

---

**AGENDA**  
**OMAK CITY COUNCIL MEETING**  
**Monday, 17, 2023 – 7:00 PM**

---

**A. CALL TO ORDER**

**B. FLAG SALUTE**

**C. CITIZEN COMMENTS**

**D. CORRESPONDENCE AND MAYOR'S REPORT**

**E. CONSENT AGENDA**

1. Approval of Minutes from July 3, 2023
2. Approval of 2023 Claims and June '23 Manual Checks

**F. NEW BUSINESS**

1. Res. 63-2023 – Approve Change Order No. 3 – Engh Rd-SR 215/US 97 Project
2. Res. 64-2023 – Submit a 0.1% Sales Tax Increase to the Voters
3. Ord. 1926 – 1<sup>ST</sup> Read - Approve Budget Amendment – Various Funds

**G. OTHER BUSINESS**

1. Council Committee Reports
2. Staff Reports



**Action by City Council**

---

Our Council Meetings are conducted in person in addition to Zoom Meetings. Meeting information is located on our website at [omakcity.com](http://omakcity.com). If you need support or accommodations, contact the City Clerk in advance by phone at 509-826-1170 or by e-mail [clerk@omakcity.com](mailto:clerk@omakcity.com) for assistance.

---

# MEMORANDUM

To: Cindy Gagné, Mayor

From: Wayne Beetchenow, Public Works Director

Date: July 17, 2023

Subject: **Resolution No. 63-2023** Approving change order No. 3 for the Engh Road-SR 215/US 97 Intersection Improvement Project G&O #15063

---

The Attached Resolution: **A RESOLUTION OF THE OMAK CITY COUNCIL APPROVING AWARD OF THE CONTRACT FOR ENGH ROAD- SR215/US 97 INTERSECTION IMPROVMENT PROJECT G&O #15063** is forwarded for your consideration.

The work listed below for change order No. 3 was originally paid through minor changes in the contract. WSDOT recommended we show the work as a change order to the project.

The relocation of an existing luminaire at STA 19+54, 46.5' LT, removal of existing luminaire foundation and associated CDF, adjusting/relocating the existing irrigation system at McDonald's and providing traffic control to allow City crews to locate an existing water main are items of work required for the installation of the proposed roadway improvements part of the Engh Road - SR215/US97 Intersection Improvements project.

The public works department, engineers and the contractor have discussed and agreed on the amount of the change order.

We are requesting approval of this resolution.

**RESOLUTION NO. 63-2023**

**A RESOLUTION OF THE OMAK CITY COUNCIL APPROVING CHANGE ORDER NO. 3 TO THE CONTRACT BETWEEN J.M. PACIFIC CONSTRUCTION, INC AND THE CITY OF OMAK FOR ENGH ROAD-SR 215/US 97 INTERSECTION IMPROVEMENTS PROJECT G&O #15063**

**WHEREAS**, the City of Omak awarded the contract for the Engh Road-SR 215/US 97 Intersection Improvement Project G&O #15063 to J.M. Pacific Construction, Inc. by passing Resolution 39-2022; and

**WHEREAS**, there were conditions during construction requiring changes to the contract; and

**WHEREAS**, representatives of the City of Omak, J.M. Pacific Construction, Inc. and the City's consultants, Gray & Osborne, Inc., have negotiated this Change Order to resolve the issues encountered reasonably.

**NOW, THEREFORE, BE IT RESOLVED** by the Omak City Council, that Change Order No.3 to the contract for Engh Road-SR 215/US 97 Intersection Improvement Project, a copy of which is attached hereto as Exhibit "A", is now approved and the Mayor is authorized to execute said Change Order for and on behalf of the City.

**PASSED BY THE CITY COUNCIL** this \_\_\_\_ day of \_\_\_\_\_, 2023.

**APPROVED:**

\_\_\_\_\_  
Cindy Gagné, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Connie Thomas, City Clerk

\_\_\_\_\_  
Michael D. Howe, City Attorney



Contract Number TA-5536	Contract Title Engh Road-SR 215/US 97 Intersection Improvements Project	Federal Aid Number Z924(003)
Change Order Number 3	Change Description Irrigation	Date 11/23/2022
Prime Contractor / Design-Builder J.M. Pacific Construction, Inc.		

Ordered by Engineer under the terms of Section 1-04.4 of the Standard Specifications

Change proposed by Contractor / Design-Builder

**Change Description**


1. Furnish and install irrigation piping, sprinklers, valves and appurtenances necessary to relocate the existing McDonald's irrigation system. Contractor shall install and test the irrigation system.
2. Relocate McDonald's luminaire at STA 19+54, 46.5' LT
3. Provide traffic control to allow City crews to excavate and locate existing water main at the proposed crossing of the traffic signal conduit at approximately STA 17+27. The Contractor shall also backfill and compact the excavated materials.
4. Additional cost to remove existing luminaire foundation and associated CDF at STA 18+32, 61.7' LT

The cost for this additional work was determined by a lump sum price negotiation between the Contractor and Contracting Agency for the work described above. No specific unit of measurement will apply to this lump sum work. The lump sum payment of \$22,463.06 shall be full pay for all labor, equipment, materials, traffic control and markups associated with the work described as part of this change order.

