members present were Councilor John Hanlon, presiding; Councilors Darren Costa and Stephanie Smith. Member absent was Councilor Vivian Nguyen.

The Committee met on an Order offered by Councilor Michael Marchese, as President: An Order requesting the approval of an appropriation of \$150,000 to pay the costs of the Water Systems Remediation Projects.

Chief Financial Officer Eric Demas was also present.

Councilor Smith inquired why this expense was not included as part of the Water and Sewer Enterprise revolving fund and Mr. Demas explained that it was a separate loan forgiveness program for updating inventory. Councilor Costa asked if it would help identify where lead pipes are so residents can view online and Mr. Demas agreed to look into.

The Committee voted: to report back to the City Council with a recommendation for Favorable action.

Respectfully Submitted,

John W. Burley
Clerk of Committees

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CITY CLERK'S OFFICE
EVERETT, WA

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Members present were Councilor John Hanlon, presiding; Councilors Darren Costa and Stephanie Smith. Member absent was Councilor Vivian Nguyen.

The Committee met on an Order offered by Councilor Michael Marchese, as President: An Order requesting the approval of an appropriation of \$75,000 from the Budgetary Fund Balance into the Fire Department's EMT Account.

Chief Financial Officer Eric Demas was also present.

Communication received from Mayor Carlo DeMaria explaining that the amount requested would cover a 3% increase effective February 1, 2023, to the EMT stipend paid weekly to eligible firefighters as bargained with their union.

Councilor Smith inquired if this would be a line item in next year's budget and Mr. Demas acknowledged that it would. Councilor Costa asked how future EMT revenues would be shown. Mr. Demas explained that the Administration would be coming before the City Council to establish a Special Account that would help cover EMT costs and staffing.

The Committee voted: to report back to the City Council with a recommendation for Favorable action.

Respectfully Submitted,

John W. Burley
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Members present were Councilor John Hanlon, presiding; Councilors Darren Costa and Stephanie Smith. Member absent was Councilor Vivian Nguyen.

The Committee met on a Resolution offered by Councilor Stephanie Smith and Darren Costa: That the City Council Committee on Ways and Means reviews the City's Q2 Financials and projected revenues for FY23.

Chief Financial Officer Eric Demas was also present.

Mr. Demas provided the Committee with meal and room tax revenues, vacant positions, employee buyback. Councilor Smith provided a list written questions for Quarter 2 review with Mr. Demas's response shown on the attachment in RED as a brief to the point reply. Councilor Costa asked if the meal tax projection of \$1.5 million was a realistic number for the year. Mr. Demas noted that he anticipated one or two more meal tax revenue payments to City before the end of the fiscal year. Councilor Costa requested a copy of the 5 year revenue forecast plan and Mr. Demas agreed to provide. Mr. Demas also agreed to provide back taxes that still remained outstanding as requested by Councilor Costa. Councilor Costa inquired into grants, excise taxes as it related to cross checking to insure whether the vehicle should be in the City and discussed the postings open positions. Mr. Demas responded that the grants were maintained separately but was unsure if the cross checking of vehicles through excise tax occurred and he was unsure how open positions were posted but did state open Union positions must be posted. Councilor Smith agreed to provide an additional list of open questions to all.

The Committee voted: to report back to the City Council with a recommendation to place on File.

Respectfully Submitted,

John W. Burley
Clerk of Committees

Councilor Smith's Q2 2023 Budget Review questions

City Council

01-111-1-5111

SALARIES

- Why is the run-rate falling \$11K short of the budgeted amount? Did someone's salary change or is it just the schedule of payroll? **Two Councilor's paid late – Council may need to cover a small short fall in salaries**

Mayor

01-121-1-5143

LONGEVITY

- Did someone's longevity schedule increase vs what was budgeted? Spent ~\$600 over budget – **No coding issue – has since been corrected**

311

01-129-1-5111

SALARIES

- In Q1 review, it was stated there was 2 FT open positions. In the Q2 vacant positions, there is nothing open for this department. However, the salary line item run-rate did not change much. Exactly what positions are being paid out of revenue loss from ARPA? What positions (if any) are being funded from grant money? – **employees paid under ARPA have now been switched over to 311 account**

