

Tonasket City Council Agenda
Tuesday, September 22, 2020
7:00 pm

VIRTUAL ZOOM MEETING ID # 856 3014 4034
PHONE #1 253 215 8782

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Approval of Agenda
- 5) Approval of the minutes of the previous meeting.
- 6) Public Comment
- 7) This meeting has been advertised as a Public Hearing to review the 2021 Revenue Sources including consideration of possible increases in property tax revenues and for setting the tax levy for 2021.
- 8) Unfinished Business
 - a) Resolution 2020-18 surplus John Deer Grader **Action Item**
- 9) Mayor/Council/Committee Reports
- 10) New Business
 - Ordinance #816—setting the tax levy for 2021 **Action Item**
- 11) Miscellaneous and Correspondence
- 12) Adjournment

DRAFT

Present: Mayor Kriner and Councilmembers Levine, McMillan, Weddle and Alexander.

Staff: Attwood, Johnson and Miller

The meeting was called to order at 7:00 pm.

Roll call was done and all members were in attendance except for Councilmember Ritter.

Motion to approve the agenda. M/McMillan, S/Weddle. Carried 4:0.

Public Comment –

- Patty Hill asked what the status was on the Perfect Passage. Councilmember Levine will be giving an update during her committee report.

This meeting has been advertised as a public hearing for the purpose of surplus a utility purchased piece of equipment, a John Deere Grader. Mayor Kriner opened the Public Hearing and explained the process and that it was according to RCW. There was no public comment. Councilmember Levine asked if it was advertised for tonight. Councilmember McMillan feels that they shouldn't get rid of the grader. Councilmember Weddle stated it would be nice to see in writing what the appraisal was. Councilmember Alexander asked Superintendent Johnson how hard it would be to rent a grader from someone else. Johnson said they have a good relationship with the school and there is possibly a trade agreement. The public hearing was closed.

Unfinished Business

Motion to extend Resolution 2020-06 until September 30, 2020. M/Levine, S/Weddle. Carried 3:1. McMillan voted no. Councilmember Levine wanted to remind people that they still have to pay their bill.

Public Safety Committee report on surplus the 2013 Ford Taurus. Councilmember McMillan reported that by the time all the equipment was taken off the car it would be basically a shell. The code enforcement person should have a small pickup to haul dogs and equipment. Councilmember Alexander agreed. It is the recommendation of the Public Safety Committee that the 2013 Ford Taurus be surplus.

Motion to adopt Resolution 2020-19 and surplus the 2013 Ford Taurus Police Vehicle. M/McMillan, S/Alexander. Carried 4:0.

Peddlers Permit Ordinance Discussion. This subject will be moved to a future meeting.

Department Head Reports

Johnson Report

- Reported the new radar signs are up on SR97 and the Hiway 20 sign will go up next.
- Also reported they are staying busy.

Hawley Report

- Thanked everyone for the radar signs. They should help the Deputies.
- The fire camp is now in Omak due to the fire in the south end of the County.
- Some activity in the area—a stolen vehicle ended up at the Junction, person arrested.
- Deputy Malone recently completed Domestic Violence training. It was a virtual class.

Attwood Report

- Reported the City has been notified the will receive a USDA/RD Loan in the amount of \$75,700 and a grant in the amount of \$13,300 for the repair of the City Shop Roof.

- The Clerk also reported the American Legion would like to have a yard sale and utilize part of the sidewalk on Western Ave by their building for this event. It was the consensus of the Council to allow this.

Motion to accept the USDA/RD grant and loan for the repair of the City Shop roof. M/Levine, S/McMillan. Carried 4:0

Mayor/Council/Committee Reports

Mayor

- Reported she is working with Public Works Superintendent and City Clerk on a few Risk Management items that need to be addressed.
- Reported the City will be receiving an additional \$16,000 from the CARES act funds.
- Reported the repair work on the City Shop should be starting next week.

Levine

- Stated she has sent a report on WIRA to the City Clerk and asked her to forward to the Mayor and City Councilmembers.
- Reported on the OCOG meeting.
- Updated everyone on the Perfect Passage Project. WSDOT will be contacted to find out if they will still be earmarking one million dollars to the project. Also, will be working on a capital budget request.

McMillan

- Reported the Public Safety Committee met and discussed the surplus of the Ford Taurus and the firearms that are being stored at the County.
- Also reported he and Councilmember Levine met and stated the Airport looks great after the completion of the project.