1 additional working day will be added as a result of this change order.

Verbal Approval Given By Michael Meskimen, P.E.	Verbal Approval Date 11/23/2022	Working Days +/- 1
--	------------------------------------	-----------------------

Original Contract Amount \$727,680.00	Current Contract Amount \$729,824.80	Est. Net Change This C.O. \$22,463.06	Est. Contract Amount \$752,287.86
--	---	--	--------------------------------------

Approval Recommended  Project Engineer	Approved	Approved
May 31, 2023 Date		Approving Authority per C.A. Agreement
		Date
Approval Recommended 		Other Approval As Required
By Prime Contractor		Signature
6/23/2023 Date		Date
		Representing

Contract Number

TA-5536

Contract Title

Engl Road-SR 215/US 97 Intersection Improvements Projec

Change Order Number

3

Change Description Cont.

## MEMORANDUM

To: Omak City Council  
Cindy Gagné, Mayor

From: Todd McDaniel  
City Administrator

Date: July 17, 2023

Subject: Resolution 64-2023 - Submit a 0.1% sales tax increase to the Voters

---

The attached **Resolution No. 64-2023, Providing for the Submission to the Qualified Electors of the City at the General Election to be Held within the City on the November 7, 2023, a Ballot Proposition increasing the Sales Tax by One-Tenth of one percent, in the Which One-Third of the Money Received Must Solely Be Used for Criminal Justice Purposes, or Fire Protection, or Both as provided in RCW 82.14.450(5)**, is forwarded for your consideration.

This resolution allows for the proposed 1/10<sup>th</sup> increase to the sales tax to move on to the vote of the people in the November 2023 primary election. The revenues from this measure are shared with Okanogan County. I estimate the city's portion to be \$228,000 per year.

The additional revenue source would be used to fund additional staffing and efficiencies in the Police and Fire Departments.

This measure is required to be submitted to the County Auditor no later than August 1, 2023, for inclusion in the 2023 Primary Election. I am still working on populating For/Against committees for participation in the Voters Pamphlet.

I support this Resolution and Urge its Adoption.

**RESOLUTION NO. 64-2023**

**A RESOLUTION OF THE CITY OF OMAK, WASHINGTON, PROVIDING FOR THE SUBMISSION TO THE QUALIFIED ELECTORS OF THE CITY AT THE GENERAL ELECTION TO BE HELD WITHIN THE CITY ON NOVEMBER 7, 2023, A BALLOT PROPOSITION INCREASING THE SALES AND USE TAX BY ONE-TENTH OF ONE PERCENT, IN WHICH ONE-THIRD OF THE MONEY RECEIVED MUST SOLELY BE USED FOR CRIMINAL JUSTICE PURPOSES OR FIRE PROTECTION OR BOTH AS PROVIDED IN RCW 82.14.450(5)**

**WHEREAS**, the Washington state legislature has enacted RCW 82.14.450 for the purposes of allowing local governments to raise revenue, of which one-third (1/3) of any tax revenue received must be used solely for criminal justice purposes, fire protection purposes, or both; and

**WHEREAS**, the City Council of the City of Omak, Washington, has determined that it is in the best interest of the City residents and the public at large to propose in the upcoming general election on November 7, 2023, a ballot proposition increasing the sales and use tax in the amount of one-tenth of one percent (0.1%) of the selling price in the case of sales tax, or value of the article used in the case of use tax. The City Council further finds that the imposition of such increase in the sales and use tax will benefit City residents and the general public by providing additional funding for the enhanced delivery of law enforcement service, fire protection services, or both which would positively impact the safety and security of all citizens, City residents and the general public.

**NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Omak, Washington as follows:**

**Section 1.** In accordance with the above recitals, the City Council has found it in the best interest of the City residents and the general public to propose on the upcoming general election on November 7, 2023, a ballot proposition increasing the sales and use tax by 0.1%, from 8.4% to 8.5%, on the selling price in the case of sales tax, or value of the article used in the case of use tax.

**Section 2.** The proposition to be submitted to the City voters will be that one-third (1/3) of the funds received will be used for criminal justice purposes or fire protection purposes, or both, and to maintain funds sufficient to assure the continuation of such services, and the increase in the sales and use tax to be effective April 1, 2024.

**Section 3.** It shall be submitted to the qualified voters of the City for their approval or rejection, at the general election on November 7, 2023, the question of whether or not such sales and use tax shall be increased.