Treasurer

01-141-1-5111

SALARIES

- Run rate is coming in ~\$80K under budget, but no open positions. Why? In Q1 there was one open position, if that was filled why are we still running so low? – **still running low but expenditures picking up**

01-145-2-5385

OTHER CHARGES

- Can you provide the 2020, 2021, 2022 and 2023 YTD amounts of credit card fees and the number of transactions related to those fees that the City pays and does not pass onto the residents. Want to look into this for preparation for FY24 budget. – **Mr. Demas agreed to look into and provide**

Solicitor

01-151-1-5111

SALARIES

- Who are the Asst City Solicitors that are getting paid out of this account? - **The City Solicitor Colleen Mejia – Assistant City Solicitor Keith Slattery – and a paralegal are paid out of the City Solicitor Salary account**

01-151-2-5302

LITIGATION/PROFESSIONAL SERVICES

- How much of the \$500K for DOJ has been spent to date? - **\$486,000**
- Are we expecting to be hit with another large amount due to the amount that has been expensed already? **City Solicitors office is expected to request the City Council's approval for an additional appropriation of \$250,000 to cover cost until the end of the fiscal year**

Human Resources

01-152-1-5111

SALARIES

- Do we have a new director of HR? There were 3 positions open in Q1 (Director, Deputy Director & HR Generalist). Did two of those get filled? At the same/similar salaries as we budgeted for those positions or different? – **new Director is to start on March 20th – the HR Generalist position was just filled and the Deputy position has not been filled at yet - - with all positions expected to be at the budgeted amount**
- Year-round program – can you provide the details behind it? Are we getting grant funding for these overages? Or are we going to end up charging to revenue loss. **The City did receive grants and businesses donate to help cover the program**
What are these interns doing? What departments do they work for? What hours? How many kids? **Mr. Demas will provide info**

Election

01-162-1-5125

CUSTODIANS-ELECTION

01-162-1-5126

ELECTION STIPEND FT

01-162-1-5129

ALL ELECTION WORKERS

- Have we expended everything we expect in the above accounts already or are we expecting more spend to come in seeing there are no more elections this year?
Councilor Smith noted that she received an email response from Department head Danielle Pietrantonio

ISD

01-242-1-5111

SALARIES

Is the Director of Code Enforcement now filled? **Yes**

What is the amount that is being charged for ISD to Senior Meals? Is that being charged to Revenue Loss? **Yes**

Senior Meals – any answer on if it is continuing indefinitely? Don't like it being charged out of Revenue Loss as I see this is a "bonus" program vs. a program that was in place prior to Covid and a "normal" continuing expense - **Councilor Smith stated that she wanted to see the Senior Meals as a budgeted line item rather than covered under revenue loss**

DPW Exec

01-490-1-5143

LONGEVITY

- Did you find out why this was overspent? Did the amount change somehow? **No – but will provide info tomorrow**

DPW Facilities

01-491-1-5111

SALARIES

- Do we still have 3 people out on workmans comp? **2 are currently out on workman's comp**

01-491-2-5260 ELEVATOR SERVICE CONTRACT

- What is the total contact amount (followup from Q1) – **waiting to hear from DPW Executive – will provide tomorrow**

DPW Parks

01-493-1-5111

SALARIES

- Do we still have 3 people out on workmans comp? Any open positions? There is a lot unspent here. **2 are currently out on workman's comp**

DPW Highway

01-495-1-5111

SALARIES

- Are we still down 2 FTE? There is a lot unspent here. - **No one employee out on workman's comp**

Health & Human Services

01-510-1-5111

SALARIES

- Did we fill the Human Services Coordinator and Principal Clerk roles and now we are down a school nurse? **Coordinator position and one school nurse position are vacant**

Planning & Development

01-521-1-5111

SALARIES

- Only down one employee but a lot of unspent here – **Economic Development position vacant**
- Affordable Housing Coordinator - \$\$, hours, funding – **Mr. Demas agreed to provide info**

01-521-4-5860

GLENDALE PARK PLAYGROUND EQUIPMENT

- Did we get the grant for this? **Yes – outdoor fitness camp**

Health & Wellness

01-630-1-5111

SALARIES

Looks like 3 out of 5 positions are open!!!!!! Still!!!!!! **Yes – still looking to fill**