

Connell City Hall
104 E. Adams Street

**City of Connell, Washington
CITY COUNCIL
PRELIMINARY AGENDA**

**REGULAR MEETING
December 7, 2015**

REGULAR MEETING

6:00 PM

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. CORRESPONDENCE/PRESENTATIONS/APPOINTMENTS
5. CONSENT CALENDAR

All matter listed within the Consent Calendar have been distributed to each member of the Connell City Council for reading and study, are considered to be routine, and will be enacted by one motion of the Council with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Calendar and placed on the Regular Agenda by request.

- a) Minutes of the Regular Council Meeting November 16, 2015
- b) Minutes of the Special Council Meeting November 24, 2015
- c) Check Register 12/1/2015 for \$2131.87
- d) Accounts Payable 12/7/2015 for \$74,990.77
- e) Payroll Register 11/15-11/20/2015 for \$55,574.33
- f) Payroll Register 11/30/2015 to 12/5/2015 for \$107,545.79

6. CITIZEN COMMENT/NON-AGENDA ITEMS
7. APPROVAL OF AGENDA

ORDER OF BUSINESS

8. PUBLIC HEARING – 2016 FINAL BUDGET
9. Adoption of the 2016 Budget
 - A) ORDINANCE NO. 961-2015
10. Tree City USA Program
11. COMMITTEE, CITY ADMINISTRATOR, AND DEPARTMENT REPORTS
12. EXECUTIVE SESSION
13. ADJOURNMENT

The public is welcome and encouraged to attend this meeting. The City of Connell wishes to provide reasonable access to all public meetings for individuals with disabilities. Please contact the City Clerk at least three business days prior to the meeting for accommodations to be arranged.

MEETING OF THE CITY OF CONNELL, WASHINGTON
CONNELL, FRANKLIN COUNTY, WASHINGTON

November 16, 2015

The regular semi-monthly meeting, of the Connell City Council was called to order by Mayor Blackwell at 6:00 pm in the City Hall and was opened with the Pledge of Allegiance.

ROLL CALL

PRESENT: Mayor Bruce Blackwell, Mayor Pro Tem Monty Huber, and Councilmember's: Joe Escalera, Rhonda Quinton, Kathie Silva, and Ray Minor.

STAFF: Attorney Dan Hultgrenn, City Administrator Jed Crowther, Building Services Clerk Sterling Joyner, Deputy Clerk/Treasurer Rose Courneya.

VISITORS: Kathy Bingham, Franklin County Graphic; Tim Kelly, Columbia Basin Railroad; Eugene Hill, Basin Disposal Inc.; Paul Weber, HDR Engineering; Mary Dye, Representative 9th District; Jim & Jill Klindworth, Port of Pasco; Dale Pomerey & Pat Millard, Porto f Warden; Citizens: Regina Grassl, Molly Kunkel, Casey Hart, David Hart, Larry Smith, Gail Eilmes, John Eilmes, Manny Choi, Ed Brown, Paul Clark, Darrell Ferguson, Desiree McCombs, Melissa Kelly, Ryan Kelly, Michelle Gardner, Helen Tobin, Laurie Mandler, Jody Barker, John Lindner, T Millage, Eric Mauseth, Ann Ledezma, Allison Walker, Kim Tanner, Jason Tanner, and Isaac Rodriquez.

CORRESPONDENCE

Miss Connell Scholarship girls thanked the Councilmember's for their continued support of the program.

Mayor Blackwell received renewal notices from the Washington State Liquor and Cannabis Board for the following business: Pizza Station, Circle K Stores Inc., Steele's Got Liquor LLC, and El Jazmin LLC.

CONSENT CALENDAR

Motion: Councilmember Minor moved to approve the Consent Calendar as presented.

- a) Minutes of the Regular Council Meeting November 2,2015
- b) Check Register 11/2/2015 for \$228.92
- c) Check Register 11/4/2015 for \$855.29
- d) Accounts Payable November 16, 2015 for \$228,449.76
- e) Payroll Check Register 10/31/2015 to 11/5/2015 for \$81,736.64

Mayor Pro Tem Huber seconded motion. Motion carried unanimously.

SPECIAL PRESENTATION-CONNELL RAIL INTERCHANGE BY HDR ENGINEERING

HDR Engineering provided Councilmember's with results from the Connell Rail Interchange study. Mr. Weber provided information on the following items:

- 1) What the Connell Rail Interchange Project was
- 2) Overviews
- 3) Economic Effects
- 4) Project Schedule
- 5) Alternative Alignment Analysis
- 6) Alternative Alignment Analysis Recommendations
- 7) Additional Reports/Studies Completed to Date

MEETING OF THE CITY OF CONNELL
Regular Meeting-November 16, 2015

8) What will happen next

Discussion was held and Mr. Weber answered questions.

CITIZEN COMMENT/JNON-AGENDA ITEMS

Melissa Kelly, Paul Clark, Regina Grassl, John White, Mike Reimers, Helen Tobin and other City of Connell citizens spoke on behalf of opening the pool for the 2016 summer season. The citizens asked that councilmember's to look at other ways to cut in the budget, without cutting the pool. Citizens presented Councilmember's with a signed petition to keep the pool open.

Manny Choi asked citizens to get involved in the budget process earlier. He explained that Councilmember's had been working on the budget for months.

Councilmember's were not in favor of closing pool but financially it was necessary.

Mayor Blackwell scheduled a Special Council Meeting to further discuss 2016 Budget. Meeting would be scheduled and announced after staff talked with City Clerk/Treasurer Maria Peña to see when she was available.

Mayor Blackwell recessed meeting for 5 minutes at 6:46 pm and reconvened meeting at 6:51 pm.

APPROVAL OF AGENDA

Motion: Councilmember Quinton approved agenda as presented. Councilmember Escalera seconded motion. Motion carried unanimously.

CLOSED RECORD HEARING-AMENDING THE ZONING MAP (CONTINUED)

Mayor Blackwell recessed the regular meeting at 7:28 pm and opened a Closed Record Hearing for the purpose of amending the zoning map.

STAFF REPORT: Staff had brought back Ordinance No. 959-2015 with added information and more key reasons for the zoning amendment. The Planning Commission, by motion, recommends to not changing the current zoning. Staff recommends approval of rezoning. City Administrator Crowther reviewed previous work on property and gave some history.

PUBLIC COMMENTS: Paul Clark asked if proceeds of sale of the lots could be reserved for park capital assets improvements. Planning Commission made a decision on public input. Darryl Ferguson explained the Planning Commissions voting on the rezoning.

