



ABERDEEN CITY COUNCIL

December 30, 2015

COUNCIL MEETING AGENDA

6:30 p.m. Third Floor, City Hall

COMMITTEE OF THE WHOLE

- A. Guest Speakers
- B. Additions to Agenda
- C. Department Heads
- D. Mayor's Report
- E. Non-Standing Committee Reports

COUNCIL MEETING

- I. ROLL CALL
- II. FLAG SALUTE
- III. APPROVAL OF MINUTES
- IV. PUBLIC COMMENT Re: Agenda Items (Please limit your comments to 3 minutes)
- V. FINANCE COMMITTEE
 - A. Committee Chair Report
 - B. Approval of expenditures
 - 1. Recommend approval of expenditures and payroll.
 - C. Ordinances
 - 1. Third reading of public hearing of Bill No. 15-17 adopting the 2015 Supplemental Budget.
- VI. PUBLIC WORKS
 - A. Committee Chair Report
- VII. PUBLIC SAFETY
 - A. Committee Chair Report
- VIII. SPECIAL AGENDA ITEMS
 - A. Resolution authorizing the Mayor and Finance Director to execute purchase and sale agreements for the real property commonly known as 500 E. Wishkah St. and 506 E. Wishkah St.
 - B. Recognition of outgoing Mayor and City Council members, and retiring Parks Director.
 - C. Swearing in of new Mayor and City Council members.
- IX. CITY COUNCIL COMMENT PERIOD
- X. PUBLIC COMMENT PERIOD (Please limit your comments to 3 minutes)

The City of Aberdeen does not discriminate against or exclude anyone from participation in public meetings. Requests for assistance should be made by contacting the Finance Department at 360-537-3236, 48 hours in advance of the meeting. Thank you.

ORDINANCE NO.

AN ORDINANCE ADOPTING A SUPPLEMENTAL BUDGET TO CHANGE 2015 APPROPRIATIONS AND EXPENDITURES AS SPECIFIED HEREIN; Now, Therefore,

BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF ABERDEEN:

SECTION 1. SUPPLEMENTAL BUDGET ADOPTED. The budget for the year 2015 is hereby supplemented by authorization of the following revenues and expenditures:

	<u>Supplemental Request</u>
Fund 001 General Government Fund	
Uses of Funds (by Department)	
Court	\$ 6,205
General Government	\$ (85,670)
Finance	\$ 46,000
Legal	\$ 55,000
Police	\$ 50,000
Fire	\$ 11,465
Use of Funds	<u>\$ 83,000</u>
Source of Funds	<u>\$ 83,000</u>
FUND 102 General Parks	
Uses of Funds	<u>\$ 25,500</u>
Source of Funds	<u>\$ 25,500</u>
FUND 103 Streets	
Uses of Funds	<u>\$ 75,000</u>
Source of Funds	<u>\$ 75,000</u>
FUND 105 Streets	
Uses of Funds	<u>\$ 274,000</u>
Source of Funds	<u>\$ 274,000</u>
FUND 120 EMS	
Uses of Funds	<u>\$ 44,946</u>
Source of Funds	<u>\$ 44,946</u>

SECTION 2. PUBLICATION BY SUMMARY. The Finance Director is authorized and directed to publish the attached summary in lieu of this ordinance.

SECTION 3. EFFECTIVE DATE. This ordinance shall take effect immediately upon its passage, signing, and publication.

PASSED and APPROVED this _____ day of December, 2015

Hon. Bill Simpson, Mayor

ATTESTED:

