

**Notes/Minutes: Sultan's Blue Panel CAP (Citizens Advisory Panel)**  
**October 1, 2007 Meeting**  
319 Main Street, Sultan, WA

Chairman Jeffrey Beeler opened the meeting by summarizing what we had covered to date to include: past audits, the Prothman Report, budget considerations, such as the Eyman Initiatives, and building permits. At the previous meeting, the CAP had invited dialogue from City Administrator Deborah Knight to learn what recommendations made in the Prothman Report have been implemented.

Deborah Knight provided a report that showed the Prothman recommendations and what the city had done to address those considerations. (provide link to this document on GRIT and city web site)

We briefly discussed that Linda Hjelle, Chief Deputy from the Snohomish County Assessors office, will be attending our next meeting to inform the Panel on levies. Also, a guest speaker and expert on city governance from the AWC (Assn. of Washington Cities) will also be invited to speak (subsequent to the 10/1 meeting, and in order to accommodate the schedules of these guests, the CAP rescheduled its regular Monday meeting to Wed., Oct. 17<sup>th</sup>).

It was briefly discussed the method by which the City of Sultan hires for positions such as the recent appointment of Laura Koenig as the Deputy Finance Director. It begins with consults and a sketchy consensus between the mayor and city administrator of a list of possible members to serve on a Hiring Panel for an open position. Once members for the panel have been selected and agree to serve, a fairly rigorous recruitment and interview process is developed and implemented until a successful candidate is offered the position.

Brief discussion occurred re possible cost-saving measures:

- Levies
- Leasing space to Sno-Isle.
- Utilizing interest received from investment funds to pay down debt
- Stormwater Utility
- Implement fee studies on water, garbage, cemetery and salary surveys.

Brief discussion ensued, with input from Councilman Jim Flower on the Springbrook accounting software now being used in the city's finance department. Questions arose as to why it took so long to implement this program. Mr. Flower suggested that previous councils had perhaps not taken enough initiative, with Deborah Knight suggesting that council is sometimes hesitant to spend money. *[Secretary's Note: The irony of this statement may be that we DID consistently overspend as shown in past audits even*

*without the expense of this software program which would have, in the long run, saved the city money.]*

Confusion among some CAP members prompted Chairman Jeffrey Beeler to ask for a clarification from Deborah Knight re specifics of what the City needs, or is seeking at this point from the CAP, that will help the City further clarify its goals. Deborah Knight stated the CAP's function was to determine where we are currently at, and what future considerations the panel could suggest (as it specifically applies to the 2008 budget).

Loretta Storm raised the question of whether building permits were sent to the Assessors office in a timely manner, as that is the "starting gun" for the city's receipt of future property tax revenue. She also inquired about the state's new "Streamlined Sales Tax" laws and process providing for new tax revenue to the City (from sales made outside of Sultan but will be shipped here), and when the city will communicate this to council members (Council members to whom she's spoken are ignorant of this new revenue source). Loretta also questioned Laura Koenig re the discrepancy of 2005 revenue (three separate published documents indicate three different figures).

Before the meeting closed, Loretta asked for group confirmation that Burl Champeaux be officially eliminated from the CAP, in accordance with the CAP rules approved during its first meeting Sept. 10, 2007. (The CAP had agreed to remove any CAP member who missed three meetings.)