



City of Cashmere

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CASHMERE CITY COUNCIL MEETING
MONDAY, NOVEMBER 28, 2016 6:00 P.M., CITY HALL

AGENDA

CALL TO ORDER

FLAG SALUTE

EXCUSED ABSENCE

ANNOUNCEMENTS & INFORMATION

PUBLIC COMMENT PERIOD (For Items Not on the Agenda)

APPROVAL OF AGENDA

CONSENT AGENDA

1. Minutes of November 14, 2016 Regular Council Meeting
2. Payroll and Claims Packet Dated November 28, 2016

BUSINESS ITEMS

1. Public Hearing on Final Budget for 2017
2. School Resource Officer

PROGRESS REPORTS

ADJOURNMENT

TO ADDRESS THE COUNCIL, PLEASE BE RECOGNIZED BY THE MAYOR AND STATE YOUR NAME WHEN YOU BEGIN YOUR COMMENTS
Americans with Disabilities Act (ADA) accommodations provided upon request (48-hour notice required)

MINUTES OF THE CASHMERE CITY COUNCIL MEETING
MONDAY, NOVEMBER 14, 2016 AT CASHMERE CITY HALL

OPENING

Mayor Gomes opened the regular city council meeting at 6:00 p.m. at City Hall. Clerk-Treasurer Kay Jones took minutes.

ATTENDANCE

	<u>Present</u>	<u>Not Present</u>
Mayor:	Jeff Gomes Skip Moore Jim Fletcher Dave Erickson Kameon Smith Derrick Pratt	
Staff:	Kay Jones, Clerk-Treasurer Mark Botello, Dir. of Planning/Building	Chuck Zimmerman, City Attorney

FLAG SALUTE

ANNOUNCEMENTS & INFORMATION

No announcements.

PUBLIC COMMENT PERIOD

No comments from the public.

APPROVAL OF AGENDA

MOVED by Councilor Moore and seconded by Councilor Erickson to approve the agenda as presented. Motion carried.

CONSENT AGENDA

Minutes of October 24, 2016 Regular Council Meeting
Payroll and Claims Packet Dated November 14, 2016
Claims Check #37408 and #37411 through 37456 totaling \$52,594.18
Payroll Check #37404 through #37407 totaling \$97,082.05
Manual Check #37409 and #37410 not needing prior approval

MOVED by Councilor Erickson and seconded by Councilor Moore to approve the items on the consent agenda. Motion carried.

PUBLIC HEARING ON PRELIMINARY BUDGET FOR 2017

Mayor Gomes opened the Public Hearing at 6:05 p.m. to receive public comment on the Preliminary Budget for 2017. City Clerk-Treasurer Kay Jones summarized the changes in revenues and expenditures and discussed the concerns regarding the Water/Wastewater fund.

The 2017 Preliminary Budget presented to council meets the budget policies previously adopted, which require that operating expenses cannot exceed estimated revenues for the current year. Capital transfers are not considered operating expenses.

The revenues for the City of Cashmere are pretty much status quo. The following are a few exceptions. The City is allowed a 1% increase in property tax, which generates an additional \$6,000. Staff's recommendation is to take the 1% to offset the 4% increase in the Law Enforcement contract, which is \$16,574.

January 1st the water rates will increase 2.5% and the wastewater rates will increase 6%. The last year of the five-year rate resolution is 2017. The City will be doing a rate study in 2017 to look at the next five years and what the rates and projected increases will be.

With the increase in water and wastewater revenues, the utility tax revenues in the General Fund will also increase since utility tax is 10% of gross revenues.

The expenditures for administrative fees have increased in all four operating funds since all the admin fees paid by the sanitation department were re-allocated to the other funds as was previously discussed.

The wage and benefit expenditures have increased in the Public Works fund due to the addition of one full-time employee, which was transferred from the closing of the Sanitation fund.

The increase in expenditures in the Water/Wastewater fund are due not only to admin fees, that are now distributed among four operating funds instead of five, but also due to an increase in chemicals, maintenance contracts, and overtime hours.

The preliminary budget shows the amount above or below the estimated revenues both with and without capital transfers. If the expenditures including the capital transfers are a negative, shown in red, then that amount comes from the ending fund balance.

The fund that is the most concerning is the Water/Wastewater fund. Even though the fund meets the budget policy, regarding operating expenditures, the negative amount of \$452,638 that is due to the capital transfers would come from the ending fund balance, which is alarming.

The Clerk-Treasurer's recommendation is to eliminate the \$400,000 transfer to the Wastewater Capital fund to keep from reducing the ending balance in the Water/Wastewater fund by \$400,000. This addresses the issue for 2017, however without transfers into the capital funds it will be difficult to complete future capital projects.

