
**OMAK CITY COUNCIL
BUDGET WORKSHOP MINUTES
November 13, 2023 – 6:00 PM**

CALL TO ORDER:

Mayor Gagné called the regular meeting of the Omak City Council Budget Workshop for the 2024 Budget to order at 6:02 PM, established a quorum and all joined in the flag salute.

COUNCIL AND ADMINISTRATIVE PERSONNEL:

Michael Foth	Tyler Wells, Building Official (BO)
Nattalie Cariker	Jeremy Patrick, Fire Chief
Dave Womack	Dan Christensen, Chief of Police
Barry Freel	Wayne Beetchenow, Public Works Director (PWD)
Steve Clark	Todd McDaniel, City Administrator (CA)
Michelle Gaines	Connie Thomas, City Clerk
Meyer Louie	Rochelle Danielson, CORE Program Manager (CPM)

10-30-2023 BUDGET WORKSHOP RECAP BY DEPARTMENT

Building - Building Official, Tyler Wells

Building Official Wells had nothing to report to Council.

Fire Department - Fire Chief Jeremy Patrick

Fire Chief Patrick informed Council that after the inspection of the trucks, they found the ladder truck was in need of new steer tires and rear drive tires. The steer tires will be replaced this week and the rear drive tires are still needed. He has provided each member a quote from Les Schwab to replace the tires. Member Womack asked if he received quotes from any other companies. Chief Patrick said that he did reach out to OK Tire in Okanogan, and the tires were several months out. Les Schwab had the tires readily available. \$3,500 was added to the vehicle repair and maintenance line for 2024.

Police Department – Police Chief Christensen

Police Chief Christensen said not much has changed from the previous budget meeting. He updated the Council on the current status of the Public Safety Tax. As of the last tabulation it was 53% for yes and 47% no. Clerk Thomas updated the benefit line for the police officers to account for the change in overtime amount and to include only the SRO position.

Public Works Department – Public Works Director Wayne Beetchenow

PWD Beetchenow informed Council that applications were submitted to the Transportation Improvement Board for several projects. The projects were removed from the budget. The project award will be done in early December. He just wanted Council to be aware of what potentially could be coming. He said the Jonathan Street and Central Street projects will include water and sewer infrastructure. Member Clark asked if he received a quote for fencing along the highway by the city pool. PWD Beetchenow has not received a quote on that. He has received a quote on the lighting project for Eastside Park. The light fixtures for the newest soccer fields are \$76,000 and the remaining areas of the park would be \$20,000. A rough estimate for labor will be \$30,000. He also received a quote in the amount of \$8,500 for pruning trees on Main Street. PWD Beetchenow shared with the Council some examples of playground equipment and the cost to purchase. Member Cariker reviewed each piece of equipment and the need to have ADA playground equipment. There was discussion about which park the equipment should be in and Member Cariker would like to see some equipment in Civic League Park. Member Gaines expressed her concern about installing playground equipment at Civic League Park. Until people start using that park more, she feels it would be a waste of money to install equipment there. Member Womack liked the open equipment versus the enclosed structures. \$50,000 was set into the budget to purchase playground equipment.

CORE Program – Rochelle Danielson, CORE Program Manager

CORE Manager Danielson informed the Council that the line "Rochelle's Bucket" in the CORE Program was removed. \$10,000 has been allocated to a new line "Safety Equipment" and the remaining \$7,500 was added to the office and operating line.

City Administrator McDaniel

CA McDaniel informed Council that he hasn't made any changes since the last budget workshop. The city received the invoice for the second half of the booking cost and the calculations were within \$2,000. Member Womack asked about the tree pruning information and asked what "end of life" meant. PWD Beetchenow

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explained that when a tree starts to lift the curb and sidewalk it should be removed and replaced. There was a lot of discussion about the trees on Main Street.

PWD Beetchenow also informed the Council a new roof is needed for City Hall. For several years, the budget included a line item for a new roof and that funding was removed as Public Works thought the leak was fixed. CA McDaniel explained to Council that he has been coveting the money in the Capital Improvement Fund for a Public Safety Building and a swimming pool. After some discussion, \$100,000 was put into the 2024 budget as a Central Service Cost Allocation to be spread amongst all the departments. The Council questioned the initial roof installation and repairs that have been made to this point. Building Official Wells explained the area of the roof that is leaking was pieced together with scrap when the building was constructed. The roof had been worked on by Mallett Sheet Metal and Public Works. He recommends replacing one entire side of the roof to ensure that it's done correctly and, the color will match. Member Womack said if the bids for the repairs come in over \$100,000 a budget amendment can be brought to Council.