Weddle

- Reported that there is some refurbishing needed at History Park.
- Asked when the CARES Act Funds needs to be spent—Mayor stated by the end of November.
- Asked Sheriff Hawley how many homes were lost in the fire. Sheriff Hawley stated 17 in the Bridgeport area fire and 15 in the Cameron Lake area fire.
- Reported the Finance Committee met, herself the Mayor and City Clerk, Ritter was unable to attend. Getting up to speed on the Budget process and she is working on a financial report to circulate for the public.

Alexander

- Reported he attended the Committee meeting with reps from Varela and Associates and is interested in the possibility of a hardship grant that was mentioned by Mark Johnson.
- On other items he is still catching up.

New Business

Motion to approve the Master Agreement with Kelley Connect for the Kyocera Taskalfa 4053ci Printer, copier, scanner for City Hall. M/Levine, S/ Weddle. Carried 4:0.

Motion to authorize Josh Thompson, Director/County Engineer to inspect the Bonaparte Avenue Bridge for approximately \$350 and authorize the Mayor to sign the applicable documents. M/ Levine, S/McMillan. Carried 4:0.

Resolution 2020-18 was not voted on and tabled to a future meeting. The Council would like a signed document listing the fair market value for the Grader.

Motion to set the date and time for the annual City Clean Up for September 26, 2020 from 9:00 am to 2:00 pm. M/McMillan, S/ Levine. Carried 4:0.

Motion to adopt Ordinance #815, a Budget amendment for the increase of revenues and expenditures for the Airport Project. M/Levine, S/McMillan. Carried 4:0.

Miscellaneous and Correspondence—None

Motion to excuse Councilmember Ritter from the meeting. M/Levine, S/McMillan. Carried 4:0.

Motion to approve the minutes of the previous meeting, the August Payroll (10180-10195 and Direct Deposit Run 8/27/20) \$39,476.89 and the September Bills (10179, 10196-10236 and 5 EFT's 9/8/2020) \$77,947.57. M/ McMillan, S/Wedde. Carried 4:0 .

There being no further business the meeting was declared adjourned at 8:34 pm.

Alice J. Attwood, Clerk-Treasurer

Council Memo
Tuesday, September 22, 2020
7:00 PM

VIRTUAL ZOOM MEETING ID # 856 3014 4034
PHONE #1 253 215 8782

TO: Mayor and City Councilmembers

FROM: City Clerk-Treasurer

This meeting has been advertised as a Public Hearing to review the 2021 Revenue Sources including consideration of possible increases in Property tax revenues and for setting the tax levy for 2021. I have included in the packet a list of the funds and the sources of revenue for each of them. I did not include any loans or grants on this document. Action is not required for the Public Hearing. If you have any questions prior to the meeting please let me know.

Resolution 2020-18 which would surplus the Grader is on the agenda again. If there are supporting documents I will get them to you before the meeting. **Suggested Motion: I move to approve Resolution 2020-18, declaring the John Deere Grade surplus to the City's needs.**

Ordinance #816 is part of the budget process. Cities are allowed to receive a 1% increase from the previous years property tax to help fund Current Expense and City Streets. **Suggested Motion: I move to adopt Ordinance #816 setting the tax levy for 2021.**

2021 Budget Revenue Sources

Current Expense Fund

General Property Tax---Ad valorem taxes levied on an assessed valuation of real and personal property. (Ad valorem means in proportion to the value)

Retail Sales-----Taxes imposed upon the sale or consumption of goods and/or services generally, with few or limited exemptions.

Tax breakdown----.065 state, local .016 components are: .005 regular, .005 optional, .004 transportation, .001 Criminal Justice, .001 mental health

1/10th Criminal Justice Funds—these funds were voted in to provide additional funds for criminal justice/public safety purposes

P.U.D. Utility Tax-----6% Business and occupation tax on utilities.

Cities Assistance Funds----- ESSB 6050---provides ongoing assistance to low tax base cities and towns

DNR PILT (Paid In Lieu of Taxes)

Fish and Wildlife PILT—(Paid In Lieu of Taxes)

Television Cable Tax---5% Business and Occupation tax on privately owned utility.

Telephone Utility Tax--- 6% Business and Occupation tax on privately owned utility.

Water/Sewer Utility Tax---10% tax on water and sewer payments.

Garbage Collection Utility Tax—6% Business and Occupation Tax on garbage collection.

Penalty on Water/Sewer Receipts----late payment fee of \$5 or 10% whichever is greater on the current month's billing and an interest rate of 8% annually thereafter.

Building Permits-----Amounts set by Resolution.