**Section 4.** The County Auditor of Okanogan County is hereby instructed to place on the ballot the following proposition:

City of Omak  
Proposition 1  
Sales and Use Tax Levy within the City of Omak

Shall the City of Omak be allowed to impose an increase in sales and use tax in the amount of 0.1% as provided by the Public Safety Sales Tax law on the selling price in the case of sales tax, or the value of the article used in the case of use tax, and such revenue to be used by the City at least one-third (1/3) for criminal justice purposes or fire protection purposes, or both, as required by law to be effective as of April 1, 2024

**Section 5.** If the above proposition passes by the margins and in the manner provided for in RCW 35A.29.151, the City shall initiate the increase in sales and use tax effective April 1, 2024.

**Section 6.** This Resolution shall be in effect on the date it is passed by the City Council, approved by the Mayor and attested by the City Clerk in authentication of such passage.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF OMAK, WASHINGTON this \_\_\_\_ day of \_\_\_\_\_, 2023.**

**APPROVED:**

\_\_\_\_\_  
**Cindy Gagné, Mayor**

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Connie Thomas, City Clerk**

\_\_\_\_\_  
**Michael D. Howe, City Attorney**



## Explanatory Statement

The Public Safety Tax ballot measure would impose a one-tenth of one percent (0.1%) increase to the Sales and Use tax, on purchases made within the Omak Incorporated City limits. Current Sales tax rates would increase from 8.4% to 8.5%. Not less than one-third of the revenue, received under this measure, shall be used for criminal justice purposes, fire protection, or both.



# Mandatory Resolution Cover Sheet

It is the submitter's responsibility to ensure that the documentation is presented no later than 4:30 pm on the resolution deadline date. Contact person or persons shall have the authority and be available to answer questions. Call (509)422-7240 with questions about a resolution or completing this form. Please complete entire form.

## Election Information

Election Date: November 7, 2023

Type of Measure: Public Savety tax Levy, RCW 82.14.455  
 (Levy, Bond, Levy Lid Lift, etc)

Pass/Fail Requirements: Simple Majority  
 (Simple Majority, 60% plus minimum turnout, etc)

## District Information

District Name: City of Omak

District Address: 2 North Ash Street, Omak, Wa 98841

Contact Person 1	Contact Person 2
Todd McDaniel, City Administrator	Connie Thomas, City Clerk
Name & Title	Name & Title
<u>admin@omakcity.com, 509-826-1170</u>	<u>clerk@omakcity.com, 509-826-1170</u>
phone & email	phone & email

## Attorney Information

Michael Howe  
 Name  
mhowe@ncidata.com, 509-826-0532  
 phone & email

Was the ballot resolution prepared by your Attorney?

Yes  No

## Have you:

Attached a signed Copy of the resolution?  Yes  No

Attached the Explanatory Statement (not to exceed 200 words) for the Local Voters' Pamphlet, prepared by your attorney?  Yes  No

Attached the Pro/Con Committee Appointment Form?  Yes  No

Sent electronic copies of all the attached documents to the Auditors office? (Cover Sheet & Pro/Con Committee Appointment Form (PDF) --- Resolution & Explanatory Statement (Word))  Yes  No

## Auditors Office Use

Time: \_\_\_\_\_

Date Stamp

Recieved by: \_\_\_\_\_, \_\_\_\_\_  
 Name Title



# Okanogan County Auditor's Office Elections



## 2023 Jurisdiction Resolution Checklist

Election	Resolution Deadline	Statement Deadline (14 days after Resolution Deadline)*	Rebuttal Deadline (3 business days after Statement Deadline)*
February Special (2/14/2023)	December 16, 2022	December 30th, 2022	January 4th, 2023
April Special (4/25/2023)	February 24th, 2023	March 10th, 2022	March 15th, 2022
August Primary (8/2/2023)	May 12th, 2023	May 26th, 2023	June 1st, 2023
November General (11/8/2023)	August 1st, 2023	August 15th, 2023	August 18th, 2023

\*If a deadline falls on a recognized Federal/State Holiday, the deadline shall be the next business day.

### Required Forms Due By Resolution Deadline

- 1. Ballot Measure Cover Sheet
- 2. Resolution
- 3. Explanatory Statement
- 4. For/Against Committee Appointment Form

### Statement Deadline - 14 days after Resolution Deadline

- 1. For/Against Statements Submittal

### Rebuttal Deadline - 3 days after Statement Deadline

- 1. Rebutal Statements Submittal

In 2020, the Washington State legislature passed a bill requiring all county auditors to produce a local voters' pamphlet for any primary, general, or special election, effective July 1st, 2021. Due to this change, we are tasked to implement new requirements that a local jurisdiction must follow while submitting a resolution.

For a measure to appear on the ballot, a local jurisdiction must submit the items listed in the Jurisdiction Checklist to the Okanogan County Auditor's Office Elections department by the dates required.

Please submit required Resolution documentation to the Auditor's Office in hard copy and electronic formats.

