


AGENDA
OMAK CITY COUNCIL MEETING
Zoom Meeting
Monday, October 4, 2021 – 7:00 PM

- A. **CALL TO ORDER**
- B. **FLAG SALUTE**
- C. **CITIZEN COMMENTS**
- D. **CORRESPONDENCE AND MAYOR'S REPORT**
Brandi Belgard – Main St Decorating
- E. **CONSENT AGENDA:**
 - 1. Approval of minutes from September 19, 2021
 - 2. Approval of Claims
- F. **NEW BUSINESS:**
 - 1. Ord. 1906 – 2nd Read – Amending 2021 Budget – Various Funds 
 - 2. Resolution No. 48-2021 – Mobile Radar Unit 
- G. **OTHER BUSINESS:**
 - 1. Council Committee Reports
 - 2. Staff Reports

 **Action by City Council**

In accordance with the "Stay Home, Stay Healthy" order from Governor Inslee, our Council Meeting will be conducted using a Hybrid Model incorporating Zoom Meetings (information on next page).
If you need support, contact the City Clerk in advance of the meeting by calling 509-826-1170 or e-mail clerk@omakcity.com for assistance.

The City of Omak is inviting you to a scheduled Zoom meeting
Monday, October 4, 2021 @ 7:00pm

Join Zoom Meeting

<https://us02web.zoom.us/j/81800499837?pwd=bjZWcEdTdTV4NkZrU2hHVy9DV1ROdz09>

Meeting ID: 818 0049 9837

Passcode: 427377

One tap mobile

+12532158782,,81800499837#,,,,*427377# US (Tacoma)

+16699006833,,81800499837#,,,,*427377# US (San Jose)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

Meeting ID: 818 0049 9837

Passcode: 427377

Find your local number: <https://us02web.zoom.us/j/kj8KD7X65>

MEMORANDUM

To: Omak City Council
Cindy Gagnè, Mayor

From: Todd McDaniel

Date: September 20, 2021

Subject: Ordinance 1906 Amending Budget- Various funds

The Attached Ordinance 1906- Amending the 2021 Budget for the City of Omak Recognizing additional revenue and modifying appropriations in various funds, is forwarded for your consideration.

The purpose of this amendment is to document the changes that we have previously discussed and ensure that we are within our lawful appropriations by the end of the year. Initially I thought we would not need to amend the budget. Allocations at the fund level would suffice. Now there is enough movement in the funds that it is making it difficult to track and appropriations at the fund levels are needed.

Current Expense recognizes some of the new revenues Chief Christensen has found. Reduces the revenue anticipated for the fire truck. Increases retail sales tax. Decreases expenditure in Booking Fees and increase expenditure for Police department Equipment. Reduces EFB to \$1,004,949.

Street Fund has had some overruns on repairs and maintenance. The largest being, pre level for the chipseal project. TIB is increasing the grant to cover material overruns on this project. Public works will also forego the crack seal maintenance. This amendment recognizes the additional revenues and changes to expenditure and reduce EFB to \$136,023.

Hotel Motel Committee and Finance Committee are discussing the purchase and installation of new arena stock chutes and additional funding for the vendor electrical upgrades. If approved the This will reduce EFB as budgeted to \$45,724.

Capital Improvement funds were designated for the Pool Study. The Cost of the study came in \$11,000 higher. Last years roof repairs seem to be holding and we are going to forego the repairs funded in the 2021 budget. This increase EFB to \$119,418.56

Airport Fund has purchased more fuel for resale than anticipated due to this year's fire activity. This amendment appropriates additional funding for fuel purchase that is offset by fuel sale revenue. EFB not changed

I approve this Ordinance and urge it Adoption

ORDINANCE No. 1906

**AN ORDINANCE AMENDING THE 2021 BUDGET FOR THE CITY OF OMAK BY
RECGONIZING ADDITONAL REVENUE AND MODIFYING APPROPRIATIONS IN
VARIOUS FUNDS**

WHEREAS, the City of Omak adopted the 2021 Budget by passage of Ordinance No. 1899 on December 7, 2020; and

WHEREAS, additional appropriations are needed for the continued maintenance and operation of city services; and

WHEAREAS, revenue and expenditure budget estimates in the second half of the year can be updated to better align with projected outcomes; and

WHEREAS, said expenditures are not one of the emergencies specifically enumerated in RCW 35A.33.080; and

WHEREAS, the City of Omak is desirous of amending its budget pursuant to RCW 35A.33.090.

