CITY OF ELLENSBURG, WASHINGTON

Minutes of Council Meeting, Special Session
Date of Meeting October 23, 2003
Time of Meeting 7:00 p.m.
Place of Meeting Council Chambers, 102 North Pearl


Others present were City Manager Barkley; City Clerk Reno; Finance Director Carpenter; Public Works Director Akers; Assistant Public Works Director Bollinger; Assistant City Engineer Lyyski; and Executive Assistant Dufault.

The purpose of the special session is to review the 2004 preliminary budgets for the Public Works Department including the Engineering, Street, Water, Sewer, and Shop, Warehouse & Equipment Divisions.

ENGINEERING

Public Works Director Akers reviewed the preliminary budgets for the Public Works Department. In the Engineering Budget, there is an increase to communications for increased cell phone costs. Rentals are increased for reimbursement to IT for personal computers. Miscellaneous costs are increased for microfilm costs. Staff may be requesting an additional Civil Engineer during the spring of next year. This person would review development projects which have increased dramatically. There are currently approximately 900 single family lots in the process of being developed at this time. The new engineer would also work on the standards development process and Code updates. This position would be primarily utility supported.

STREET

In 2003, the City elected not to fill a position in the Street Department and did not hire all the temporary laborers. It was difficult to get through the year without these so they are proposed in 2004. The goals are to reconstruct an additional block of 15th Avenue; rebuild two Central Business District alleys; sealcoat approximately five miles of city streets; continue various sidewalk improvement projects; and undertake an aggressive weed control program on city rights-of-way.

The Arterial Street Fund reflects street construction projects that are financed with gasoline tax (1/2 cent gas tax), grants, and loans from outside sources. Ten arterial street projects totaling $1,943,000 are proposed in the 2004 budget: 1) bridge inspection--$3,000; 2) alley reconstruction--$20,000; 3) Brick Road bridge replacement--$300,000; 4) 5th Avenue overlay – Main Street to Chestnut Street--$230,000; 5) Signal Optimization--$60,000; 6) Mountain View Avenue/Ruby Street Design--$210,000; 7) Transportation Plan update --$70,000; 8) Helena Street— Walnut Street to a point 660’ East of Alder Street--$835,000; 9) Umptanum Road Railroad Crossing Signal--$200,000; and 10) Engineering
Transfer--$15,000.

There is one capital project request for a laser level estimated at $2,000.

The Sidewalk Improvement Fund was established for the purpose of repairing sidewalks in both the Central Business District (CBD) and residential areas. The main revenue in the Fund is the contribution of the ¼ percent real estate excise tax. The 2004 program includes two projects. One project is a Central Business District (CBD) intersection node repair on Third Avenue/Pine Street intersection - nodes on the north side - $35,000 and Fifth Avenue/Pine Street intersection nodes on the south side - $35,000. The second project is the residential sidewalk repair - $85,000 for areas shown on the 2004 Sidewalk Repair Area map. Council requested that a curb cut at the corner of Sixth Avenue and Sampson be added to the list. Council also asked staff to include a policy that there needs to be a ramp in mid-block for a long block (such as Indiana and Illinois Avenues) for wheelchair access on a rolled curb.

WATER

There is an increase to professional services for review of a Vulnerability Assessment Plan, to update the Capital Facilities portion of the System Plan, and water rights issues. There is no need for a rate increase for this budget, however, in 2005 there will be likely be a significant rate increase to fund new well development. The 2004 capital outlay projects as included on the handout distributed by Public Works Director Akers are as follows: 1) line replacement - 11th Avenue between Okanogan Street and Cora Street ($105,000); 2) 14th Avenue/Kiwanis Well loop (27,000); 3) City Wells/Airport Well Vulnerability Assessment perimeter fencing (15,000) and window protection ($5,000); 4) Airport Reservoir cathodic protection ($10,000); 5) new valve insertions ($20,000); 6) new meter installations ($20,000); 7) main line extensions ($20,000) and 8) 50 hydrant adaptors ($6,000).

The project for the Water Construction Fund is design of the first City Well replacement well - $80,000.

In the Water Construction Fund, $200,000 will be transferred out to the Sewer Construction fund to accommodate a project. Council will need to amend the projects listed in the bond ordinance at a later date for this project.

SEWER

Included in professional services is $41,500 for National Pollutant Discharge elimination System Compliance and $38,000 for a sludge thickening study at the Wastewater Treatment Plant. At this time, there is no demand for a rate increase. Capital projects include: 1) replace two aerators and UV Bulbs at the Treatment Plant ($55,000); 2) sewer line replacement (cured-in-place) at three locations ($156,500); 3) extend sewer line as needed ($20,000); 4) De-Cant Facility ($10,000); and 5) storm line construction at Third Avenue and Pine Street and Fifth Avenue and Pine Street ($19,000) for a total capital outlay of $260,500.
The Sewer Construction Fund projects are Wastewater Treatment Plant raw sewage pump station pumping, piping and motor control - $350,000 and Cora Street sewer main extension - $180,000.

SHOP, WAREHOUSE & EQUIPMENT

Capital expenditures for the Shop, Warehouse & Equipment Division are: equipment purchases of $172,500; asphalt/grinding reuse/fog sealing ($7,000); bird netting for open equipment bays ($6,200); demo/removal of oil tank ($22,000); and radio base station ($8,000) for a total of $215,700.

ADJOURN Adjourn at 8:58 p.m. Lillquist Affirmed

Mayor

ATTEST: ____________________________ City Clerk