## Important 2023 Election District Resolution Dates


Election	Resolution Deadline	Statement Deadline (14 days after Resolution Deadline)*	Rebuttal Deadline (3 business days after Statement Deadline)*
February Special (2/14/2023)	December 16, 2022	December 30th, 2022	January 4th, 2023
April Special (4/25/2023)	February 24th, 2023	March 10th, 2022	March 15th, 2022
August Primary (8/2/2023)	May 12th, 2023	May 26th, 2023	June 1st, 2023
November General (11/8/2023)	August 1st, 2023	August 15th, 2023	August 18th, 2023

\*If a deadline falls on a recognized Federal/State Holiday, the deadline shall be the next business day.

## Resolution Deadline

### 1. Ballot Measure Cover Sheet

- Cover Sheet shall be submitted in hard copy as well as electronically (PDF format preferred).

Mandatory Resolution Cover Sheet	
 <p>It is the submitter's responsibility to ensure that the documentation is presented no later than 4:30 pm on the resolution deadline date. Contact person or persons shall have the authority and be available to answer questions. Call (509)422-7240 with questions about a resolution or completing this form. Please complete entire form.</p>	
<b>Election Information</b>	
Election Date: _____	
Type of Measure: _____ <small>(Levy, Bond, Levy Lid Lift, etc)</small>	
Pass/Fail Requirements: _____ <small>(Simple Majority, 60% plus minimum turnout, etc)</small>	
<b>District Information</b>	
District Name: _____	
District Address: _____	
<b>Contact Person 1</b>	<b>Contact Person 2</b>
Name & Title _____	Name & Title _____
phone & email _____	phone & email _____
<b>Attorney Information</b>	<b>Was the ballot resolution prepared by your Attorney?</b>
Name _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
phone & email _____	
<b>Have you:</b>	
Attached a signed Copy of the resolution?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Attached the Explanatory Statement (not to exceed 200 words) for the Local Voters' Pamphlet, prepared by your attorney?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Attached the Pro/Con Committee Appointment Form?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Sent electronic copies of all the attached documents to the Auditors office? (Cover Sheet & Pro/Con Committee Appointment Form (PDF) --- Resolution & Explanatory Statement (Word)	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Auditors Office Use</b>	
Time: _____	Date Stamp _____ Received by: _____ Title _____

### 2. Resolution

- Resolution shall be submitted in hard copy and electronically in Word document format to allow transfer to the voters' pamphlet.


### 3. Explanatory Statement -

- The statement may be no more than 200 words and must be prepared by the Attorney for the jurisdiction submitting the proposition or measure. A letter from the jurisdictions attorney confirming they prepared and approved the explanatory statement is required.
- If there is no letter from the jurisdiction's attorney or if a jurisdiction does not retain legal counsel for the review, the statement will be submitted to the Okanogan County Prosecuting Attorney's Office for review.
- Districts shall submit statements in hard copy and in Word document format to allow transfer to the voters' pamphlet.

# Resolution Deadline con't

## 4. Pro/Con Committee Appointment Form

- Cover Sheet shall be submitted in hard copy as well as electronically (PDF format preferred).
- The legislative authority shall appoint persons known to favor the measure to serve on the committee advocating approval and shall, whenever possible, appoint persons known to oppose the measure to serve on the measure advocating rejection. Each committee shall not have more than 3 members, however, a committee may seek the advice of any person or persons.
- All “for” and “against” committee appointments must be submitted at the same time measures and resolutions are submitted to the Okanogan County Auditor’s Office.
- If the legislative authority of a unit of local government fails to make such appointments by the prescribed deadline, the County Auditor shall whenever possible make the appointments. Any appointment made by the County Auditor will be of a registered voter of Okanogan County or a registered voter of the jurisdiction whom filed the resolution when such jurisdiction is a joint district with an adjacent county. If the legislative authority of a unit of local government fails to make such appointments by the prescribed deadline, The County Auditor will put out a Press Release on the Auditor’s website posting a request for volunteers to be appointed for any vacant committees. Applicants will have until 4:30 pm on the 5th business day following the jurisdictions resolution submittal to request appointment to a vacant “for” and “against” committee. For jurisdictions where committee members were not obtained, the pamphlet will contain a statement that no one came forward to prepare a statement and it will provide information on how to get involved in future committees.
- Each committee shall identify a chair who will serve as the primary contact for the Okanogan County Auditor’s Office.