Member Womack asked PWD Beetchenow if he has looked at plow blades with arms that could lift at driveways. PWD Beetchenow has not looked at them recently. There may be some areas in the city where those would work but may not work in the smaller residential areas. Member Womack said Public Works should consider the plows especially after the snow event last year.

REVIEW AND DISCUSSION BY FUND

Water Fund

CA McDaniel informed Council that all utilities are in the budget with a six percent increase which is CPI. He doesn't want to get behind the curve on increases. He explained there are projects that have been delayed by COVID and some projects that are out of our control. There may also be a need to have funds for a potential Transportation Improvement Board Project if awarded. Member Freel expressed his concern about the increase in the utility bills for our citizens. There was discussion about not needing revenue for the garbage fund as the city just covers administrative costs which are minimal. Member Freel recommends we not increase the garbage rates by a full six percent. Member Gaines asked about the SCADA Upgrade in the water capital. PWD Beetchenow explained that it is the communication system that operates the wells, reservoir and calls out employees. PWD Beetchenow reiterated that some of the projects in the water fund were pulled out pending the award of TIB funds. CA McDaniel informed Council that the 2024 budget is silent to the bridge project and there are some unknown costs. The water infrastructure is straight forward but the sewer infrastructure may result in some expense to the city. Washington State has scheduled the bridge project for 2027. Member Gaines inquired about the \$250,000 for a generator. PWD Beetchenow explained this generator would run four pumps at the reservoir and is a stationary unit. The estimate balance in the water reserve fund is \$532,955.

Sewer Funds

CA McDaniel informed Council the sewer fund has an estimated ending fund balance of \$1,619,381 and the sewer reserve fund is estimated at \$1,129,440.

Storm Drain Fund

PWD Beetchenow explained to Council that some of the storm drain lines run through the levy are in tough shape. The capital expenditure for the "Cure in Place" of the lines will allow replacement without disturbing the levy. PWD Beetchenow informed Council there is sewer line infrastructure that also needs to be Cured in Place as they run underneath homes.

Equipment Rental Capital

PWD Beetchenow explained to Council that he would like to remove the equipment numbers 285 and 286 from the fund line. Those trucks have low miles, and he would like to keep those in the fleet. He will be replacing a couple of other trucks that have higher mileage. The dump trucks in the budget have been ordered and the city is awaiting delivery. The funds were just moved forward to the 2024 budget. The Fire Chief's command vehicle has met the ten-year rotation and is scheduled to be replaced in 2024. Member Womack asked Chief Patrick if it was his intent to keep the current 2014 command vehicle for the duty officer? Chief Patrick said that could be an option. Member Gaines asked if that would increase the equipment rental for the Fire Department. CA McDaniel said it could be another \$10,000. Member Womack said there could be advantages to keeping the vehicle versus selling it. Chief Patrick was receptive to that.

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Mayor Gagné adjourned the meeting for a break at 7:06pm. She brought the meeting back to order at 7:15pm.

State Building Permit Fees, State Agency Deposits

CA McDaniel explained these accounts are pass through funds. The city collects money on behalf of the state for building permits and the municipal court. Those funds are then passed to the state.

Investment Trust Fund

CA McDaniel reminded the Council the money in this fund can't be spent, but the City can use the interest earned. He said the Local Government Investment Pool is doing well. The City anticipates \$9,000 of interest to be earned in 2023. He said he plans to reach out to Time Value Investments (TVI) to discuss a twenty-year bond.

CA McDaniel informed the Council that staff is working on the Fee Schedule, Salary Schedule, Teamsters contract and other year end contracts. He anticipates a large agenda for Monday.

Member Gaines asked about the status of the Public Safety Tax and said, she is optimistic about the voters passing it. City Administrator McDaniel explained that if the Public Safety Tax passes, the collection of revenue would begin in April 2024 and the city would receive seventy five percent of that revenue in 2024.

The Final Budget Hearing is Scheduled for Monday, November 20, 2023. There was discussion to decide whether to have another workshop and or, push the final hearing out. Member Womack reminded the Council that appropriations and a budget amendment can be done in 2024.

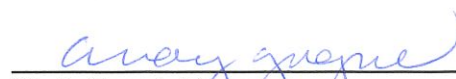
CA McDaniel said he estimates the ending fund balance in current expense to be \$1,653,521.

Mayor Gagne confirmed the Public Safety Committee will be meeting on Wednesday, November 15th at 6pm. In addition, the Personnel/Finance Committee will meet on Monday, November 20th prior to Council at 5:30pm.

Adjourned 7:30pm



Connie Thomas, City Clerk



Cindy Gagné, Mayor