Kathryn Skolrood, Finance Director

CITY OF ABERDEEN SUPPLEMENTAL BUDGET 2015-01

Bill No. 15-17

		Original Budget	Suppl. Budget	Adj. Budget	
	Account	Amount	Amount	Amount	
Expenditures					
Fund 001					
Court					
Small Tools & Minor Equipment	001.03.512.500.30.50	\$ 500.00	\$ 5,300	\$ 5,800.00	To reflect payment of court remodel for the carpenters time; invoice was budgeted in 2014 but not paid until 2015
Building Repair & Maintenance	001.03.512.500.40.81	\$ 500.00	\$ 905	\$ 1,405.00	Provide for additional due to replacement of handicap gearbox on entry.
	Dept. 03 Total		<u>\$ 6,205</u>		
General Government					
Estimated Ending Cash	001.05.508.100.00.00	\$ 4,851,831	\$ (363,070)	\$ 4,488,761	Net change in budgeted ending cash to balance General Fund entries \$ 85679 + Freidlander \$277400
Transfer to Construction Fund	001.05.587.350.00.00	\$ -	\$ 277,400	\$ 277,400	Transfer to Construction Fund for Frelander Slide repair approved by Council (pending any insurance recovery)
	Department 05 Total		<u>\$ (85,670)</u>		
Finance					
Reallocated Costs	001.06.514.230.04.04	\$ (375,720)	\$ 46,000	\$ (329,720.00)	Correct Cost allocation based on modified documentation for "utility" transactions. Based on correction for actual vs. budget
	Dept. 06 Total		<u>\$ 46,000</u>		
Legal					
Legal Services	001.16.515.200.40.15	\$ -	\$ 55,000	\$ 55,000.00	Professional service costs for arbitration attorney
	Dept. 16 Total		<u>\$ 55,000</u>		
Police					
Overtime Pay	001.45.521.200.10.02	\$ 140,000	\$ 50,000	\$ 190,000	Add grant program & Hing crime \$ for criminal justice to overtime allotment
	Dept. 45 Total		<u>\$ 50,000</u>		
Fire					
Regular Pay	001.48.522.200.10.01	\$ 961,591	\$ 11,300	\$ 972,891	Reflect vacation & holiday cash out for Streifel retirement
Fical/medicare	001.48.522.200.20.11	\$ 12,098	\$ 165	\$ 12,263	Reflect vacation & holiday cash out for Streifel retirement
	Dept. 45 Total		<u>\$ 11,465</u>		
General Fund Total Expend. Change			<u>\$ 83,000</u>		
Revenues					
US DOJ Bullet Proof Vest Grant	001.00.331.166.60.00	\$ -	\$ 4,200	\$ 4,200	Additional revenue received to offset bullet proof vest purchased
Traffic Safety Commission	001.00.334.030.50.00	\$ -	\$ 1,800	\$ 1,800	Additional revenue received for special programs
Crimin. Justice High Crime	001.00.336.060.20.00	\$ 70,000	\$ 77,000	\$ 147,000	Additional revenue received for special programs
General Fund Total Revenue Change			<u>\$ 83,000</u>		

