

**CITY OF KALAMA
CITY COUNCIL
SEPTEMBER 18, 2013**

CITY COUNCIL – BUDGET WORKSHOP – GOALS AND DIRECTIONS 2014

Mayor Pete Poulsen opened the workshop of the Kalama City Council at 6:05 pm. Councilmembers present were Mike Truesdell (6:30pm) Dominic Ciancibelli (6:10pm), Mike Langham, Don Purvis and Mary Putka. City staff present were City Administrator Adam Smee, Superintendent of Public Works Kelly Rasmussen, Clerk/Treasurer Coni McMaster and Police Chief Randy Gibson. Members in the audience are listed on the sign in sheet.

City Administrator Adam Smee began that after attending the Budgeting Conference held by AWC, he wants to be sure that the Council is involved in the budget process. They will need to make informed decisions on what projects or items need to be funded as the moves forward. After spending seven years on the Council and a year of employment, he finally has an understanding of how the BARS system and municipal accounting works. It has always been difficult to follow as it doesn't conform to regular business accounting with profit and loss or balance sheet statements. Adam presented an overview of how the City's financial system is set up including the difference between the General Fund(s) and the Enterprise (water/sewer/garbage) Fund(s) which includes both operating and reserve accounts. The reports combine the accounts in such a way that it includes both profit and loss information and balance sheet information in one report.

Adam then reviewed the items that staff has determined are needs for the City and will need to be discussed during the upcoming budget process. These included:

- Downtown Economic Development Plan - \$40,000 - \$50,000 - This would to look at what would be of benefit to rebuild the core of the City and encourage new business growth.
- A full Audio/Visual system for the Council Chambers - \$15,000 - \$20,000. This would provide the better presentation of information for both the Council and public.
- Other items needed at City Hall include a security system, new carpet and flooring, computers and air conditioning at the Library.
- The Community Building needs a new roof (\$25,000 - \$30,000) and floor/duct insulation (\$12,000 - \$15,000) and the retaining wall repaired. The roof needs done before it begins to degrade the building. The insulation in the floor could help reduce the high winter heat bills. The retaining wall is being discussed at many levels from just a cosmetic repair to rebuilding it and making additional parking for the building.
- Guardrail at Taylor and Geranium St. \$12,000 - \$15,000 Engineering has been completed.
- Water/Sewer Rate Study - \$25,000 - \$35,000 – The City needs this study as they move ahead looking for business growth. As we still struggle to make the sewer loan payments, a rate increase is still possible and it will need to be justified by documentation. A rate study will support the decisions the Council may be forced to make for the future.

- Upgrade to Radio Read Meters - \$180,000 – Staff in both Public Works and Finance are in agreement that this will be a worthy expense of reserve funds. It will shorten the time for reading meters and allow for the City to move to monthly billing. Crew and office staff will be able to access better information on each account just from the reading information.

Adam ended the workshop by offering to provide more information either at another meeting or in the office. There will be further discussion of the City needs during the budget process.

Mayor Poulsen adjourned the meeting at 6:55 pm. These minutes are not verbatim. A copy of the tape can be made available for listening.

Pete Poulsen - Mayor

Coni McMaster - Clerk/Treasurer