CITY OF ELLENSBURG, WASHINGTON

Minutes of Council Meeting, Special Session
Date of Meeting October 10, 2001
Time of Meeting 6:30 p.m.
Place of Meeting Hal Holmes Center, 201 North Ruby

ROLL CALL was answered by Councilmembers Barry, Bassett, Bennett, Collins, Sowards and Mayor Perrie.

Others present were City Manager Barkley; Finance Director Carpenter; Public Works Director Akers; Assistant Public Works Director Bollinger; Executive Assistant Dufault; Budget & Accounting Supervisor Snider; Deputy Clerk Keno; and two members of the audience.

PROCLAMATIONS

The Mayor is requested to sign a proclamation designating October 11, 2001 as “Bill Wassmuth Day” in the City of Ellensburg.

Authorize Mayor to sign proclamation. Bassett

Affirmed

ELLENSBURG FIRE DEPARTMENT STREET CLOSURE REQUEST

The Ellensburg Fire Department is requesting the closure of Pearl Street from 1st Avenue to 2nd Avenue on October 13, 2001 from 9:00 a.m. to 12:30 p.m. for its annual Open House.

Authorize street closure request. Barry

Council requested surrounding neighbors be advised of the street closure.

Vote on motion. Affirmed

The purpose of the special session is to review the 2002 preliminary budgets for the Public Works Department including the Engineering, Street, Water, Sewer, and Shop, Warehouse & Equipment Divisions.

ENGINEERING

The 2002 Engineering Division budget is a status quo budget with no significant changes in staffing or expenditures planned. Receipt of an RTPO grant for $5,977 is anticipated for purchase of a sign retroreflectometer ($6,600). Staff believes it will be able to purchase this piece of equipment for less than the budgeted amount. Salaries and Wages are increased ($30,929) over 2001 due to two new hires and internal equity adjustments approved by Council in 2001.
Capital project requests total $6,900 and include: 1) purchase of traffic counters ($4,200); 2) purchase of software upgrades ($1,500); and 3) purchase of a new flat file ($1,200).

STREET

The 2002 Street Division budget is not significantly changed from the 2001 budget—a few minor shifts have occurred due to increased labor costs but there is no change in personnel numbers. Programs planned for 2002 include: 1) reconstruction of an additional block of 15th Avenue; 2) reconstruction of some City alley ways; and 3) sealcoating five miles of City streets.

Expenditures in 2002 include increases in the following accounts: 1) Traveled Way ($12,000 increase) to reflect rental rates on the patch truck purchased in 2001 and increased equipment rental rates; 2) Traffic Control Device ($8,000 increase) due to additional signals being added to the system to reflect the increase in electric rates, and to allow for a monumentation program; 3) Street Cleaning ($21,800 increase) due to new sweeper rental rates and disposal of sweeper debris; and 4) Facilities ($26,000 increase) to reflect rent for space occupied at the City Shop.

The Arterial Street Fund reflects street construction projects that are financed with gasoline tax (½ cent gas tax), grants, and loans from outside sources. Seven arterial street projects totaling $2,848,600 are proposed in the 2002 budget: 1) Annual bridge inspections—$3,000; 2) Central Business District (CBD) alley reconstructions—$20,000; 3) Widening and reconstruction of Water Street from 5th Avenue to Helena—$2,276,000; 4) Brick Road bridge deck replacement—$175,000; 5) Umptanum Railroad crossing signals—$200,000; 6) Euclid Way Overlay—Cheestnut Street to Brick Road—$170,000; and 7) Canyon Road/Umptanum Road traffic island repair—$4,000. Revenues to the Fund are a combination of grant funding, motor vehicle fuel tax proceeds, and the Chestnut Street house rental. Revenues from State and Federal sources comprise a significant portion of the funding ($1,935,000) for the 2002 Water Street project. The budget includes a proposed transfer in of $48,600 from the Sidewalk Improvement Fund. Council discussed the possibility of selling the Chestnut Street house and requested staff research whether the current tenants would be interested in purchasing the property.

Public Works Director Akers distributed the 2002 Capital Outlay - Sidewalk Construction budget which was not included in the preliminary budget. The 2002 program includes a local improvement district (LID) along the south side of 3rd Avenue from Pearl Street to Pine Street, and along the west side of Pine Street from 3rd Avenue south 180 feet at a total project cost of $124,000. While the Kittitas County Museum wishes to proceed with the project it is anticipated the owner of the building housing the Post Office will oppose the LID. Staff believes there will be enough interest to carry the project forward despite the owner’s opposition. The budget includes $65,000 for residential sidewalk repair on targeted complaint and mapped areas as well as the completion of reconstruction of handicap ramps began in 2000.
WATER

The 2002 Water Division budget is a status quo budget. In 2002 crews will: 1) build a water main to connect Umptanum Road to South Canyon Road; 2) connect the water main on North Water Street under the Town Ditch to the water main at Illinois Street; and 3) rebuild the Airport Well #2 well house and motor control and install the pump and column salvaged from Airport Well #1.

The Professional Services account ($37,262) is used in part for development of a Strategic Water Plan focused on water rates. Significant funds were spent from this account in 2001 defending the City’s water rights relating to challenge by the Department of Ecology in the Acquavella lawsuit. Work on the Strategic Water Plan continues and staff will attempt to complete another phase of that Plan in the coming year.

Expenditure changes include an increase in Operating Supplies & Expenses for maintenance of the airport well and a decrease in Jobbing Expense of $10,000. Capital Outlay for 2002 includes ten projects totaling $299,000. Some projects planned for 2001 were not completed due to lack of staffing and are carried over to 2002. A valve turner ($4,500) and a remote meter reading system ($50,000) are two of these projects. The 2002 Light and Gas Division budgets include similar appropriations to move forward with preliminary planning for such a system in the future.

The 2002 Water Construction budget includes $240,000 for the Brook Lane well modification which is the only project which remains to be completed from the high water system review. This budget contains the last year of the three-year rate increase program passed by Council in 1999. The rate increase in 2002 is 4%. The 2002 budget year concludes with an ending cash balance of almost $300,000. Staff recommends Council adopt this budget as presented with the understanding that an opportunity may arise to modify the original project list under the bonds—such as adding a project or offsetting future rates by rate reduction after the bookkeeping aspect of closing out the bonds is complete.

SEWER

Public Works Director Akers distributed replacement pages for the 2002 Sewer Division budget. Projects in 2002 include: 1) sandblast and recoat one clarifier and inspect the other for repair ($30,000); 2) modify the raw sewage pump station piping ($75,000); and 3) pump around and re-line 320 feet of the 24 inch main trunk sewer interceptor at Water Street and Manitoba Avenue ($60,000). Other capital outlay items include: 1) replacement of two aerators ($40,000); 2) an emergency pump for the Cora Street Lift Station ($7,500); 2) annual $20,000 commitment to extend sewer lines as needed for developers requiring oversized facilities; 3) sewer line replacement in the alley between 4th and 5th Avenues and Water and Kittitas Streets ($50,000); and 4) storm line reconstruction on Third Avenue between Pine and Pearl Streets ($38,000).

Revenues include a 3.6% rate increase approved by Council in 1999 for debt service on the 2000
bond sale. Expenditures include $41,500 for Professional Services in the Storm Drainage classification for development of a strategic plan (storm water management manual) to comply with National Pollution Discharge (NPDES) regulations which go into effect on March 15, 2003. These funds were originally budgeted in 2001, were not spent and are being carried over into the 2002 budget. If the DOE is not successful i