

**CITY COUNCIL WORK SESSION  
NOVEMBER 15, 2011 IMMEDIATELY FOLLOWING  
THE SPECIAL MEETING @ 7:00 PM  
LIBRARY MEETING ROOM  
MINUTES**

**A. CALL TO ORDER**

*Vice-Mayor David Reggiani* called the Council Work Session to order at 7:30 pm on November 15, 2011 in the Library Meeting Room.

**B. ROLL CALL**

Present for roll call were *Mayor James Kallander* (via teleconference) Council members *Keith van den Broek* (via teleconference), *James Kacsh*, *David Allison*, *EJ Cheshier*, *David Reggiani* and *Robert Beedle*. Council member *Bret Bradford* was absent. Also present was City Manager *Mark Lynch* and City Clerk *Susan Bourgeois*.

**C. COMMUNICATIONS BY AND PETITIONS FROM VISITORS**

1. Audience Comments regarding agenda items - none

**D. WORK SESSION TOPIC**

2. 2012 Budget

*Lynch* suggested they review the general fund, the enterprise funds, the capital requests and then the fees. Council concurred.

**General fund**

**Council budget:** increased slightly in travel since more are going to training and AML.

**Clerk's budget:** Council cut the line item of temp employees.

**City Manager budget:** increased mostly for the City Manager's increase, the rest would be for the Assistant City Manager plus the 2% increase that all union employees received.

**Finance budget:** wants to start accepting credit cards this year. This will require some professional development/ training for employees applying the new service.

**Planning budget:** Considering the amount of land being sold Council voiced the concern that legal fees may not be high enough. *Lynch* responded that we pay for it then the buyer pays us back so it's a wash.

**DMV budget:** 10% of the Police Chief's and the Chief's assistant's salaries have been allocated here as they are involved in supervisory roles. Council discussed starting a vehicle removal fund for the future starting with \$33K for this year.

**Law Enforcement budget:** The new Police Chief was able to reduce this budget amount.

**Jail Operations budget:** Council is concerned that they may be under-budgeting overtime pay. Council set law enforcement and jail operations aside for when *Chief Bob* can be in attendance.

**Fire & EMS budget:** salary is slightly increased for a new Fire Marshal who has not been hired yet. The professional development is higher because fire conference fees have increased.

**Disaster Management budget:** is not for a pet shelter this year just for short term consumable supplies.

**Information Services budget:** slight decrease because of the change in salary lines.

**Facility Utilities budget:** is new in an effort to make utility expenses easier to track financially.

**Public Works Administration budget:** not much change from 2011

**Facility Maintenance budget:** a new position is included and also small maintenance issues.

**Street Maintenance budget:** decreased because chip sealing has been moved to Capital expenses. Council asked *Lynch* to look into the street light expenses.

**Snow Removal budget:** went up by \$20

**Equipment Maintenance budget:** includes the new lead mechanic position.

**Parks Maintenance budget:** decreased due to reductions in equipment furnishings and improvements.

**Cemetery Maintenance budget:** increased slightly to continue with the good work being done.

**Recreation (Bidarki) budget:** salary increased for the 2% but stayed pretty flat. Temporary employees were high last year due to a maternity leave. It shouldn't go that high again this year. New boiler is in.

**Pool budget:** salary increase with the 2% and an increase for small repairs and maintenance.

**Ski Hill budget:** same as last year but *Lynch* would like to see the ski hill become more self-sufficient in the future. *Kacsh* stated he does not mind funding the ski hill. *Beedle* stated that when it snows it is heavily used by the community. *Susie Herschleb* stated that they, at the parks and rec level, have looked into some other revenue generating options for the off season. *Mayor Kallander* stated that the ski hill income has increased substantially recently and it would not be unreasonable to look into it.

**Non-Departmental budget:** they are not allocating any liability insurance for the Ski Hill. The attorney fees have been increased as well as IT fees. We have been utilizing the attorney's more and the hospital chose to use a different IT company which caused our IT fees to increase.

**Long-Term Debt Services:** would have decreased except for the construction of the ILP.

**Inter-Fund Transfers:** is a calculation from the timber receipts which are decreasing because the money we get every year is less and we took on the new debt of the ILP building.

**Transfers to Other Entities:** everything stayed the same even though the school asked for more.

Council asked *Lynch* to put a value on waste oil for the **Schools in Kind Service**.

*Lynch* explained that the amount budgeted for the Hospital is an estimate. They budgeted the difference between previous years and what they may be funding this year of \$400K as a Capital expense.

**Total of Expenditures:** just over \$10.5M for a balanced budget down to the penny. *Lynch* explained that they got the budget as tight as they could get it then used the Property Tax revenue line to make it balance.

Council took a 5-minute recess at 8:50 pm; the work session reconvened at 8:55 pm

**Investment Earnings:** allocated about \$300K going towards the investments, \$161K from the reserve fund, \$66K from the general fund and about \$80K from the enterprise funds.

**Public Safety building fund (proposal):** from the Chief to set aside \$50K per year for site work etc.

**E-911 fund (proposal):** a match for a potential grant of \$120K to be repaid by the surcharge.

**Ambulance Replacement fund:** originally set up for what we thought we were going to get from ambulance operations. The Volunteer Fire Department is the only entity that can collect the money and then will turn it over to the City. This is still in process so it stayed budgeted as the same as before.

**Grant Sources:** getting very hard to get. This item only lists the grants we are certain to get this year.

#### E. AUDIENCE PARTICIPATION - None

#### F. COUNCIL COMMENTS

*Beedle* thanked staff for the work they put into the budget

#### G. ADJOURNMENT

*M/Kacsh S/Beedle* to adjourn the work session at 9:23 PM.

Hearing no objection, the meeting was adjourned.

Approved: December 21, 2011

Attest:

  
Robyn Kincaid, Deputy City Clerk