COUNCILMEMBERS COMMENT PORTION OF THE HEARING:

Councilmember Quinton stated Park Board had discussed the tennis court property and the Park Board felt that the City didn't need another park. Councilmember Minor felt it was a good idea to amend the zoning ordinance.

Mayor Blackwell closed the hearing and opened regular meeting at 7:42 pm.

MEETING OF THE CITY OF CONNELL
Regular Meeting-November 16, 2015

Motion: Councilmember Minor moved to approve Ordinance No. 959-015 Councilmember Quinton seconded motion. Motion carried unanimously.

SANITATION CONTRACT AMENDMENT

An Amendment to the Solid Waste Contract was being presented to the Councilmember's for approval. The Contract amendment would transfer the sanitation billing to the Basin Disposal Inc. City staff would no longer bill sanitation on water bills and will no longer take payments from citizens for sanitation.

Motion: Councilmember Minor moved to approve the First Amendment to the Solid Waste Collection Service Agreement between the City of Connell and Basin Disposal, Inc. and authorize Mayor Blackwell to sign on behalf of the City. Councilmember Escalera seconded motion. Motion carried unanimously.

DEPARTMENT OF CORRECTIONS-CONTRACT NO. K10248, WORK CREW

City Administrator Crowther stated the Washington State Department of Corrections Coyote Ridge Correction Center presented the City with an annual work crew agreement for 2016.

Motion: Mayor Pro Tem Huber moved to approve Contract Number K10248 -inmate work contract. Councilmember Minor seconded motion. Motion carried unanimously.

2016 CES IRRIGATION AND CROP PLAN

Cascade Earth Sciences had been doing the City's annual crop management plan for the past several years. Cascade Earth Sciences had also been providing services for soil sampling and preparing the City of Connell's 2016 Irrigation and Crop Management Plan, That was required in the City's State Waste Discharge Permit. This contract was an annual renewal.

Motion: Councilmember Silva moved to approve contract with Cascade Earth Sciences. Mayor Pro Tem Huber seconded motion. Motion carried unanimously.

DEPARTMENT REPORTS

City Administrator –Jed Crowther

- 1) Pool Fact Sheet was published
- 2) Art Work removed-been in touch with Washington State Art Commission to relocate table.
- 3) Would be Presenting with Connell Heritage Museum for grant.
- 4) Website was were the up to date information about the city was located

MEETING ADJOURNED

There being no further business before the City Council of Connell, Mayor Blackwell adjourned the meeting at 7:57 pm.

ATTEST: _____
Rose Courneya, Deputy City Clerk/Treasurer

Bruce Blackwell, Mayor

MEETING OF THE CITY OF CONNELL, WASHINGTON
CONNELL, FRANKLIN COUNTY, WASHINGTON

November 24, 2015

The Special Council Meeting, of the Connell City Council was called to order by Mayor Blackwell at 6:00 pm in the City Hall.

ROLL CALL

- PRESENT: Mayor Bruce Blackwell, and Councilmember's: Rhonda Quinton, Kathie Silva, Joe Escalera and Ray Minor.
- ABSENT: Mayor Pro Tem Huber
- STAFF: City Administrator Jed Crowther, Police Chief Chris Turner, Public Works Director Larry Turner, Fire Chief Chris Schulte, Building Service Clerk Sterling Joyner, Police Sergeant Shane Thorson, and Clerk/Treasurer Maria Peña.
- VISITOR: Kathy Bingham, Franklin County Graphic; and many Connell Citizens

Budget/Pool Discussion

Discussion Items

- ❖ Invite 'Community Rally' fund raiser activity.
- ❖ Consider preparing a voter proposition in November of 2016 - for 2017 and beyond pool funding.
- ❖ Establish a 'Pool District' approach at the City level or expand to surrounding county residents.
- ❖ Consider Utility Tax Increase proposition.
- ❖ Consider reducing expenditures in all departments and use the money saved to fund the pool. This approach should include trade-off analysis to determine consequences of altered budget priorities.
- ❖ Examine expenditures to see if opportunities exist to reduce the cost of operations.
- ❖ Explore other agencies/partners (YMCA, Etc) that might be able to share expense and management.
- ❖ Pursue grant opportunities, such as "No Child Left Inside".
- ❖ If a funding approach is identified for 2016, then the pool could be in operation.
- ❖ Reduce slide open times in order to reduce life guard salaries. (e.g., open only one day a week?)
- ❖ Develop a "team" of sponsors that could stay the course for the long term to keep the pool open.
- ❖ Consider dedicating all Park and Recreation dollars to maintain pool, and down size efforts in parks.
- ❖ Consider creating classes at the pool to help pay a portion of expenses (e.g., Water aerobics, Etc)
- ❖ Examine cost efficient season length factors; including weather forecast, seasonal changes and enough advance time to get the pool ready.
- ❖ Examine if the money that might be made selling the lots next to the tennis courts could be used to partially fund the pool in 2016 while the long term funding approach was being developed.
- ❖ Re-examine the utilization of the pool cover as a possible cost saving measure.
- ❖ Note economic benefit of pool to keep local people in Connell rather than spend elsewhere.
- ❖ Look at fee schedule to see if any changes might help.
- ❖ Assess larger budget issues and examine needs.
- ❖ Provide employee benefit detail.

- ❖ Improve public perception of what city employees are doing for their community.
- ❖ Budget decisions are made on the State of Washington schedule months in advance.

Summary of potential action items

- ❖ Develop a short term funding plan for 2016.
- ❖ Develop a long term funding approach.
- ❖ Improve operational efficiency.
- ❖ Pursue grants and partnering.
- ❖ Discuss options with City Council.

MEETING ADJOURNED

Mayor Blackwell adjourned the Special meeting at 7:45 pm.

ATTEST: _____
Rose Courneya, Deputy Clerk/Treasurer

Bruce Blackwell, Mayor

CHECK REGISTER

City Of Connell
MCAG #: 0286

12/01/2015 To: 12/01/2015

Time: 12:47:18 Date: 12/01/2015
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4744	12/01/2015	Claims	7	34270	U.S. Post Office	231.87	Utility Postage 12/1/15
		401 Water Fund				77.29	
		402 Sewer Fund				77.29	
		403 Solid Waste Fund				77.29	
						<u>231.87</u>	Claims: 231.87

WE, the members of the City Council of the City of Connell, Washington, DO HEREBY certify that the merchandise or services listed above have been received and that the above listed vouchers and the related checks have been reviewed and approved for payment by the City of Connell Council. DATED this _____ day of _____ 2015.