THE CITY COUNCIL OF THE CITY OF OMAK DO ORDAIN AS FOLLOWS:

Section 1. Ordinance No. 1899 adopting the 2021 Budget, shall be amended to include changes to the budget as shown in Attachment "A" of this ordinance.

Section 2. This ordinance shall become effective from and after the date of its passage by Council by a vote of one more than the majority of all Councilmembers, approval by the Mayor and publication as required by law.

PASSED by the City Council of the City of Omak, this _____ day of _____, 2021.

APPROVED:

Cindy Gagne, Mayor

ATTEST:

APPROVED AS TO FORM:

Connie Thomas, City Clerk

Michael Howe, City Attorney

Filed with City Clerk: _____
Passed by City Council:
1ST Reading _____
2nd Reading _____
Date Published: _____
Date Effective: _____

On the _____ day of _____, 2021, the City Council of the City of Omak passed Ordinance No. 1906.

DATED this _____ day of _____, 2021.

Connie Thomas, City Clerk

2021 BUDGET AMENDMENT ORDINANCE NO. 1906 ATTACHMENT 'A'

Section 1

Revised Description	2021 Budget	Revenue	Expenditure	Budget
<u>Current Expense Fund #001</u>				
Retail Sales Tax 001-313-11-00-00	\$1,900,000.00	\$300,000.00		\$2,200,000.00
Criminal Justice Training Comm. 001-334-01-10-00	\$0.00	\$ 2,752.40		\$ 2,752.40
One-time Allocation LE & CJ asst. 001-335-04-01-00	\$0.00	\$ 19,648.00		\$ 19,648.00
Private Donation 001-367-11-00-00	\$0.00	\$ 4,000.00		\$ 4,000.00
WA Traffic Safety 001-334-03-50-03	\$0.00	\$ 1,240.12		\$ 1,240.12
Fire Truck Grant 001-334-04-21-10	\$500,000.00	(\$ 500,00.00)		\$ 0.00
Ending Fund Balance 001.508.80.00.00	\$1,189,808.87		(\$184,859.48)	\$1,004,949.39
Total Fund Balance \$1,006,174.39	\$1,191,033.87		(\$184,859.48)	
Salaries & Wages Office Staff 001-521-15-11-00	\$ 85,256.00		\$ 25,000.00	\$ 110,256.00
Small Tools & Equipment 001-521-20-35-00	\$ 22,250.00		\$ 25,000.00	\$ 47,500.00
Repairs and Maintenance 001-521-20-48-00	\$ 8,000.00		\$ 7,500.00	\$ 15,500.00
Jail Booking Fees 001-523-60-41.00	\$ 360,000.00		(\$ 105,000.00)	\$ 255,000.00
Police Dept. Vehicles 001-594-21-64-10	\$ 15,000.00		\$ 60,000.00	\$ 75,000.00
Total Expenditures	\$4,967,350.72		\$ 12,500.00	\$4,979,850.72
Current Expense Fund Total	\$6,158,384.59		(\$172,359.48)	\$5,986,025.11

Current Expense Fund: This amendment recognizes a reduction of \$172,359.48 in revenues, appropriates an additional \$12,500.00 of expenditure and reduces the Ending Fund Balance by \$184,859.48

Section 2

Revised Description	2021 Budget	Revenue	Expenditure	Budget
<u>Street Fund #102</u>				
TIB 2019 Chipseal 102-334-03-83-71	\$124,833.00	\$11,190.00		\$136,023.00
Ending Fund balance 102-508-51.00.00	\$108,510.66		(\$10,810.00)	\$97,700.66
Operating Supplies 102-542-30-31-00	\$15,000.00		\$15,000.00	\$30,000.00
Repairs and Maintenance 102-542-30-48-00	\$1,705.34		\$9,500.00	\$11,205.34
Crack Seal/Slurry 102-542-31-31-00	\$5,000.00		(\$5,000.00)	\$0.00
Equipment Rental Crack Seal 102-542-31-45-00	\$3,500.00		(\$3,500.00)	\$0.00
Operating Supplies 102-542-64-31-00	\$9,136.38		\$ 6,000.00	\$15,136.48
Total expenditure	\$1,575,835.69		\$22,000.00	\$1,597,835.69
Total Street Fund	\$1,684,346.35		\$11,190.00	\$1,695,536.35

Street Fund: This amendment recognizes an increase of \$11,190.00 in revenue and appropriates and additional \$22,000.00 in expenditure. Ending Fund Balance is reduced by \$10,810.00.