Committee Member Appointment Form			
Name of Jurisdiction: _____			
Jurisdiction Contact Name: _____			
Email: _____ Phone: _____			
<b>Jurisdiction's Responsibilities:</b> 1. Email completed form to Elections@co.okanogan.wa.us with your completed Resolution Packet. 2. Provide committee members with statement submission requirements and deadlines (See <b>Jurisdiction Manual online at <a href="https://www.okanogancounty.org/government/auditor/elections">https://www.okanogancounty.org/government/auditor/elections</a></b> ). Committees are solely responsible for submitting voters' pamphlet statements to the Elections Department in accordance with the specified time line for that election.  Questions? Okanogan County Elections Department: 509-422-7240 or Elections@co.okanogan.wa.us Note: Committee Members must be a Registered Voter of Okanogan County or a Registered Voter of the Jurisdiction submitting the Resolution is a joint district with an adjacent county.			
<b>For Committee</b>		<b>Against Committee</b>	
3 Committee Member Max			
<b>Committee Spokesperson</b>		<b>Committee Spokesperson</b>	
Name* _____		Name* _____	
<small>One form of committee contact is required below for print in the local voters' pamphlet.</small>		<small>One form of committee contact is required below for print in the local voters' pamphlet.</small>	
<b>Email (required):</b> Publish in Voters Pamphlet? Check if Yes <input type="checkbox"/>		<b>Email (required):</b> Publish in Voters Pamphlet? Check if Yes <input type="checkbox"/>	
<b>Phone (optional):</b> Publish in Voters Pamphlet? Check if Yes <input type="checkbox"/>		<b>Phone (optional):</b> Publish in Voters Pamphlet? Check if Yes <input type="checkbox"/>	
Website (Published in Voters Pamphlet) _____		Website (Published in Voters Pamphlet) _____	
Committee Name (Published in Voters Pamphlet) _____		Committee Name (Published in Voters Pamphlet) _____	
<b>2nd Committee Member</b>		<b>2nd Committee Member</b>	
Name: _____		Name: _____	
Email (optional) _____		Email (optional) _____	
<b>2nd Committee Member</b>		<b>2nd Committee Member</b>	
Name: _____		Name: _____	
Email (optional) _____		Email (optional) _____	
<input type="checkbox"/> If jurisdiction is not appointing a "For" committee, check box to confirm.		<input type="checkbox"/> If jurisdiction is not appointing an "Against" committee, check box to confirm.	
<small>*Committee Spokesperson is required to provide name and email for correspondence with Voters' Pamphlet Coordinator</small>			

## Statement Deadline (14 days after the Resolution Deadline)

- Each “for” or “against” committee shall submit to the Okanogan County Auditor’s Office a statement, supporting or opposing the resolution, no later than 14 days after the Resolution deadline.
- The statement may be no more than 150 words and be prepared by the committee.
  - Statements must be signed or otherwise approved by the members of the committee.
  - If no statement is submitted by a committee, the voters’ pamphlet shall state the “No Information was submitted.”
  - Once submitted, statements cannot be changed or withdrawn.
  - Committees shall submit statements in Word document format to allow transfer to the voters’ pamphlet.
- Once statements have been received from both committees, the Auditor’s Office shall disseminate to the opposing committee the statement submitted.

If a committee fails to submit a statement by the deadline, the committee forfeits the right to submit a rebuttal statement to the opposing committees statement.

## Rebuttal Deadline (3 days after the Statement Deadline)

Each “for” or “against” committee is allowed to submit to the Okanogan County Auditors’ Office a rebuttal statement, rebutting the opposing committees arguments, no later than 3 days after the Statement deadline.

- The rebuttal statement may be no more than 75 words and be prepared by the committee.
- Statements must be agreed to by the members of the committee.
- If no rebuttal statement is submitted by a committee, the voters’ pamphlet shall state that “No Information was submitted.”
- If a committee failed to submit a statement by the deadline, the committee forfeited the right to submit a rebuttal statement to the opposing committees statement.
- Once submitted, rebuttal statements cannot be changed or withdrawn.
- Committees shall submit rebuttal statements in Word document format to allow transfer to the voters’ pamphlet.

---

**Information included in this guide may not be comprehensive in all aspects of each component of the above requirements. Districts are highly encouraged to reference the Okanogan County Local Voter’ Pamphlet Administrative Rules for all rules and regulations which may govern parts of the above process.**

**The Okanogan County Auditor’s Office reserves the right to update or change the above guide to reflect the rules and regulations in the Okanogan County Local Voter’ Pamphlet Administrative Rules at any time.**



## Okanogan County Auditor’s Office - Elections

Hours: Monday - Friday, 8:00 am - 4:30 pm

Address: 149 3rd Ave N, Room 104, County Courthouse, Okanogan, WA

Phone: 509-422-7240

Fax: 509-422-7163

Email: [elections@co.okanogan.wa.us](mailto:elections@co.okanogan.wa.us)

Web: [www.okanogancounty.org/government/auditor/elections](http://www.okanogancounty.org/government/auditor/elections)



## MEMORANDUM

To: Omak City Council  
Cindy Gagné, Mayor

From: Todd McDaniel

Date: July 17, 2023 (1<sup>st</sup> Read)  
August 7, 2023 (2<sup>nd</sup> Read)

Subject: Ordinance 1926 Amending Budget- Various Funds

---

The Attached Ordinance 1926- Amending the 2023 Budget for the City of Omak Recognizing Various Funds, is forwarded for your consideration.