Peddler's Permits-----Amount set by Resolution.

Sign Permits-----Amount set by Resolution.

Zoning-----Amount Set By Resolution.

Franchise Fee (Beyers)---Set by Franchise Agreement.

P.U.D. Privilege Tax-----State distribution of excise taxes collected from public utility districts which operate facilities for generating, distributing or selling energy.

Liquor Excise Tax-----State distributed taxes. Distribution is based on population.

Liquor Profits-----State distribution of license fees from distributors and retailers. Distribution is based on population.

Criminal Justice Local Sales Tax-----This amount is collected by the State and then 10% is remitted back to the County and the remaining 90% is distributed per capita back to the cities and the unincorporated areas of the County.

Criminal Justice Low Population Remittance-----Distributed based on population. No city receives less than one thousand dollars.

Criminal Justice Innovative Law Enforcement, Children At Risk, and Domestic Violence programs are state distributed excise tax programs. To be eligible a city has to meet criteria established by the Department of Community, Trade and Economic Development.

Marijuana Excise Tax- set by RCW

DUI and other Criminal Justice Assistance

Interest on Investments-----Funds earned on cash balances invested in State Pool.

Library Maintenance-----Funds received from the Regional Library for maintenance of Library.

Court Administration Fees---Fees imposed by municipal court.

Time Payments Fees—Fees set by Resolution

Copies Made—Fee set by Resolution

Plan Check Fees-----Fee set by Resolution.

Traffic Infractions-----This fee is shared by the state and comes from traffic infractions from inside the city.
Miscellaneous Fines-----Fees from dog or parking infractions.
Interest on Sales Tax-----Interest on taxes received from the state.
Interest on Property Tax--Interest earnings on property tax received from County.
Council Room Rent-----Amount received from renting the Council room.
Youth Center Rent-----Amount received from renting Youth Center.
Airport Space Rental-----Amount received from tie downs and hangar space rental.
Railroad Lease Payment from Chamber of Commerce
Cemetery Lease---Fee set by agreement
Drug Dog Donation
Miscellaneous Revenue
Dog Tags

Cumulative Police Fund

Transfers from Current Expense Fund and special revenues such as the sale of the Firehall property go into this fund.

Cemetery Operating Fund

Cemetery Fees-----Fees paid for the purchase of graves and liners set by Resolution
Cemetery Perpetual care-----Fees paid for the upkeep of the cemetery fees set by Resolution
Interest on Investments-----Funds received from investing cash balances in State Pool
Transfer from Current Expense---Funds received from Current Expense

Cemetery Trust

Part of the perpetual care fees when a grave is purchased is receipted into this fund.

Cemetery Improvement

The interest earned from Cemetery Trust is deposited into this fund.

City Street Fund

General Property Tax----- a percentage of the total received depending on the Current Expense budget.

State Fuel Tax-----State distributed taxes on motor vehicle fuels, to be used for city street purposes. Distribution is based on population.

Interest on Investments-----Funds received from investing cash balances in State Pool.

City Street Reserve

Funds from City Street Fund are receipted into this fund. Also, the franchise fee from North Valley Hospital.

Gerhard Operating Fund

Interest on Investments-----Interest received from the Gerhard Trust Fund and also interest received from the Gerhard Operating Fund investments.

Hotel Motel Tax Fund

Hotel/Motel Transient Tax-----Taxes received from the state on transient rental income (hotel, motel, R.V. parks).

Interest on Investments-----Funds received from investing cash balances in State Pool.

Swim Pool Fund

The Funds receipted into this fund come from the Park and Recreation District that collects their own special tax. The admission fees, swim lessons and donations also help fund the pool.

Cumulative City Hall and Park Reserve Fund

A transfer is made annually to this fund from the Current Expense Fund to save money for different capital purchases.

Cumulative Building Fund

When this fund receives money it would come from the Current Expense Fund. It is not always budgeted to receive funds.

Capital Improvement Fund

Realty Excise Tax-----Excise tax imposed on the sale of real property

Realty Excise Tax 2

Interest on Investments-----Funds earned on cash balances invested in State Pool.

Pool Reserve

The money in this fund is from donations for the swim pool.

Equipment

Money for this fund are transferred from the Current Expense.

Police Equipment

The funds receipted into this fund come from Current Expense of the sale of the old Police Department items.

Water Fund

Water Revenues-----Funds received from payments for water service.

Water Connections-----Funds received from water connections.

Hydrant Rental-----Funds received from Fire Control for rent of hydrants.