CITY OF ABERDEEN SUPPLEMENTAL BUDGET 2015-01

Bill No. 15-17

	Account	Original Budget Amount	Suppl. Budget Amount	Adj. Budget Amount	
FUND 102 General Parks					
Expenditures					
Salary & Wages	102.00.571.100.10.01	\$ 183,000	\$ 850	\$ 183,850	Add Out of Class Pay for Asst. Director per council action
Equipment	102.00.594.760.60.40	\$ -	\$ 17,500	\$ 17,500	Donated Gator
Transfer to Fund 132 (Recreation)	102.00.597.132.00.00	\$ -	\$ 9,200	\$ 9,200	Reflect balance in Flower Fund donations to the Recreation Fund 132; new location for tracking project.
Ending Cash Balance	102.00.508.100.00.00	\$ 23,000	\$ (2,050)	\$ 20,950	Offset cash transfer of flower fund to Fund 132 new location for project
			<u>\$ 25,500</u>		
Revenues					
Donations	102.00.367.100.00.00	\$ 12,500	\$ 25,500	\$ 38,000	Donation for Gator 17500.+ donations for flower project +4000+ Comcast Cares \$4,000
			<u>\$ 25,500</u>		
FUND 103 Streets					
Expenditures					
Street Lighting Improvements	103.00.595.630.60.30	\$ 8,000	\$ 10,000	\$ 18,000	Project expanded due to savings projected and rebate \$ from PUD
Sidewalk Replacement Program	103.00.595.610.60.31	\$ -	\$ 14,000	\$ 14,000	Program not originally budgeted and offset with revenue billed to residents for work
Stormwater Grant supplies	103.00.542.402.30.15	\$ -	\$ 20,000	\$ 20,000	Grant program expenses
Ending Cash Balance	102.00.508.100.00.00	\$ -	\$ 31,000	\$ 31,000	offset for prior year's portion of storm grant expenses reimbursed this year.
			<u>\$ 75,000</u>		
Revenues					
Stormwater Grant	103.00.334.030.10.00	\$ -	\$ 50,000	\$ 50,000	Stormwater grant received
GH PUD rebate for lighting project	103.00.337.800.00.00	\$ -	\$ 7,000	\$ 7,000	PUD lighting project rebate
Sidewalk Replacement Program	103.00.369.900.00.01	\$ -	\$ 18,000	\$ 18,000	Reimbursement from property owners for sidewalk replacement project
			<u>\$ 75,000</u>		
FUND 105 Streets					
Expenditures					
Ending Cash Balance	105.00.508.100.00.00	\$ -	\$ 274,000	\$ 274,000	To record beginning cash
			<u>\$ 274,000</u>		
Revenues					
Estimated Beginning Cash	105.00.308.100.00.00	\$ -	\$ 274,000	\$ 274,000	To record ending cash
			<u>\$ 274,000</u>		
FUND 120 EMS					
Expenditures					
Medical/Dental Insurance	120.00.522.200.20.12	\$ 447,967	\$ 17,300	\$ 465,267	Correct original budget for error related to changes due to union contract settlement. Budget was reduced rather than increased for settlement.
Small Tools & Minor Equipment	120.00.522.200.30.50	\$ 10,000	\$ 2,605	\$ 12,605	GH Transit Grant for the fridge/freezers in the Ambulances (2)
Supplies	120.00.522.200.30.10	\$ 62,000	\$ 1,341	\$ 63,341	Increase for purchase of equipment with Dept. of Health grant.
Supplies Communications	120.00.522.200.30.25	\$ 3,500	\$ 3,600	\$ 7,100	Railflec purchase of portable radios with Sierra Pacific Grant
Ending Cash Balance	120.00.508.100.00.00	\$ 139,146	\$ 20,100	\$ 159,246	Balance of adjusting beginning cash offset by the 17,300 correction to budget
			<u>\$ 44,946</u>		
Revenues					
Dept of Health Grant	120.00.334.040.90.00	\$ -	\$ 1,341	\$ 1,341	Department of Health Grant
GH Transit Grant	120.00.337.500.00.00	\$ -	\$ 2,605	\$ 2,605	Donations for equipment
Donations	120.00.367.100.00.00	\$ -	\$ 3,600	\$ 3,600	Donation from Sierra Pacific for portable radios.
Beginning Cash Balance	120.00.308.105.00.00	\$ 149,992	\$ 37,400	\$ 187,392	Adjust to actual beginning cash
			<u>\$ 44,946</u>	\$ 3,946	