This year's budget continues to be a challenge. We have many unanticipated transactions that we have or will incur during the 2023 budget year. Most of the expenditures are related to unanticipated or delayed 2022 projects that have offsetting grant revenues. The DNR was success full in obtaining the 1.5 million for the Airport reservoir. This funding greatly improves both the Current Expense and the Water Fund.

This amendment has been through committee for review. These are the Highlights of the changes:

- **Current Expense-** Recognizes Actual Beginning Balance; Emergency insurance income and expense for 2022 winter storm; cancels out expenditure for Airport Reservoir; increase expenditure for cameras and Inmate Medical.
- **Street Fund-** Recognizes shortfall in Actual Beginning Fund Balance; cleans up Project revenues and expenditures for unfunded grant projects and delayed projects. Adds the TIB Crack seal project.
- **Water fund-** increases revenue for the approved funding from DNR for the Airport reservoir; corrects account numbering.
- **Sewer Fund-** Recognizes Actual Beginning Fund Balance, adjusts for delays in the 2022 Sewer water/project, includes additional funding for Clarifier project.
- **Airport Fund-** Recognizes shortfall in beginning fund balance; addition of FAA Covid Grant revenues. Includes revenue and expenditures for FAA Airport Layout and Taxiway design projects.
- **Equipment Rental Fund-** Recognizes a higher Actual Beginning Fund balance, Increase expenditure for unanticipated vehicle repairs.
- **Equipment Rental Replacement-** cancels the 2023 purchase of the ¾ ton truck and equipment adds the purchase of a plow for a 2022 truck purchase.

I approve this Ordinance and Urge its adoption.

**ORDINANCE NO. 1926**

**AN ORDINANCE AMENDING THE 2023 BUDGET FOR THE CITY OF OMAK  
VARIOUS FUNDS**

**WHEREAS**, the City of Omak adopted the 2023 Budget by passage of Ordinance No. 1920 on December 5, 2022; and

**WHEREAS**, actual 2023 Beginning Fund Balances are now known, and

**WHEREAS**, additional appropriations are needed for the continued delivery of services, 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. 1920 adopting the 2023 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 \_\_\_\_\_, 2023.

**APPROVED:**

\_\_\_\_\_  
Cindy Gagne, Mayor

**ATTEST:**

\_\_\_\_\_  
Connie Thomas, City Clerk



Ordinance 1926

July 17, 2023

Page 2 of 8

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Michael Howe, City Attorney

Filed with City Clerk: \_\_\_\_\_

Passed by City Council:

1<sup>ST</sup> Reading \_\_\_\_\_

2<sup>nd</sup> Reading \_\_\_\_\_

Date Published: \_\_\_\_\_

Date Effective: \_\_\_\_\_

On the \_\_\_\_\_ day of \_\_\_\_\_, 2023, the City Council of the City of Omak passed Ordinance No. 1926.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Connie Thomas, City Clerk

Ordinance 1926

July 17, 2023

Page 3 of 8

Attachment "A"

Ordinance 1926

**Current Expense Fund #001**

Revised Description	2023 Budget	Revenue	Expenditure	Revised Budget
				\$0.00
Beginning Fund Balance				
001-308-51-00-10	\$725.00	\$0.00	\$0.00	\$725.00
001-308-51-00-20	\$500.00	\$0.00	\$0.00	\$500.00
001-308-91-00-00	\$2,766,814.75	\$423,892.42	\$0.00	\$3,190,707.17
Total	<b>\$2,768,039.75</b>	<b>\$423,892.42</b>	<b>\$0.00</b>	<b>\$3,191,932.17</b>
Insurance Recoveries				
001-395-20-00-00	\$0.00	\$238,000.00	\$0.00	\$238,000.00
Total Revenue	\$5,265,451.36	\$238,000.00	\$0.00	\$5,503,451.36
Total Fund	\$8,033,491.11	\$661,892.42	\$0.00	\$8,695,383.53
Ending Fund Balance				
001-508-51-00-10	\$725.00	\$0.00	\$0.00	\$725.00
001-508-51-00-20	\$500.00	\$0.00	\$0.00	\$500.00
001-508-91-00-00	\$1,277,465.25	\$0.00	\$1,367,892.42	\$2,645,357.67
	\$1,278,690.25	\$0.00	\$1,367,892.42	\$2,646,582.67
Repairs & Maintenance				
001-518-30-48-00	\$7,850.00	\$0.00	\$240,000.00	\$247,850.00
Inmate Medical Expenses				
001-523-60-41-20	\$26,000.00	\$0.00	\$24,000.00	\$50,000.00
Security Camera's				
001-594-21-64-21	\$0.00	\$0.00	\$30,000.00	\$30,000.00
Transfer TO Water				
001-597-20-00-00	\$1,000,000.00	\$0.00	\$ (1,000,000.00)	\$0.00
Total Expenditures	\$6,754,800.87	\$0.00	\$ (706,000.00)	\$6,048,800.87
Current Expense Fund Total	\$8,033,491.12	\$0.00	\$661,892.42	\$8,695,383.54

Ordinance 1926

July 17, 2023

Page 4 of 8

**Current Expense Fund-** This amendment recognizes an increase of \$423,892.42 in Actual Beginning Fund Balance, a \$238,000 increase in revenue, and a \$706,000 decrease in fund expenditure, resulting in a \$1,367,892.42 Increase to Ending Fund Balance.