ATTEST:

Councilmember

Councilmember

Mayor

Finance Director

ACCOUNTS PAYABLE

City Of Connell
 MCAG #: 0286

As Of: 12/07/2015

Time: 12:14:14 Date: 12/04/2015
 Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
14625	12/07/2015	12/07/2015	11	29.92	Med Refill
14688	12/07/2015	12/07/2015	31	275.00	Work On Well 6
14613	12/07/2015	12/07/2015	74	41.98	Fire Dept - VISA
14616	12/07/2015	12/07/2015	74	34.02	City Visa Credit Card (Admin) Purchase
14617	12/07/2015	12/07/2015	74	370.19	City Hall Visa Card-Purchases
14618	12/07/2015	12/07/2015	74	522.48	Police Dept. Visa Card-Purchases
14667	12/07/2015	12/07/2015	74	993.54	Visa
14670	12/07/2015	12/07/2015	99	95.64	Electricity For Radio Tower
14671	12/07/2015	12/07/2015	99	4,188.07	Sewer Plant Electricity
14628	12/07/2015	12/07/2015	140	1,320.59	W.W. Testing
14678	12/07/2015	12/07/2015	515	860.88	Phone Bills
14669	12/07/2015	12/07/2015	3189	41.62	Tri-city Line
14674	12/07/2015	12/07/2015	155	263.99	City Utility Bills
14681	12/07/2015	12/07/2015	155	2,380.00	Fire Suppression
14682	12/07/2015	12/07/2015	155	800.00	Pool Water Usage
14684	12/07/2015	12/07/2015	155	16,048.33	November Utility Tax Payment
14622	12/07/2015	12/07/2015	994	21.41	Pety Cash Reimbursement
14627	12/07/2015	12/07/2015	164	149.90	Tree Trimming Supplies
14626	12/07/2015	12/07/2015	170	133.84	Parts
14665	12/07/2015	12/07/2015	656	925.47	Fuel
14666	12/07/2015	12/07/2015	656	1,042.09	Police Fuel
14677	12/07/2015	12/07/2015	656	42.87	Fire Dept Fuel Consumed
14612	12/07/2015	12/07/2015	2022	900.00	Refund Of Deposit For Event Held @Comm.Center (11/7/15)
14676	12/07/2015	12/07/2015	3824	500.00	Tourism Development
14629	12/07/2015	12/07/2015	217	1,220.90	I/M's Service
14689	12/07/2015	12/07/2015	229	39.00	CPL CN15002,03
14672	12/07/2015	12/07/2015	3640	1,400.00	Network Support And Backup
14614	12/07/2015	12/07/2015	4331	30.00	Refund Of Deposit For Event Held @Comm.Center (11/16/15)
14631	12/07/2015	12/07/2015	269	50.00	Clothing Allowance
14630	12/07/2015	12/07/2015	4080	9,599.04	Well 6 Work
14659	12/07/2015	12/07/2015	284	3,667.50	October Inmate Housing
14680	12/07/2015	12/07/2015	298	32.48	Criminal Victim Assessment November 2015
14623	12/07/2015	12/07/2015	293	311.28	Building Inspections
14686	12/07/2015	12/07/2015	286	652.39	2016 Local Assessment
14663	12/07/2015	12/07/2015	4303	185.85	Uniforms
14632	12/07/2015	12/07/2015	2215	1,170.32	Water Parts
14633	12/07/2015	12/07/2015	480	126.49	Water Part
14685	12/07/2015	12/07/2015	4275	7,650.57	Railroad Interchange Study

ACCOUNTS PAYABLE

City Of Connell
 MCAG #: 0286

As Of: 12/07/2015

Time: 12:14:14 Date: 12/04/2015
 Page: 2

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
14662	12/07/2015	12/07/2015	JDT Sales and Repair	37.80	#082 LOF
14687	12/07/2015	12/07/2015	Jiffy Car Wash, Inc.	25.75	Car Washes
14679	12/07/2015	12/07/2015	Kunkel, Molly J.	15.00	Zumba Class
14634	12/07/2015	12/07/2015	Legacy Telecommunications, Inc.	603.63	Sm Booster Repair
14660	12/07/2015	12/07/2015	Lourdes Health Network	396.68	Inmate Medical
14619	12/07/2015	12/07/2015	Municipal Emergency Services, Inc.	213.13	Fire Dept - PPE
14637	12/07/2015	12/07/2015	Pasco Tire Factory Inc.	1,328.36	PU TTires (Ed)
14668	12/07/2015	12/07/2015	Pasco Tire Factory Inc.	641.99	#090 TTires/LOF
14664	12/07/2015	12/07/2015	Pro Force Law Enforcement	53.73	Taser Holsters
14635	12/07/2015	12/07/2015	Pro-Build	263.77	Sign Posts
14636	12/07/2015	12/07/2015	QCL Inc.	309.50	Renewal
14658	12/07/2015	12/07/2015	Quill	65.25	Desk & Wall 2016 Calendars
14615	12/07/2015	12/07/2015	Schulte, Chris	384.56	Federal Fires Reimbursement
14675	12/07/2015	12/07/2015	Shred-it	46.76	Shredding Services
14691	12/07/2015	12/07/2015	St.of Washington Dept Of Revenue-EFT	8,781.14	November Excise Taxes
14661	12/07/2015	12/07/2015	Turner, Chris G.	241.50	Travel Reimbursement
14638	12/07/2015	12/07/2015	USABlueBook	618.74	Well Chlorinator Parts
14640	12/07/2015	12/07/2015	Verizon Wireless LLC	529.78	Cell Bill
14639	12/07/2015	12/07/2015	WA St Department Of Ag	33.00	Spray License Renewal (Kim)
14683	12/07/2015	12/07/2015	WA St Treasurer Office	2,065.30	November Court Remittance
14673	12/07/2015	12/07/2015	Xpress Bill Pay/EFT	217.75	Online Utility Payment Fees
Report Total:				74,990.77	

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against the City of Connell and that I am authorized to authenticate and certify to said claim.