Section 3

Revised Description	2021 Budget	Revenue	Expenditure	Budget
<u>Hotel Motel Fund #105</u>				
Ending Fund Balance 105-508-31-00-00	\$135,724.97		(\$90,000.00)	\$45,724.97
Electrical Imprv. Stampede Vendors 105-557-30-40-45	\$20,000.00		\$10,000.00	\$30,000.00

Stampede Arena Chutes 105-557-30-40-46	\$0.00	\$80,000.00	\$80,000.00
Total expenditure	\$213,640.00	\$90,000.00	303,640.00
Total Fund	\$349,364.97		\$349,364.97

Hotel Motel Fund: This amendment appropriates an additional \$90,000.00 for expenditure and reduces Ending Fund Balance by a like amount.

Section 4

Revised Description	2021 Budget	Revenue	Expenditure	Budget
<u>Capital Improvement Fund #301</u>				
Ending Fund balance 301-508-31-00-00	\$68,941.56		\$50,477.00	\$119,418.56
Pool Feasibility Study 301-559-30-64-10	\$30,000.00		\$11,000.00	\$41,000.00
City Hall Roof Repair 301-594-18-64-50	\$61,477.00		(\$61,477.00)	\$0.00
Total Expenditure	\$190,418.56		(\$50,477.00)	\$139,941.56
Total Fund	\$259,360.12			\$259,360.12

Capital Improvement Fund: This amendment reduces expenditure by \$50,477.00 and increases ending Fund Balance by a like amount.

Section 5

Revised Description	2021 Budget	Revenue	Expenditure	Budget
<u>Airport Fund #406</u>				
Airport Fuel sales	\$260,000.00	\$190,000.00		\$450,000.00
Ending Fund Balance 406-508-51-00-00	\$236,547.63			\$236,547.63
Fuel Purchased for Resale 406-546-80-34-00	\$260,000.00		\$190,000.00	\$450,000.00
Total Expenditure	\$373,584.22		\$190,000.00	\$563,584.22
Total Fund	\$610,131.85		\$190,000.00	\$800,131.85

Airport fund: This amendment \$ 190,000.00 in additional revenues and appropriates an additional \$190,000.00 for fuel purchase and resale. Ending Fund Balance is unchanged.



Omak Police Department

8 N. Ash, P.O. Box 569, Omak, WA 98841 • (509) 826-0383 • FAX 826-0116

DANIEL J. CHRISTENSEN
Chief of Police

Memorandum

Date: October 4th, 2021

To: Omak City Council, Omak Mayor Gagné

From: Chief Daniel Christensen

Subject: Resolution Number 48-2021

I was informed by Public Works Director Ken Mears that a radar trailer for public safety had been budgeted for 2021. The amount budgeted was \$9,000.00 for this effort. I phoned and emailed several vendors and had responses from Kustom Radar and MPH Industries. I was informed MPH Industries builds the radar trailers for Kustom Radar. A Street Scout 12-inch speed display trailer including a second battery, solar panel kit, sign assembly for displaying posted speed, the Speedway Traffic Data collector, and blue tooth connection was the best fit at \$6,140.00 on state contract not including tax. The radar trailer will be used to collect traffic history data as well as deterrence for excessive speed. The acquisition of this unit will continue with the City of Omak's use of radar signs for the same efforts. The trailer allows these efforts to be portable in areas that do not have the radar signs installed.

The acquisition of this equipment will provide for the intent and direction given to me by the council and public works.

The total cost with tax is \$6,655.76

RESOLUTION NO. 48-2021

**A RESOLUTION OF THE OMAK CITY COUNCIL APPROVING THE PURCHASE
WITH MPH INDUSTRIES FOR MOBILE RADAR UNIT**

WHEREAS, the Police Chief has worked with Council and Public Works for traffic safety, and

WHEREAS, there is an interest in purchasing and utilizing a traffic monitoring radar trailer, and

WHEREAS, the acquisition of a radar trailer will allow traffic studies and deterrence to provide statistical data for the police and public works, and

WHEREAS, a Street Scout 12 trailer with solar panel, extra battery, and Speedview Traffic data collection fits the requirements, and

WHEREAS, the equipment is available through the State Purchasing Cooperative from MPH Industries, a bona fide State Purchasing vendor, for \$6,655.76; and

WHEREAS, the Purchasing Policy and Procedures Manual provide for purchasing this equipment through an approved purchasing cooperative alternative to the competitive process.