**Street Fund #102**

Revised Description	2023 Budget	Revenue	Expenditure	Revised Budget
Beginning Fund Balance				
102-308-51-00-00	\$382,718.76	-\$36,067.09	\$0.00	\$346,651.67
Engh Road/Hwy 97 Project-STP Funds				
102-333-20-14-02	\$100,000.00	\$155,000.00	\$0.00	\$255,000.00
TIB Engh Road Match				
102-334-03-83-72	\$8,500.00	\$30,000.00	\$0.00	\$38,500.00
TIB Grant - 5th Ave, Benton to US 97-Sidewalks				
102-334-03-83-75	\$217,075.00	\$47,500.00	\$0.00	\$264,575.00
TIB Ross Canyon Sidewalks				
102-334-03-83-78	\$712,500.00	-\$712,500.00	\$0.00	\$0.00
TIB Central St. Reconstruction Ph 2				
102-334-03-83-79	\$807,500.00	-\$807,500.00	\$0.00	\$0.00
TIB Crack Seal 2023				
102-334-03-83-80	\$0.00	\$237,500.00	\$0.00	\$237,500.00
Total Revenue		-		
	\$2,773,777.00	\$1,050,000.00	\$0.00	\$1,723,777.00
Total Fund		-		
	\$3,156,495.76	\$1,086,067.09	\$0.00	\$2,070,428.67
Ending Fund Balance				
102-508-51-00-00	\$45,304.04	\$0.00	\$83,932.90	\$129,236.94
Engh Road/Hwy 97 Project Construction Costs				
102-595-30-63-14	\$100,000.00	\$0.00	\$130,000.00	\$230,000.00

Ordinance 1926

July 17, 2023

Page 5 of 8

TIB Sidewalk - 5th Ave, Benton to US 97				
102-595-30-63-40	\$230,000.00	\$0.00	\$50,000.00	\$280,000.00
TIB Ross Canyon Sidewalks				
102-595-30-63-47	\$750,000.00	\$0.00	-\$750,000.00	\$0.00
TIB Crack Seal 2023				
102-595-30-63-49	\$0.00	\$0.00	\$250,000.00	\$250,000.00
TIB Central St Reconstruction Ph 2				
102-595-30-63-48	\$850,000.00	\$0.00	-\$850,000.00	\$0.00
Total Expenditures	\$3,111,191.73	\$0.00	-\$1,170,000.00	\$1,941,191.73
Street Fund Total	\$3,156,495.77	\$0.00	-\$1,086,067.10	\$2,070,428.67

**Street Fund-** This amendment recognizes a reduction of \$36,067.09 in Actual Beginning Fund Balance, a \$1,050,000 reduction in revenue, and a \$1,170,000 reduction in expenditure, resulting in a \$83,932.90 increase to Ending Fund Balance.

**Water Fund #401**

Revised Description	2023 Budget	Revenue	Expenditure	Revised Budget
Airport Water Infr. -WA Commerce				
401-334-04-20-00	\$0.00	\$4,250,000.00	\$0.00	\$4,250,000.00
Airport Water Reservoir-WA DNR				
401-334-04-20-10	\$4,250,000.00	\$2,750,000.00	\$0.00	\$1,500,000.00
Ending Fund Balance				
401-508-51-00-00	\$314,410.16	\$0.00	\$1,500,000.00	\$1,814,410.16
Total Expenditures	\$10,074,630.28	\$0.00	\$0.00	\$10,074,630.28
Water Fund Total	\$10,398,040.44	\$1,500,000.00	\$0.00	\$11,898,040.44

**Water Fund-** This amendment recognizes a \$1,500,000 increase in revenue from the DNR for the Airport Reservoir project, increasing the Ending Fund Balance by a like amount.