() Finance Director () Auditing Officer
 () Deputy Finance Director

Date: _____

CHECK REGISTER

City Of Connell
MCAG #: 0286

11/15/2015 To: 11/20/2015

Time: 11:48:46 Date: 11/18/2015
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4648	11/15/2015	Payroll	7	EFT		1,824.24	
4649	11/15/2015	Payroll	7	EFT		497.50	
4650	11/15/2015	Payroll	7	EFT		1,431.15	
4651	11/15/2015	Payroll	7	EFT		1,204.54	
4652	11/15/2015	Payroll	7	EFT		1,482.66	
4653	11/15/2015	Payroll	7	EFT		2,572.17	
4656	11/15/2015	Payroll	7	EFT		2,061.82	
4658	11/15/2015	Payroll	7	EFT		1,507.09	
4659	11/15/2015	Payroll	7	EFT		1,775.31	
4660	11/15/2015	Payroll	7	EFT		1,156.21	
4661	11/15/2015	Payroll	7	EFT		161.41	
4662	11/15/2015	Payroll	7	EFT		1,946.62	
4663	11/15/2015	Payroll	7	EFT		1,453.77	
4664	11/15/2015	Payroll	7	EFT		1,298.48	
4665	11/15/2015	Payroll	7	EFT		1,838.49	
4667	11/15/2015	Payroll	7	EFT		1,056.63	
4668	11/15/2015	Payroll	7	EFT		1,672.80	
4669	11/15/2015	Payroll	7	EFT		1,980.82	
4670	11/15/2015	Payroll	7	EFT		161.41	
4671	11/15/2015	Payroll	7	EFT		1,819.77	
4672	11/15/2015	Payroll	7	EFT		2,301.33	
4673	11/15/2015	Payroll	7	EFT		2,034.38	
4675	11/20/2015	Payroll	7	EFT	Community First Bank	12,065.47	941 Deposit For 11/15/2015 - 11/15/2015
4676	11/20/2015	Payroll	7	EFT	Department Of Retirement	7,896.15	11/15/2015 To 11/15/2015 - PERS 2; 11/15/2015 To 11/15/2015 - LEOFF 2; 11/15/2015 To 11/15/2015 - Deferred Comp; 11/15/2015 To 11/15/2015 - PERS 3
4677	11/20/2015	Payroll	7	EFT	MT457-306685	400.00	11/15/2015 To 11/15/2015 - ICMA-457
4654	11/15/2015	Payroll	7	34264		161.41	
4655	11/15/2015	Payroll	7	34265		1,160.71	
4657	11/15/2015	Payroll	7	34266		161.41	
4666	11/15/2015	Payroll	7	34267		161.41	
4674	11/15/2015	Payroll	7	34268		54.17	
4678	11/20/2015	Payroll	7	34269	WSECU	275.00	11/15/2015 To 11/15/2015 - WSECU
						36,405.64	001 General Fund
						2,244.37	101 Street
						7,682.50	401 Water Fund
						7,582.62	402 Sewer Fund
						1,659.20	403 Solid Waste Fund

55,574.33 Payroll: 55,574.33

CHECK REGISTER

City Of Connell
MCAG #: 0286

11/30/2015 To: 12/05/2015

Time: 11:41:06 Date: 12/02/2015
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4748	11/30/2015	Payroll	7	EFT		2,165.18	
4750	11/30/2015	Payroll	7	EFT		1,465.14	
4751	11/30/2015	Payroll	7	EFT		1,203.98	
4755	11/30/2015	Payroll	7	EFT		1,481.26	
4756	11/30/2015	Payroll	7	EFT		2,572.76	
4764	11/30/2015	Payroll	7	EFT		2,207.61	
4768	11/30/2015	Payroll	7	EFT		1,447.34	
4770	11/30/2015	Payroll	7	EFT		2,092.19	
4772	11/30/2015	Payroll	7	EFT		1,118.84	
4778	11/30/2015	Payroll	7	EFT		1,947.80	
4779	11/30/2015	Payroll	7	EFT		1,296.71	
4780	11/30/2015	Payroll	7	EFT		1,298.48	
4781	11/30/2015	Payroll	7	EFT		2,403.69	
4782	11/30/2015	Payroll	7	EFT		1,056.18	
4783	11/30/2015	Payroll	7	EFT		1,787.62	
4785	11/30/2015	Payroll	7	EFT		1,978.83	
4787	11/30/2015	Payroll	7	EFT		336.39	
4788	11/30/2015	Payroll	7	EFT		1,970.69	
4790	11/30/2015	Payroll	7	EFT		2,301.34	
4791	11/30/2015	Payroll	7	EFT		2,033.52	
4793	12/05/2015	Payroll	7	EFT	Community First Bank	16,812.24	941 Deposit For 11/30/2015 - 11/30/2015
4794	12/05/2015	Payroll	7	EFT	Department Of Retirement	8,239.81	11/30/2015 To 11/30/2015 - PERS 2; 11/30/2015 To 11/30/2015 - LEOFF 2; 11/30/2015 To 11/30/2015 - Deferred Comp; 11/30/2015 To 11/30/2015 - PERS 3
4795	12/05/2015	Payroll	7	EFT	MT457-306685	400.00	11/30/2015 To 11/30/2015 - ICMA-457
4747	11/30/2015	Payroll	7	34271		227.46	
4749	11/30/2015	Payroll	7	34272		2,507.16	
4752	11/30/2015	Payroll	7	34273		1,454.96	
4753	11/30/2015	Payroll	7	34274		476.39	
4754	11/30/2015	Payroll	7	34275		786.21	
4757	11/30/2015	Payroll	7	34276		734.58	
4758	11/30/2015	Payroll	7	34277		1,438.32	
4759	11/30/2015	Payroll	7	34278		275.87	
4760	11/30/2015	Payroll	7	34279		324.28	
4761	11/30/2015	Payroll	7	34280		870.62	
4762	11/30/2015	Payroll	7	34281		743.18	
4763	11/30/2015	Payroll	7	34282		476.12	
4765	11/30/2015	Payroll	7	34283		589.91	
4766	11/30/2015	Payroll	7	34284		360.60	
4767	11/30/2015	Payroll	7	34285		483.62	
4769	11/30/2015	Payroll	7	34286		1,005.26	
4771	11/30/2015	Payroll	7	34287		244.86	
4773	11/30/2015	Payroll	7	34288		601.26	
4774	11/30/2015	Payroll	7	34289		272.07	
4775	11/30/2015	Payroll	7	34290		519.94	
4776	11/30/2015	Payroll	7	34291		605.35	
4777	11/30/2015	Payroll	7	34292		340.08	
4784	11/30/2015	Payroll	7	34293		589.91	
4786	11/30/2015	Payroll	7	34294		163.24	
4789	11/30/2015	Payroll	7	34295		677.28	
4792	11/30/2015	Payroll	7	34296		752.98	
4796	12/05/2015	Payroll	7	34297	AFLAC	389.66	11/15/2015 To 11/30/2015 - AFLAC Addtl (AT); 11/15/2015 To 11/30/2015 - AFLAC Pre-Tax