Water Penalty-----Funds received from penalties on late payments.

Interest on Investments-----Funds received from investing the cash balance in the State Pool.

Sewer Fund

Sewer Receipts-----Funds received from payment for sewer service.
Parry's Acres-----Funds received from Parry's Acres for sewer service.
Sewer Penalty-----Funds received from penalties on late payments.
Interest on Investments-----Funds received from investing the cash balance in the State Pool.

Water and Sewer Bond Redemption Funds

The revenues in this fund are from the Water Fund and the Sewer Fund for the purpose of repaying loans.

Water and Sewer Bond Reserve Funds

The revenues in this fund are held in reserve for Bond Retirement.

Water and Sewer Reserve Funds

The revenues in these funds are contributed annually from the Water and Sewer Funds and used primarily for capital purchases and capital projects.

Water and Sewer Project Funds

The revenues in these funds are generally received from grants and loans that must be spent specifically on the named project. Sometimes there are interfund loans used to help offset costs.

Storm Water Fund

Storm Water Revenues-----Funds received from amounts assessed on residential and Business properties.

Gerhard Trust

This fund was set up as a Trust Fund and the interest earned is transferred to Gerhard Operating. The principal cannot be used.

Court

This fund is a pass-through fund. The funds will be paid to the state.

RESOLUTION NO. 2020-18

**A resolution declaring certain property
to be surplus to the City.**

WHEREAS, the City of Tonasket, a municipal corporation of the State of Washington, is the owner of certain property as described in Exhibit "A" attached hereto and incorporated herein as set forth; and

WHEREAS, the City of Tonasket is desirous of disposing of said property described in Exhibit "A": attached pursuant to statutory authority of the State of Washington; and

WHEREAS, the said property is in excess and surplus to the present or foreseeable needs of the City of Tonasket, or is in such condition as to have no value,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TONASKET, WASHINGTON, that the property described in Exhibit "A", attached hereto and incorporated herein, as fully set forth is not necessary to the needs of the City of Tonasket and is surplus and excess to the foreseeable needs of said City, or is in such condition as to have not value, may be disposed of pursuant to statutory authority. The City may dispose of the surplus property in a method determined to be in the best interest of the City.

PASSED BY THE CITY COUNCIL this _____ day of _____,
2020.

APPROVED:

Marylou Kriner, Mayor

ATTEST:

Alice J. Attwood, Clerk-Treasurer

EXHIBIT A

1 - John Deere Grader

ORDINANCE NO. 816

**AN ORDINANCE OF THE CITY OF TONASKET, WASHINGTON
FIXING THE AMOUNT TO BE RAISED BY AD-VALOREM TAXES
UPON ALL TAXABLE PROPERTY, BOTH REAL AND PERSONAL,
WITHIN THE CITY OF TONASKET FOR THE YEAR 2021 FOR THE
CURRENT EXPENSE AND THE CITY STREET FUNDS.**

WHEREAS, the City Council of the City of Tonasket has met and considered its budget for the calendar year 2021; and

WHEREAS, the City's actual levy amount from the previous year (2020) was \$158,653.83 and,

WHEREAS, the population of the city is less than 10,000; and,

NOW THEREFORE, the City Council of the City of Tonasket do ordain as follows:

Section 1. The City Council of the City of Tonasket hereby authorizes an increase in the regular property tax levy to be collected in the 2021 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be \$1586.54 which is a percentage increase of 1% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Section 2. This ordinance shall become effective from and after its passage by the City Council, approval by the Mayor and five days after publication or a summary thereof as required by law.

PASSED AND APPROVED BY THE CITY COUNCIL this _____ day
of _____, 2020.

APPROVED:

Marylou Kriner, Mayor

ATTEST:

Alice J. Attwood, Clerk-Treasurer

APPROVED:

Michael D. Howe, City Attorney

City of Tonasket

Fall Clean Up



Deliver Your Own Trash-No Fee

For City Residents & Businesses

Proof of physical address in City limits will be required.

When: Saturday, September 26th, 2020
9:00 AM to 2:00 PM

Where: Tonasket City Shop
500 Railroad Avenue (next to Chief Tonasket Park)

Items **NOT** Accepted: No wet paint
No Oil
No tires
No car batteries
No hazardous materials
No appliances

Burnable yard waste will be accepted only at the City's brush pile.
For directions ask one of the City Clean Up Helpers @ the City Shop.

The City crew WILL NOT be picking up any items.

For elderly and disabled assistance and other information call 509-486-2132
before Saturday.