**Sewer Fund #402**

Revised Description	2023 Budget	Revenue	Expenditure	Revised Budget
Beginning Fund Balance				
402-308-51-00-00	\$500,422.47	\$918,102.84	\$0.00	\$1,418,525.31
Total Revenue	\$2,952,454.00	\$0.00	\$0.00	\$2,952,454.00
Total Fund	\$3,452,876.47	\$918,102.84	\$0.00	\$4,370,979.31
Ending Fund Balance				
402-508-51-00-00	\$671,094.55	\$0.00	\$615,061.58	\$1,286,156.13
Clarifier Upgrade #1				
402-594-35-64-24	\$0.00	\$0.00	\$30,000.00	\$30,000.00
Sewer System Imprv. Hemlock St - Construction				
402-594-35-64-27	\$0.00	\$0.00	\$273,041.26	\$273,041.26
Total Expenditures	\$2,781,781.93	\$0.00	\$303,041.26	\$3,084,823.19
Sewer Expense Fund Total	\$3,452,876.48	\$0.00	\$918,102.84	\$4,370,979.32

**Sewer Fund-** This amendment recognizes an increase of \$918,102.84 in Actual Beginning Fund Balance and a \$2,73,041.26 increase in expenditure, resulting in a \$615,061.58 increase to Ending Fund Balance.

**Airport Fund #406**

Revised Description	2023 Budget	Revenue	Expenditure	Revised Budget
Beginning Fund Balance				
406-308-51-00-00	\$431,728.30	-\$44,349.75	\$0.00	\$387,378.55
FAA Coronavirus Response Grant				
406-331-20-10-21	\$0.00	\$9,000.00	\$0.00	\$9,000.00
FAA American Recovery Grant				
406-331-20-10-22	\$0.00	\$22,000.00	\$0.00	\$22,000.00

Ordinance 1926

July 17, 2023

Page 7 of 8

FAA Grant- Airport Layout Plan				
406-331-20-10-25	\$0.00	\$171,000.00	\$0.00	\$171,000.00
FAA Grant-Taxi Design 3-53-00741-12-2023				
406-331-20-10-26	\$0.00	\$116,000.00	\$0.00	\$117,000.00
Total Revenue	\$373,435.00	\$318,000.00	\$0.00	\$691,435.00
Airport Fund Total	\$805,163.30	\$273,650.25	\$0.00	\$1,078,813.55
Ending Fund Balance				
406-508-51-00-00	\$106,265.77	\$0.00	-\$45,349.75	\$60,916.02
Airport Taxiway Design 3-53-00742-15-2023				
406-594-46-63-01	\$0.00	\$0.00	\$129,000.00	\$129,000.00
Airport Layout Plan				
406-594-46-63-09	\$0.00	\$0.00	\$190,000.00	\$190,000.00
Total Expenditures	\$698,897.53	\$0.00	\$319,000.00	\$1,017,897.53
Airport Fund Total	\$805,163.30	\$0.00	\$273,650.25	\$1,078,813.55

**Airport Fund-** This amendment recognizes a \$44,349.75 decrease in Actual Beginning Fund Balance, a \$318,000 increase in revenue, and a \$319,000 increase in expenditure, resulting in a \$45,349.75 decrease to Ending Fund Balance.

**Equipment Rental Fund #501**

Revised				
Description	2023 Budget	Revenue	Expenditure	Revised Budget
Beginning Fund Balance				
501-308-51-00-00	\$8,815.61	\$60,772.82	\$0.00	\$69,588.43
Total Revenue	\$965,321.00	\$0.00	\$0.00	\$965,321.00
Equipment Rental Fund Total	\$974,136.61	\$60,772.82	\$0.00	\$1,034,909.43
Ending Fund Balance				
501-508-51-00-00	\$16,282.99	\$0.00	\$50,772.82	\$67,055.81
501-548-65-48-00				
Repairs and Maintenance	\$10,000.00	\$0.00	\$10,000.00	\$20,000.00

Total Expenditure	\$957,853.32	\$0.00	\$10,000.00	\$967,853.32
Equipment Rental Fund Total	\$974,136.31	\$0.00	\$60,772.82	\$1,034,909.13

**Equipment Rental Fund-** This amendment recognizes an increase of \$60,772.82 in Actual Beginning Fund Balance and a \$10,000 increase in expenditure, resulting in a \$50,722.82 increase to Ending Fund Balance.

**Equipment Rental Replacement Fund #508**

Revised

Description	2023 Budget	Revenue	Expenditure	Revised Budget
-------------	-------------	---------	-------------	----------------

Ending Fund Balance

508-508-51-00-00	\$215,993.33	\$0.00	\$50,000.00	\$265,993.33
------------------	--------------	--------	-------------	--------------

1 Ton Dump Truck - Cab Chassis/Dump Body

508-594-48-64-68	\$0.00	\$0.00	\$20,000.00	\$20,000.00
------------------	--------	--------	-------------	-------------

3/4 Ton Truck-Replace #284

508-594-48-64-74	\$70,000.00	\$0.00	-\$70,000.00	\$0.00
------------------	-------------	--------	--------------	--------

Total Expenditures	\$1,234,180.00	\$0.00	-\$50,000.00	\$1,184,180.00
Equipment Rental Replacement Fund Total	\$1,450,173.33	\$0.00	\$0.00	\$1,450,173.33

**Equipment Rental Replacement Fund-** This amendment recognizes a \$50,000 decrease in expenditure, increasing Ending Fund by a like amount.