CHECK REGISTER

City Of Connell
MCAG #: 0286

11/30/2015 To: 12/05/2015

Time: 11:41:06 Date: 12/02/2015
Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4797	12/05/2015	Payroll	7	34298	AWC Employee Benefits Trst	19,797.10	11/15/2015 To 11/30/2015 - AWC; 11/15/2015 To 11/30/2015 - AWC Dental; 11/15/2015 To 11/30/2015 - AWC-Life
4798	12/05/2015	Payroll	7	34299	American Legal Services	14.48	11/15/2015 To 11/30/2015 - ALS
4799	12/05/2015	Payroll	7	34300	Colonial Life	358.34	11/15/2015 To 11/30/2015 - Colonial Life Pretax; 11/15/2015 To 11/30/2015 - Colonial Life-aftertax
4800	12/05/2015	Payroll	7	34301	NW Admin. Transfer Acct.	9,221.10	11/15/2015 To 11/30/2015 - NW Administrator
4801	12/05/2015	Payroll	7	34302	Teamsters Local Union # 839	351.00	11/15/2015 To 11/30/2015 - Union # 839
4802	12/05/2015	Payroll	7	34303	WSECU	275.00	11/30/2015 To 11/30/2015 - WSECU
						77,662.54	001 General Fund
						3,134.05	101 Street
						11,991.71	401 Water Fund
						11,875.05	402 Sewer Fund
						2,882.44	403 Solid Waste Fund
						107,545.79	107,545.79 Payroll:

WE, the members of the City Council of the City of Connell, Washington, DO HEREBY certify that the merchandise or services listed above have been received and that the above listed vouchers and the related checks have been reviewed and approved for payment by the City of Connell Council. DATED this _____ day of _____ 2015.

ATTEST:

Councilmember

Councilmember

Mayor

Finance Director



MEMORANDUM

DATE: DECEMBER 3, 2015
TO: MAYOR BLACKWELL & CITY COUNCIL
FROM: JED CROWTHER, CITY ADMINISTRATOR
RE: Public Hearing – 2016 Final Budget

The City budget process is proceeding in order to finish – and to adopt the 2016 Final City Budget. The Final Budget Hearing is Monday, December 7, as advertised.

First, the budget should ideally begin with a positive view of the value of city services provided. We have made good strides in providing quality service and improving our focus and commitment. Budgeting also requires realistic allocation of resources, by acknowledging limits and constraints. To repeat a budget quote by Mike Bailey: “We can do anything we want – we just can’t do it all”.

The Preliminary 2016 Budget and Budget Message were presented early-on in our public process. From the first overview, we clearly made known substantial budgetary constraints in General Fund. We specifically sought input for City Council priorities, in order to manage the projected shortfall, because we cannot fund everything in the preliminary budget.

Expenditures were scrutinized and cuts were considered within the context of our main priorities. As a safeguard, city policies require that we maintain certain minimum levels in reserve accounts. This proven approach anchors us to core financial principles, and allows us to tailor what we do – to the resources that are available.

With limited city resources, it is always a challenge to budget wisely and to prepare for the future. It takes discipline to focus on the things that matter most, and we have to forego some good things. Choosing priorities doesn’t mean that we don’t value current level of services; it means we select what is most important. This is the right way to balance our budget and to live within our means.

By evaluating the data, it became obvious that we needed to re-adjust our focus. For the pool, we’ve done our best to offer a solution – not just speak to the problem – and to find a better way. Please review: Pool Fact Sheet, Budget & Pool Update and Special Budget Pool Meeting Notes; YMCA & Canfield correspondence for operational efficiency and MRSC guidance for fundraising.

To re-center the conversation again; the question isn’t if the pool is fun – but rather – how to fund it. No different than the long-standing tradition of Camp Wooten – but without finances to continue.

For our budget, we’ve moved from the ‘first glance’ or ‘deer-in-the-headlights’ look – to choices. By this method, *wants* and *needs* are put into proper perspective, including pool funding challenges. Next steps are described which could be pursued, if deemed appropriate. Likewise, I scheduled a follow-up meeting with Franklin County Assessor to discuss options by Voter Proposition.

For budget structure, major items have already been addressed many times (by 16 public meetings). Refinements are fully incorporated from Mayor and City Council input, and from citizen feedback. We recognize that pool proponents might feel as if their comments were dismissed or disregarded; but rest assured, we conducted a thorough, correct process with ample opportunity for public input.

Most important, the City gave solid criteria for well-informed choices and well-reasoned decisions. This foundational pattern keeps us on track to adopt a balanced budget by year end.



SCOPE & SUMMARY

The Connell Swimming Pool faces budgetary constraints which have been made known by the established city budget process. Preliminary budget projections were presented; with known upcoming increases, anticipated expenditures and receipts, together with projected needs by each department. Since then, city staff met to sharpen cost allocations. As a result, improvement was noted but with the need for cost recovery.

1. *What is the yearly pool operational cost?*

For 2016, the current cost estimate to operate the pool is \$102,000. This includes water, chemicals, insurance, and staffing. Public Works provides service to monitor temperature and chlorine levels. Pool staff includes management and lifeguards to provide safety and security. City Finance staff monitor scheduling, track revenue and expenditures, and allocate resources.

2. *How do revenues compare? What is the financial impact? Why the surprise now?*

Pool revenues have trended at approximately \$18,000 – resulting in a loss of \$84,000 per year. While the magnitude of loss to operate the pool has been noted for many years, this amenity has typically been subsidized by dipping into reserve or savings accounts. Lower interest received on investments, because of the economic downturn, has severely lessened amounts available for general fund purposes, such as the pool.

3. *Didn't Proposition #1 fund the pool?*

Proposition #1 adds approximately \$59,000 per year to the overall Parks and Recreation budget. This revenue is a valuable tool – approved by voters to augment resources – but by comparison to operating costs, it is not enough to fund pool operations.

4. *Why can't the city cut in other areas to support the pool?*

Services were evaluated on the basis of priority. Key responsibilities were retained and better efficiency sought, but to continue the pool at a loss would divert resources and staffing.

5. *What about better operational efficiency? Or promotions and sponsorships?*

In 2015, the city implemented increased daily pool fees and reduced overall seasonal hours. Increased promotions and sponsorships occurred, but the pool still operates at substantial loss. Connell is isolated from other population centers, so better promotion only brings limited results. Corporate or business sponsorships are a possibility, but would need to be extremely generous. YMCA expressed an interest to evaluate potential support.

6. *How many people use the pool? What is the basic cost structure?*

In 2015, average daily attendance was 111, open 65 days, at a cost of \$3 per person.