The Clerk-Treasurer stated that unless otherwise directed the final budget will show the \$609,223 balance in the Sanitation fund and the \$210,900 set aside for the purchase of a garbage truck transferred to the 302 Capital fund at the close of the year.

Chief Brunner submitted a budget request of \$40,000 to purchase an ambulance. The consensus of the council was to add the \$40,000 for an ambulance to the Capital Improvement fund.

The Mayor closed the Hearing at 7:50 p.m.

ORDINANCE NO. 1255 AUTHORIZING THE GENERAL PROPERTY TAX LEVY

MOVED by Councilor Moore and seconded by Councilor Erikson to adopt Ordinance No. 1255 authorizing the General Property Tax Levy. Motion carried.

PROGRESS REPORTS

Director Botello reported that Shelton's Tree Farm is donating a Christmas tree to the City again this year. The city crew will be picking the tree up next week.

ADJOURNMENT

Mayor Gomes adjourned the meeting at 7:56 p.m.

Jeff Gomes, Mayor

Attest:

Kay Jones, City Clerk-Treasurer

COMMITTEE REPORT SCHOOL RESOURCE OFFICER

Committee Members: Derrick Pratt and Kameon Smith

The Chelan County Sheriff's Office has proposed an Addendum to the Law Enforcement Service Agreement. To summarize the agreement, the school is asking the City to pay for one-quarter of a full-time deputy to be assigned to the school during school hours. When school is not in session the deputy's primary duty would be law enforcement inside the City.

The current Law Enforcement contract expires 12/31/17. In 2017, the City will pay \$430,935 for 2.5 officers.

There are three options as follows:

Option 1: Council could wait until the new Law Enforcement contract for 2018-2021 is negotiated to determine if the City can afford to pay for a School Resource Officer.

Option 2: Council could vote to approve the addendum and pay the additional \$25,219 for 2017. When the Law Enforcement Contract is renegotiated in 2017 the addendum could be made part of the new agreement or discontinued.

Option 3: Council could vote to deny the addendum.

Committee Recommendation: Option 1: Wait until the new Law Enforcement contract for 2018-2021 is negotiated to determine if the City can afford to pay for a School Resource Officer.

Account Number	Description	Actual 2013	Actual 2014	Actual 2015	Budget 2016	Budget 2017
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PUBLIC SAFETY COSTS PAID TO CHELAN COUNTY

PUBLIC SAFETY

Law Enforcement Activities

001-000-000-521-20-51-00	GG Law Enforce Services Contract	\$466,197.00	\$383,100.00	\$398,424.00	\$414,361.00	\$430,935.00
001-000-000-521-20-51-01	GG Law Enforce RiverCom Contract	\$37,496.00	\$37,147.20	\$41,059.88	\$45,186.00	\$47,335.00
001-000-000-521-30-49-00	GG Criminal Justice Special Programs	\$11,385.51	\$4,047.96	\$2,947.93	\$3,000.00	\$3,160.00
Total Law Enforcement Activities		\$515,078.51	\$424,295.16	\$442,431.81	\$462,547.00	\$481,430.00

Detention & Correction Activities

001-000-000-523-60-51-00	GG Intergov. Jail Fees-Contract	\$40,969.50	\$53,029.08	\$70,361.16	\$46,047.00	\$28,790.00
001-000-000-523-60-51-01	GG Jail Fees-Medical Charges	\$0.00	\$1,368.85	\$0.00	\$0.00	\$0.00
Total Detention & Correction Activities		\$40,969.50	\$54,397.93	\$70,361.16	\$46,047.00	\$28,790.00

Disaster Services

001-000-000-525-60-51-00	GG Chelan Co Emerg Mgmt Fee	\$6,891.76	\$6,873.76	\$8,187.20	\$8,026.00	\$8,026.00
Total Disaster Services		\$6,891.76	\$6,873.76	\$8,187.20	\$8,026.00	\$8,026.00

001-000-000-515-30-51-30	GG Prosecution Services	\$11,760.00	\$9,660.00	\$9,870.00	\$8,610.00	\$9,000.00
		\$11,760.00	\$9,660.00	\$9,870.00	\$8,610.00	\$9,000.00

Total PUBLIC SAFETY		\$574,699.77	\$495,226.85	\$530,850.17	\$525,230.00	\$527,246.00
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Cost IF the new law enforcement contract continues to have an annual increase of 4%.

2017	\$430,935
2018	\$448,172
2019	\$466,099
2020	\$484,743
2021	\$504,133