	Account	Original Budget Amount	Suppl. Budget Amount	Adj. Budget Amount	
FUND 121 Animal Control Fund					
Expenditures					
Building Repair & Maint.	121.00.554.300.40.81	\$ 2,000	\$ 2,900	\$ 4,900	To reflect payment of facility roof replacement for the carpenters time. Invoice was budgeted in 2014 but not paid until 2015
Revenues					
Estimated Beginning Cash	121.00.308.100.00.00	\$ -	\$ 2,900	\$ 2,900	To reflect cash balance from PY for this expense that occurred in 2015
FUND 145 Drug Task Force					
Expenditures					
Transfer to Construction Fund	145.42.597.350.00.00	\$ -	\$ 21,795	\$ 21,795	To transfer funds to Fund 350 Construction Fund pending insurance reimbursements
Ending Cash Reserves	145.44.508.100.00.00	\$ 143,000	\$ (21,795)	\$ 121,205	To show use of reserves for repair at firing range.
FUND 303 Hotel/Motel					
Expenditures					
Estimated Ending Cash	303.00.508.100.00.00	\$ -	\$ 85,600	\$ 85,600	To reflect the cash reserve
Revenues					
Estimated Beginning Cash	303.00.308.100.00.00	\$ -	\$ 85,600	\$ 85,600	To adjust for actual cash reserve at beginning of year
FUND 308 Grants					
Expenditures					
Estimated Ending Cash	308.00.508.100.00.00	\$ -	\$ 1,060	\$ 1,060	To reflect the cash reserve
Revenues					
Estimated Beginning Cash	308.00.308.100.00.00	\$ -	\$ 1,060	\$ 1,060	To reflect actual beginning cash balance
FUND 320 Public Buildings					
Expenditures					
Improvements to Sam Benn	320.89.594.760.60.30	\$ 147,434	\$ 12,500	\$ 159,934	Adjust for actual expenses
Revenues					
Interest Income	320.00.361.100.00.00	\$ -	\$ 2,500	\$ 2,500	To adjust to actual
Transfer In Capital Improvement Fund	320.89.397.990.00.00	\$ 18,497	\$ 10,000	\$ 28,497	Increase to offset additional costs this year.
		\$ 12,500	\$ 12,500	\$ 12,500	

CITY OF ABERDEEN SUPPLEMENTAL BUDGET 2015-01

Bill No. 15-17

	Account	Original Budget Amount	Suppl. Budget Amount	Adj. Budget Amount	
FUND 350 Utility Construction Fund					
Expenditures					
Capital outlay Friedlander Slide	350.15.595.300.60.30	\$ -	277,400 \$	277,400	To provide the budget for emergency repairs approved by Council
Capital Outlay 6th & Balla Way	350.15.595.303.60.30	\$ -	129,500 \$	129,500	To provide the budget for emergency repairs approved by Council
Capital Outlay Lk Aberdeen	350.15.595.302.60.30	\$ -	7,100 \$	7,100	To provide the budget for emergency repairs approved by Council
Capital Outlay Firing Range	350.15.595.301.60.30	\$ -	21,795 \$	21,795	To provide the budget for emergency repairs approved by Council
Capital Outlay water pipeline	350.15.595.305.60.30	\$ -	1,400 \$	1,400	To provide the budget for emergency repairs approved by Council
			<u>437,195 \$</u>	<u>437,195</u>	
Revenues					
Transfer from Water Cumm. Reserve	350.00.397.414.00.00	\$ -	138,000 \$	138,000	To transfer reserves into Construction Fund to cover Storm repairs pending insurance reimbursement.
Transfer from DTF Firing Range	350.00.397.145.00.00	\$ -	21,795 \$	21,795	To transfer reserves into Construction Fund to cover Storm repairs pending insurance reimbursement.
Transfer from General Fund	350.00.397.001.00.00	\$ -	277,400 \$	277,400	To transfer reserves into Construction Fund to cover Storm repairs pending insurance reimbursement.
			<u>437,195 \$</u>	<u>437,195</u>	
FUND 403 Sewer Operating					
Expenditures					
Outfall Project	403.00.594.350.60.33	\$ 41,425	1,108,575 \$	1,150,000	Outfall Project per council approval
Ending Cash Reserves	403.00.508.100.00.00	\$ -	54,425 \$	54,425	Balance of Loan proceeds to ending cash reserves (for prior year expenses)
			<u>1,163,000 \$</u>		
Revenues					
Clean Water SRF WWTP Outfall Pr	403.00.333.664.58.00	\$ -	1,163,000 \$	1,163,000	To record Outfall Project proceeds from loan as per council approval
			<u>1,163,000 \$</u>		
FUND 414 Water Reserves					
Expenditures					
Transfers	414.00.597.350.00.00	\$ -	137,650 \$	137,650	Transfer to Construction Fund for Emergency Water repairs per council approval
Estimated Ending Cash	414.00.508.100.00.00	\$ 1,333,406	(137,650) \$	1,195,756	Use of reserves for Emergency Water repairs per council approval.
			<u>\$ -</u>		
FUND 605 Transportation District					
Expenditures					
Transportation Improvement	605.00.595.390.63.01	\$ 600,000	(600,000) \$	-	Transfer budget to Fund 630
Estimated Ending Cash	605.00.508.100.00.00	\$ 342,000	(342,000) \$	-	Transfer budget to Fund 630
			<u>(942,000) \$</u>		
Revenues					
Estimated beginning cash	605.00.308.000.00.00	\$ 462,000	(462,000) \$	-	Transfer budget to Fund 630
Transportation Sales Tax	605.00.313.210.00.00	\$ 480,000	(480,000) \$	-	Transfer budget to Fund 630
			<u>(942,000) \$</u>		
FUND 629 Brownfield Development					
Expenditures					
Professional Services	629.00.553.500.40.10	\$ 25,000	140,000 \$	165,000	To reflect grant professional service expenses.
			<u>140,000 \$</u>		
Revenues					
Dept of Ecology Toxic Cleanup Grant	629.00.333.668.17.00	\$ -	140,000 \$	140,000	To reflect DOE toxic cleanup grant
			<u>140,000 \$</u>		