7. *What other funding alternatives by voter proposition are there?*

- Another Levy Lid Lift – The maximum amount would only generate \$25,075 more.
- Create Pool/Park District – Adds challenging administrative requirements and Board.
- Increase Utility Tax – Appears to be the most viable, if with community support.

8. *How would the City justify a change in traditional operation of the pool?*

We recognize that many decades of advocacy and dedication have been devoted to the pool. Sound financial management and effective stewardship points to realistic long-term solutions. The City has limited resources and can't sustain higher costs. It is appropriate to evaluate and select the best path. Our goal is to provide a well-informed choice and a well-reasoned decision.



NOVEMBER 23, 2015

BUDGET & POOL UPDATE

BY JED CROWTHER

BACKGROUND

The Connell Pool is an important community resource and we value feedback to share concerns. Our desire is to take into account conflicting viewpoints and to measure this matter on its merit. My role is to provide objective review, outline correct process, and recommend action. To begin, the pool must be considered within the context of our budget – not merely by community benefit.

BUDGET

The City was forthright and pro-active to make budget concerns known, as Preliminary Budget identified a projected shortfall of \$281,000 in General Fund. Strategies were discussed openly. We scrutinized expenses and gauged choices and impact. Budgeting was taught in simple terms; by the need to live within our means, and that we can't spend what we don't have.

PRIORITIES

Mayor Blackwell proposed his basic order of priorities at the Town Hall workshop on Oct 12. We invited City Council to choose cuts in General Fund and set an expectation for cost recovery. We made it clear that to maintain Pool/Park & Rec at current levels would divert vital resources.

REDUCTIONS

Elected officials weighed impact of potential cuts by inquiring into real effect to each department. Reduction in staff would result in reduced level of services and take away from primary functions. To manage effectively, and to serve residents, it is unwise to cut essential positions.

FUNDING

The *financial* viewpoint caused us to take a hard look at the pool, described in Pool Fact Sheet. For this reason, funding sources such as creating a Pool District or running another Levy Lid Lift were explained to provide a dedicated funding source that could more fully support the pool. YMCA and Canfield provided insight to realistically evaluate pool use.

PETITION

We value input by citizens who organized a petition to seek creative ways to keep the pool open. We acknowledge the *community benefit* view; but to be viable, a better funding model is needed. Perhaps the best solution is to focus the energy to "save" the pool – into a better way to "fund" it. The City is not against the pool – but this luxury comes at a price.

CAPITAL

Keep in mind that the bigger challenge is much more than the immediate, yearly operational cost. The pool was built in 1976, refurbished in 1995, and will surely need capital replacement/repair. Many other cities faced similar problems and had to close their pools or garner solid support.

STRUCTURE

If we don't solve the fundamental problem; who is going to lose their job to keep the pool afloat? And next year? And the year after that?

BUDGET RECOMMENDATION

1. Stay the course and adopt a balanced budget.
2. Don't duplicate or repeat budget work already performed.
3. Recognize budgetary constraints and overall, long-term impacts.
4. If and when pool funding is achieved, amend the budget.
5. Continue to seek realistic options for sustainable funding.

Jed Crowther

From: Jed Crowther
Sent: Tuesday, November 24, 2015 2:25 PM
To: 'Steve Howland'
Subject: RE: Connell Pool Update

Steve,

Thank you, no problem, we appreciate thoughtful review and further consideration next week.

Thank you,

Jed Crowther
City Administrator
CITY OF CONNELL

From: Steve Howland [<mailto:steve@ymcatricities.org>]
Sent: Tuesday, November 24, 2015 2:19 PM
To: Jed Crowther
Subject: Re: Connell Pool Update

Hi Jed,

I'm unable to come up tonight. The snow pushed back a follow up meeting with my staff team, at this point I would have a chance to touch base with them until next week.

As soon as I can I will be in touch with you.

Steve

On Nov 23, 2015, at 5:09 PM, Jed Crowther <jcrowther@connellwa.org> wrote:

Steve,

Please review attached update, posted on the City of Connell website this morning. Hopefully, this update adds depth and direction.

Our intent isn't to dampen enthusiasm for the pool, but for all parties to be well-informed in how to proceed with our budget challenges; and then to develop a plan for the future.

For funding solutions, this could take the shape of a community rally to help fund the pool through the 2016 season; and to prepare a voter proposition for Nov 2016, in order to fund for 2017 and beyond.

We have a Council meeting tomorrow night at 6 p.m. at the Connell Community Center. You are welcome to attend, or to submit your interest in collaborative efforts.

Thank you,

Jed Crowther
City Administrator
CITY OF CONNELL

<Budget & Pool Update 11-23-2015.pdf>

Jed Crowther

From: Jed Crowther
Sent: Wednesday, November 18, 2015 10:30 AM
To: 'steve@ymcatricities.org'
Subject: Connell Pool Info, 1 of 3
Attachments: POOL Fact Sheet 11-6-2015.pdf; Pool Schedule & Fees 2015, 5-1-15.xlsx; Pool Data 2015 vs 2014.xlsx; Pool Inflatable - Lane Rope Anchoring Diagram.pdf; Tech_Foxtrot.pdf

Steve,

Thanks so much for meeting yesterday and assembling your full team to discuss solutions.

Please review attached info – and feel free to forward as needed.