NOW, THEREFORE, BE IT RESOLVED BY THE OMAK CITY COUNCIL, that the purchase of a Mobile Radar Unit, a copy of the quote is attached as Exhibit "A" is hereby approved. The Mayor is authorized and directed to execute all necessary contract documents.

DATED this _____ day of _____, 2021.

APPROVED:

Cindy Gagné, Mayor

ATTEST:

APPROVED AS TO FORM:

Connie Thomas, City Clerk

Michael D. Howe, City Attorney

MPH Industries, Inc.
 316 East 9th Street
 Owensboro KY 42303
 Phone: 888-689-9222
 Fax: 270-685-6288

Date: 8/24/2021
 Expires: 10/23/2021
 Reference:
 Terms: NET 30 DAYS

EXHIBIT A



Sales Person: Toni Thompson
 Phone: 888-689-9222
 Fax: 270-685-6288
 Email: tctompson@mphindustries.com

QUOTE: 29943

Quote To: Omak Police Dept 8 N. Ash Street Omak WA 98841 USA Phone: 509-826-0383 Fax: 509-826-0116 Email: Customer #: 988413	Ship To: Omak Police Dept 8 N. Ash Street Omak, WA 98841 USA Phone #: 509-826-0383 Fax: 509-826-0116 Email: Ship Via: Best Way GND
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Chief Dan Christensen (509)826-0383 chief.christensen@omakpd.com ** Delivery truck w/liftgate**

USD

Line	Part	Description	Rev
1	SCOUT-BAS	Street Scout trailer with two 12in-digit speed display and Slow Down message,tuning fork	-

Sales Kit

3yr warranty on all electronics and radar equipment / 1yr on trailer body

Kit Components			
Kit Seq.	Part Number	Description	Qty Per
1.001	903389	FORK,TUNING,35MPH K	1 EA
1.002	991207	TRAILER ASSY,STREET	1 EA
1.003	910854	PALLET,SHIPPING,STRE	1 EA
1.004	990856A	DISPLAY ASSY,12"	1 EA
1.005	910828	RADAR,DRU3 W/CABLE	1 EA
1.006	910961	CHGR,BATT,12V,35A,3	1 EA
1.007	910922	SUPPORT,TRAILER,SHIP	1 EA
		Quantity	Unit Price
		1 EA	5,100.00
		Ext Price:	5,100.00

Line	Part	Description	Rev
9	951720	BATTERY ASSY,GROUP 24	ND

Included: Trailer comes with 1 Battery

Quantity 1 EA Unit Price Ext Price:

Line	Part	Description	Rev
10	951720	BATTERY,EXTRA,ASSY,GP 24	ND
		Quantity	Unit Price
		1 EA	193.00
		Ext Price:	193.00

Line	Part	Description	Rev
11	951719	KIT,SOLAR,50WATT	ND
		Quantity	Unit Price
		1 EA	270.00
		Ext Price:	270.00

Line	Part	Description	Rev
12	951716	SIGN ASSY,18X24 SPD LMT,CHGBLE	ND
		Quantity	Unit Price
		1 EA	
		Ext Price:	

Line	Part	Description	Rev
14	951770	SPEEDVIEW,TRAF,DATA,COLL	-
		Quantity	Unit Price
		1 EA	577.00
		Ext Price:	577.00

Line	Part	Description	Rev
15	951783G01	BLUETOOTH ASSY, DISPLAY	ND
		Quantity	Unit Price
		1 EA	
		Ext Price:	

Line	Part	Description	Rev
16	550004	\$0 Shipping per contract	

MPH Industries, Inc.
316 East 9th Street
Owensboro KY 42303
Phone: 888-689-9222
Fax: 270-685-6288

Date: 8/24/2021
Expires: 10/23/2021
Reference:
Terms: NET 30 DAYS



Sales Person: Toni Thompson
Phone: 888-689-9222
Fax: 270-685-6288
Email: tcthompson@mphindustries.com

QUOTE: 29943

Quantity	1 EA	Unit Price	Ext Price:
			Total: 6,140.00

Plus shipping and any applicable taxes

8.4% TAX \$515.78
\$6,655.78

Thank you for an opportunity to quote.