

## Councilmembers

Position No.

1. Tod Gunther
2. John Kelly
3. Michelle Gehring
4. Dave Harman, Deputy Mayor
5. Nicola McDonald
6. Greg Hogan
7. Scott Drennen



## Orting City Council

Special Meeting Summary  
 Budget Workshop  
 Orting Public Safety Building  
 401 Washington Ave. SE, Orting, WA  
**October 13<sup>th</sup>, 2018, 9:00am**

**Mayor Joshua Penner, Chair**

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### 1. CALL MEETING TO ORDER

Mayor Penner called the meeting to order at 9:00 Am., in the Public Safety Building.

**Councilmembers Present:** Deputy Mayor Dave Harman, Councilmembers Tod Gunther, John Kelly, Scott Drennen, Greg Hogan, Nicola McDonald and Michelle Gehring.

**Staff Present:** Mark Bethune, City Administrator, Jane Montgomery, City Clerk, Scott Larson, Treasurer, Greg Reed PW Director, Kaaren Woods, Court Administrator, Chris Gard, Chief of Police.

### 2. BUDGET WORKSHOP

#### A. Discussions – 2019 Preliminary Budget.

Administrator Bethune briefed on three alternatives for the proposed new facility's-City Hall/Police/Court Chambers. They were:

<b>Orting City Facilities</b>	<b>Alternative 1</b>	<b>Alternative 2</b>	<b>Alternative 3</b>
<b>City Hall, Police, Chambers</b>	<b>Complete Project</b>	<b>Harden Police Bldg</b>	<b>Police - Old City Hall</b>
Helix Estimates + \$100K	\$6,755,000	\$7,355,000	\$5,470,800
City Expenses	\$150,000	\$150,000	\$150,000
<b>New Total</b>	<b>\$6,905,000</b>	<b>\$7,505,000</b>	<b>\$5,620,800</b>
Take out Land already purchased	-\$418,000	-\$418,000	-\$418,000
Sell Old City Hall	-\$300,000	-\$300,000	\$0
<b>New Total</b>	<b>\$6,187,000</b>	<b>\$6,787,000</b>	<b>\$5,202,800</b>
Cash Available	-\$5,300,000	-\$5,300,000	-\$5,300,000
<b>(Debt) New Total</b>	<b>\$887,000</b>	<b>\$1,487,000</b>	<b>-\$97,200</b>
Annual Debt 4% 30 years	\$50,800	\$85,200	\$0
Monthly Debt	\$4,200	\$7,100	\$0
Monthly Household Expense	\$1.41	\$2.36	\$0

Mayor Penner stressed the importance of direction from Council as the budget hinges on what Council chooses to do. Discussion followed.

Councilmembers Harman, Kelly, Gehring, McDonald, Hogan, and Drennen wanted Alternative 1 as primary. Councilmember Gunther chose Alternative 3 as primary and 1 as secondary.

Mayor Penner recessed the meeting for a 10 minute break at 10:25am.

Mayor Penner resumed the meeting at 10:35am.

Treasurer Larson briefed on the following:

Fund Balances

		2016	2017	2018	2019	\$ %
General Fund	001	2,128,902	1,590,588	4,200,000	1,078,838	(3,121,162) -74.3%
City Streets	101	364,957	478,878	610,000	773,710	163,710 26.8%
Cemetery	104	14,224	-	-	1,044	1,044 0.0%
Parks Department	105	449,188	644,012	550,000	(88,366)	(638,366) -116.1%
Tourism Fund	107	5,464	5,767	6,100	450	(5,650) -92.6%
TBD	108	65,771	99,068	210,000	151,800	(58,200) -27.7%
Police Department Drug	120	5,118	3,822	3,900	3,900	- 0.0%
Public Safety Bldg Ltgo Debt	201	1,649	-	-	-	- 0.0%
LOCAL Vehicle Purchase 2016	202	181,490	-	-	-	- 0.0%
LOCAL Backhoe Purchase 2017	203	-	-	-	-	- 0.0%
Transportation Impact	320	739,916	530,969	550,000	233,000	(317,000) -57.6%
Water	401	2,023,601	1,340,333	2,000,000	1,398,793	(601,207) -30.1%
Wastewater	408	6,579,329	7,073,549	7,700,000	5,419,574	(2,280,426) -29.6%
Stormwater	410	1,337,574	1,924,454	2,400,000	914,983	(1,485,017) -61.9%
Utility Land Acquisition	412	1,168,506	1,232,642	-	-	- 0.0%
Customer Deposits	634	153,559	158,684	-	-	- 0.0%
Cemetery Perpetual Fund	701	499,927	506,150	509,000	521,000	12,000 2.4%
Skinner Estate Fund	704	464,451	469,294	475,000	487,000	12,000 2.5%
<b>Total</b>		<b>16,183,626</b>	<b>16,058,212</b>	<b>19,214,000</b>	<b>10,895,725</b>	<b>(8,318,275) -43.3%</b>