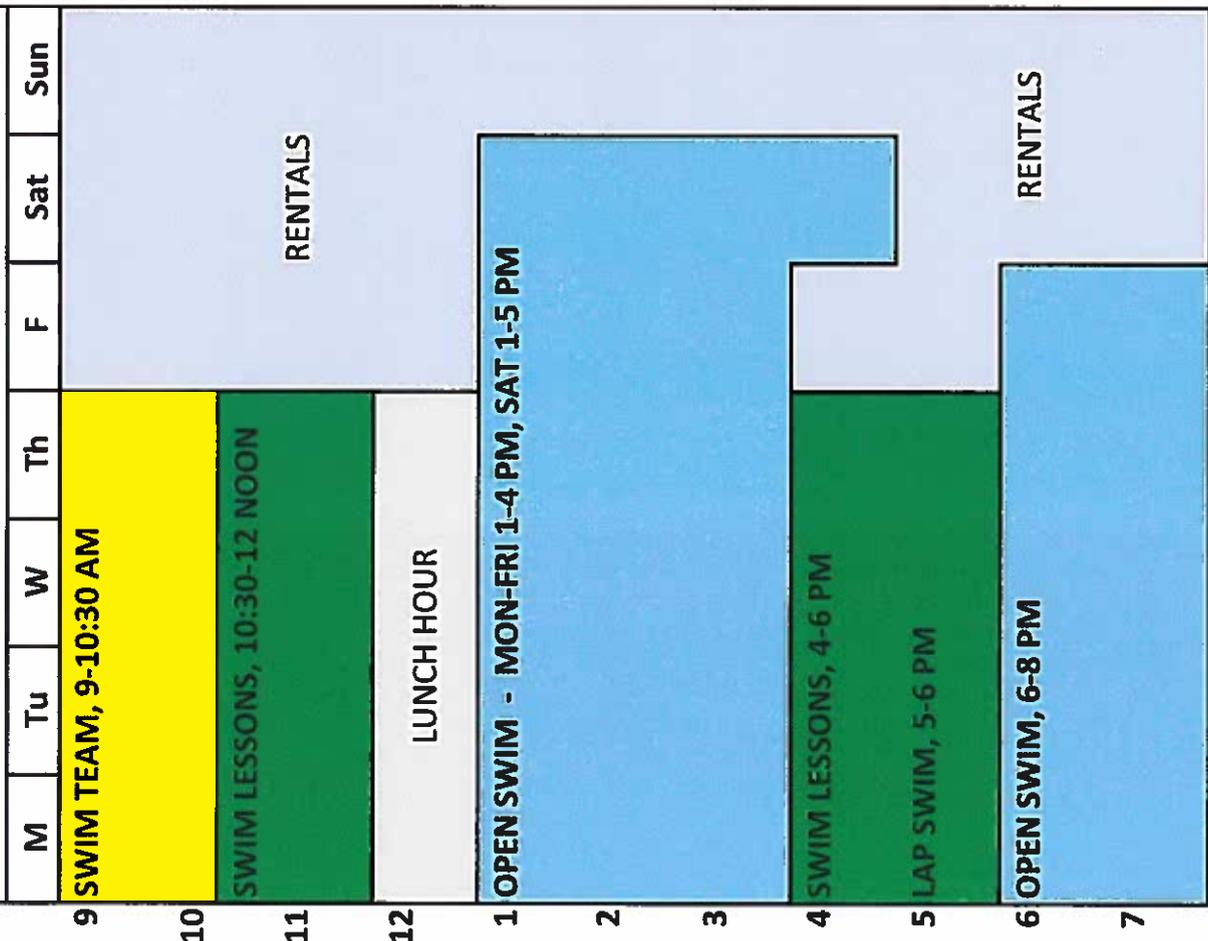
I will send photos in another email (*large file*). Plus the email I briefly referred to yesterday; for operational strategy brainstorming with Canfield.

I welcome your interest and involvement and collaboration.

Thank you,

Jed Crowther
City Administrator
CITY of CONNELL
1-509-234-2701

CONNELL POOL SCHEDULE 2015



CONNELL POOL FEES 2015

	DAILY PER SESSION ADMISSION	JUNE 1 FEES	EARLY RATES
CHILD, 0-4 Accompanied by paying adult	NO CHARGE		
ALL OTHER PATRONS, AGE 5+	\$3.00		
SEASON PASSES			
FAMILY PASS (UP TO 7)		June 1+ \$125.00	\$90.00
INDIVIDUAL PASS		\$60.00	\$45.00
SENIOR INDIVIDUAL PASS (55+)		\$45.00	\$35.00
PUNCH CARD PASS (10 SESSIONS)			
		\$30.00	\$25.00
SWIM TEAM			
		\$30.00	
SWIM LESSONS			
		\$30.00	
POOL RENTALS (Per hour; 2 hour minimum)			
50 people (3 - Lifeguards)		\$90.00	
75 people (4 - Lifeguards)		\$120.00	
100 people (5 - Lifeguards)		\$150.00	

Slides not included in Pool Rental Fees. Additional Slide Rental Fee is \$30.00 per hour with a 2-hour minimum rental.

From: Mark Sherwood
Sent: Monday, November 16, 2015 10:30 AM
To: Jed Crowther
Subject: RE: Connell Pool - Lifeguard Stations
Attachments: City of Ephrata splash zone 2015 Pricing.doc; City of Quincy 2015 Aquatic Center Pricing.doc

Jed,

After reviewing the email and the attachment I have discussed various options with others here in the office and doing a little research here are my suggestions or opinions:

The only way we could recommend reducing the number of lifeguards would be to eliminate a section such as your suggestion of closing the slides for certain days or times during the day to reduce up to two positions. In talking to the park and recreation director at the City of Quincy he stated they do during August shut down a couple of their slides due to lifeguards who play fall sports for the High School. Maybe the City looks at only having them open on Friday and Saturdays? I also felt like your prices were too low even though they have been raised this year. I have attached two pages which are the Cities of Quincy and Ephrata 2015 pricing lists. These are fairly close to Connell's populations, though I know they are a little bigger. Bringing your rates up closer to these two cities could increase revenue between \$20K to \$25K a year potentially. Though this does not get you into the black, it does make it a little better.

I will continue to think this over and if I come up with something I will let you know.

Respectfully,

Mark



Mark Sherwood, ARM-P
Risk Manager/CIAW/WRCIP
Risk Management Department
Tel: 509.754.2027 Ext 226
Fax: 509.754.3406
Email: MSherwood@chooseclear.com

From: Jed Crowther
Sent: Thursday, November 12, 2015 11:04 AM
To: Mark Sherwood
Subject: Connell Pool - Lifeguard Stations

Mark,

Thanks for visiting about pool safety and lifeguard staffing. Our design is an 8-person rotation (*attached*). We certainly don't want to compromise safety, but need to consider ways to manage more efficiently.

For example, the big slides aren't used very much. Could we heighten interest and participation – and reduce costs – by only having the big slides open on certain days or times? If so, the result to operating expense could be to pay two less lifeguard salaries during the “off-time” for the big slides, and keep guards engaged and productive. However, some feedback was also received of the expectation to have the big slides open whenever the pool is open.