Note: Fund 605 was required to be transferred to Fund 630 by the Auditors. Amounts are just to transfer authority to proper fund number.

CITY OF ABERDEEN SUPPLEMENTAL BUDGET 2015-01

Bill No. 15-17

	Account	Original Budget Amount	Suppl. Budget Amount	Adj. Budget Amount	
FUND 630 Transportation District					
Expenditures					
Transportation Improvement	630.00.595.390.63.01	\$ -	\$ 600,000	\$ 600,000	transfer original budget from Fund 605
Estimated Ending Cash	630.00.508.100.00.00	\$ -	\$ 342,000	\$ 342,000	transfer original budget from Fund 605
			<u>\$ 942,000</u>		
Revenues					
Estimated beginning cash	630.00.308.000.00.00	\$ -	\$ 462,000	\$ 462,000	transfer original budget from Fund 605
Transportation Sales Tax	630.00.313.210.00.00	\$ -	\$ 480,000	\$ 480,000	transfer original budget from Fund 605
			<u>\$ 942,000</u>		

Note: Fund 605 was required to be transferred to Fund 630. Amounts are just to transfer authority to proper fund number.

RESOLUTION No. 2015 - _____

A RESOLUTION AUTHORIZING THE MAYOR AND FINANCE DIRECTOR TO EXECUTE PURCHASE AND SALE AGREEMENTS FOR THE REAL PROPERTY COMMONLY KNOWN AS 500 EAST WISHKAH STREET AND 506 EAST WISHKAH STREET.

WHEREAS, Vicki Trader, Sherry Erickson, and Tim Schlaht, the owners of the property commonly known as 500 East Wishkah Street (the Selmers Annex building), have agreed to sell the property to the city for \$200,000;

WHEREAS, Tyler Tollefson and Jade Lundy, the owners of the property commonly known as 506 East Wishkah Street (the Pourhouse), have agreed to sell the property to the city for \$236,000;

WHEREAS, the purchase of both properties is solely and specifically for the Gateway Center project and is reimbursable to the city under Department of Commerce Contract No. 16-93205-036 with funds appropriated under the department's Local Community Projects 2016 Program; **NOW, THEREFORE**,

BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF ABERDEEN: the Mayor and Finance Director are authorized to execute a standard form commercial purchase and sale agreement for the property at 500 E. Wishkah Street with a purchase price of \$200,000.00 and for the property at 506 East Wishkah Street with a purchase price of \$236,000 and requiring the city to pay all escrow fees and title insurance and the seller to pay all real property and excise taxes.

PASSED and APPROVED on _____ 2015.

Bill Simpson, Mayor

ATTESTED:

Kathryn Skolrood, Finance Director