Estimated Revenues and Expenses

All Funds	Actual		2018		2019	Change from 2018	
	2016	2017	Actual	Budget		Budget	\$ %
<b>Revenues</b>							
New Request	-	-	-	-	850,500.00	850,500.00	0.0%
Taxes	2,821,616.84	3,203,588.50	2,438,677.91	3,072,160.00	3,380,911.16	308,751.16	10.0%
Licenses and Permits	457,019.91	621,810.05	322,118.88	375,200.00	436,500.00	61,300.00	16.3%
Intergovernmental	742,921.85	1,183,143.52	735,683.34	897,300.00	917,900.00	20,600.00	2.3%
Goods and Services	6,445,450.97	6,133,072.16	4,674,820.12	5,148,250.00	5,930,067.50	781,817.50	15.2%
Fines and Penalties	102,215.17	110,260.75	77,868.82	98,900.00	94,100.00	(4,800.00)	-4.9%
Miscellaneous	226,519.88	311,625.82	215,048.28	50,642.00	122,042.00	71,400.00	141.0%
Non revenues	155,363.67	155,433.34	13,029.90	136,200.00	136,200.00	-	0.0%
Transfers	101,457.99	180,553.38	207,420.43	238,842.33	1,346,342.33	1,107,500.00	463.7%
Other	494,963.56	154,080.56	2,198,347.59	-	-	-	0.0%
<b>Total Revenue</b>	<b>11,446,071.85</b>	<b>11,873,014.70</b>	<b>10,675,594.84</b>	<b>9,778,652.00</b>	<b>11,868,220.66</b>	<b>2,089,568.66</b>	<b>21.4%</b>
<b>Expenditures</b>							
New Request	-	-	-	-	6,918,575.00	6,918,575.00	0.0%
Salaries and Wages	2,559,714.99	2,624,796.99	1,922,880.01	2,972,064.56	2,996,139.28	24,074.72	0.8%
Personnel Benefits	954,799.33	972,131.99	726,080.06	1,253,307.89	1,284,419.88	31,111.99	2.5%
Supplies	212,182.79	266,942.43	223,425.10	318,375.00	282,775.00	(35,600.00)	-11.2%
Services	1,912,861.81	2,142,270.37	1,597,114.48	3,284,231.55	3,169,201.55	(115,030.00)	-3.5%
Intergovernmental	242,552.18	304,487.63	241,235.20	301,600.00	307,450.00	5,850.00	1.9%

CAPEX	2,241,902.37	3,946,430.21	1,844,485.53	5,702,700.00	4,413,100.00	(1,289,600.00)	-22.6%
Debt Principal	521,391.26	1,461,944.49	370,884.54	600,796.15	624,796.15	24,000.00	4.0%
Debt Interest	130,440.00	122,550.90	16,536.82	55,949.79	55,949.79	-	0.0%
Transfers	189,339.64	1,155,715.74	207,420.43	233,789.63	1,351,289.63	1,117,500.00	478.0%
Other	145,959.44	152,065.98	7,192.34	139,500.00	139,500.00	-	0.0%
<b>Total Expenses</b>	<b>9,111,143.81</b>	<b>13,149,336.73</b>	<b>7,157,254.51</b>	<b>14,862,314.57</b>	<b>21,543,196.27</b>	<b>6,680,881.70</b>	<b>45.0%</b>

Treasurer Larson followed by briefing the Council on new or ongoing Major requests for 2019 that either council or staff had put forward. New requests included capital items, additional staff, new programs and ongoing projects. A schedule of the projects and a summary of each of the individual requests was provided to Council. The Council went thru the budget and also each of the individual requests made to the Treasurer from staff and Council.

Court Administrator Woods briefed on Code Smart, Document Management Software, which is a case processing system that efficiently manages court hearing schedules, updates JIS from the Hearings Manager, and maintains a library of dynamic court forms. The Cost is \$7,200. The vendor will be at the study session on the 17<sup>th</sup> to give a presentation to Council on the merits of the program.

Public Works Director Reed briefed on the items that he had requested. A hillside mower, a stormwater maintenance worker, and various Public works projects,

City Clerk Montgomery briefed on the request for an intern for 12 hours a week to continue records retention and destruction efforts throughout the City departments.

Councilmember Gunther wanted to start a reserve fund for Phase II of Calistoga Park because Phase II is not in the budget for 2019.

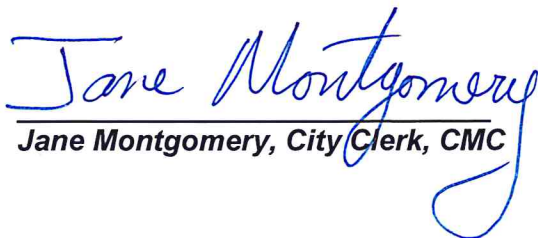
Treasurer Larson asked Council to review all the requests that were made and provide him feedback on which items they want to keep/delete. Any requested changes that were made at the meeting as well as any they email him, will be brought back to them in the next budget document at the study session on the 17<sup>th</sup> of October.

**3. ADJOURNMENT**

*Councilmember Gunther Made A Motion To Adjourn. Second by Councilmember McDonald. Motion passed (7-0)*

Mayor Penner recessed the budget meeting at 2:55pm.

**ATTEST:**

  
 Jane Montgomery, City Clerk, CMC

  
 Joshua Penner, Mayor