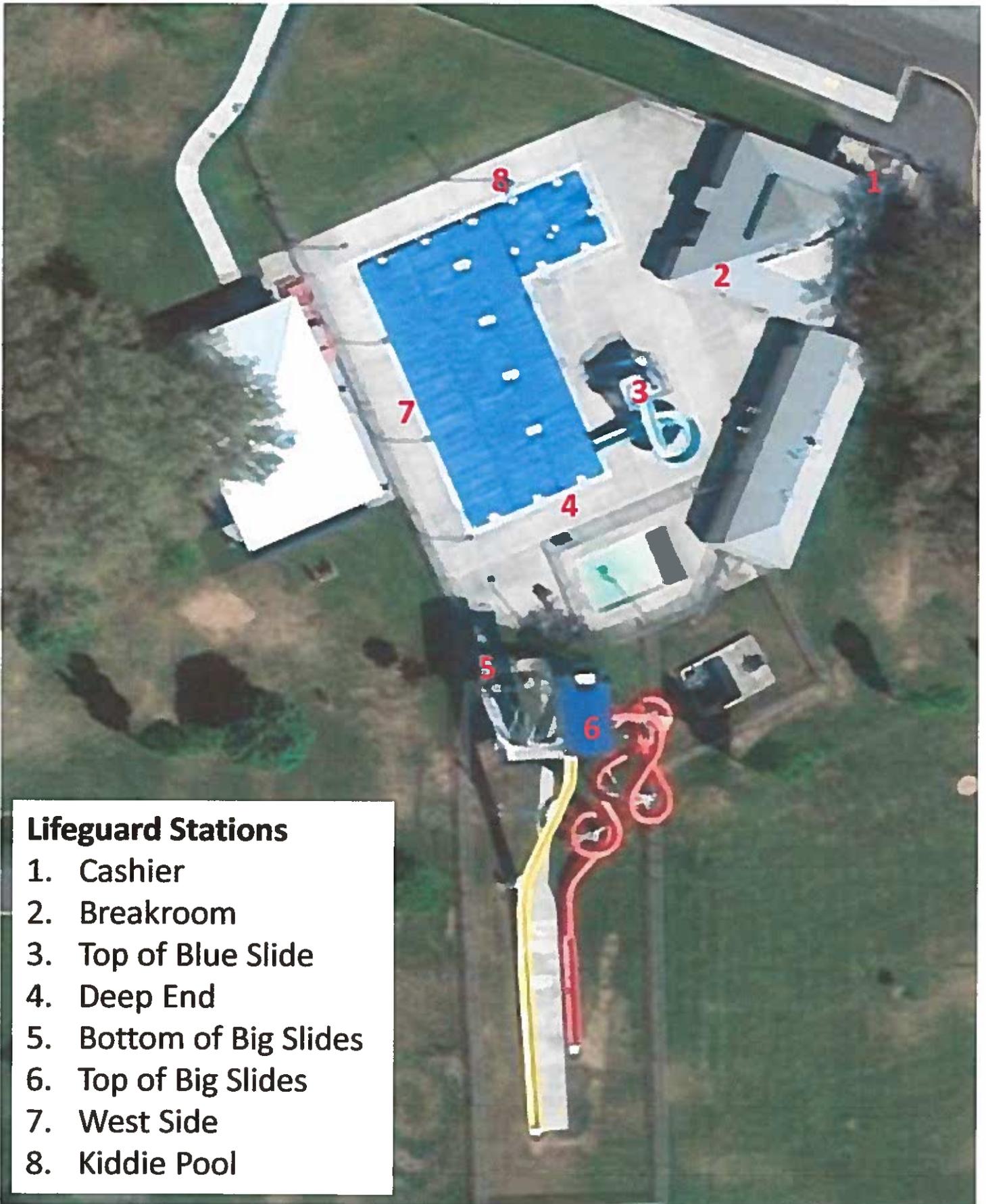
We recognize that there are certain limitations to down-size too much; especially to assure proper vision to monitor all areas adequately. Could we reduce staffing when attendance is low? For example, last year, the data demonstrated only 1-3 people during lap swim, and accordingly we eliminated that special session.

We welcome and appreciate your review from a safety and operational perspective. If any questions, please let us know.

Thank you,

Jed Crowther
City Administrator
CITY OF CONNELL

CITY OF CONNELL POOL



Lifeguard Stations

1. Cashier
2. Breakroom
3. Top of Blue Slide
4. Deep End
5. Bottom of Big Slides
6. Top of Big Slides
7. West Side
8. Kiddie Pool

Jed Crowther

From: Paul Sullivan <psullivan@mrsc.org>
Sent: Wednesday, November 25, 2015 8:09 AM
To: Jed Crowther
Subject: Issues regarding donations for pool

You provide the following information and questions: Background: Our city swimming pool faces budgetary constraints for continued operation. For long-term funding (2017 and beyond), we are considering pursuing dedicated funding sources by voter proposition in Nov 2016, including one of the following: 1. Another Levy Lid Lift. 2. Create Pool/Park District. 3. Increase Utility Tax. The City is aware of MRSC guidance given regarding: Use of Public Facilities to Support or Oppose Ballot Propositions. Question In the near-term (2016 swim season), if a volunteer-led community rally is undertaken to solicit pledges or donations, are there specific requirements; such as forming a non-profit 501 (c) 3 or certain finance recording and gathering procedures? Or forming a Pool Foundation? May a local pool support group use resources such as GoFundMe to solicit contributions? Direct city involvement in a fundraising or recruitment effort would likely be minimal until funding targets are reached; with the individual donations routed through the support group first.

You are correct, if the local organization wishes to solicit funds to help fund the pool, it likely will need to acquire [a 501\(c\)\(3\) status](#). 501(c(3)) status may be important since many who want to contribute want their contributions to be tax deductible. See [IRS Publication 17, part 24](#). The organization may also need to [register with the Washington Secretary of State's office](#) as a charity (however, if the organization obtains less than \$50,000 in a year, registration is not required). Reference will have to be made to both federal and state regulations to determine what and how contributions are to be recorded/reported. Some cities have regulations regarding charitable solicitations and a few even require a local license to engage in activities. See, e.g., Kirkland [Donation and Sharing Program](#).

There are many organizations across the state that help fund city programs. In my experience most are formed to help libraries (Friends of the Library) or public safety programs (such as a volunteer fire department).

Could the local group use [GoFundMe](#)? I don't know much about that program but, what I have been able to learn, the organization should be able to do so.

If funding is sought through a ballot proposition, the city's involvement would certainly be restricted. City assets and employee time cannot be used to support or oppose ballot issues. (A city can, of course, provide factual information regarding a proposal, and the council, by falling certain steps, can pass a resolution in support of a levy.). See RCW 42.17A.555.

Could the city otherwise engage in fund-raising efforts? I believe it could. Some cities have fairly elaborate programs to obtain contributions from businesses and citizens to help fund their activities. That is certainly true, in my experience, for programs designed to help fund parks programs.

Just one word of warning, the questions you ask regarding 501(c)(3) status and the use of GoFundMe are really questions that will need to be reviewed and handled by those who wish to form the organization. While the city certainly can benefit from such an organization, the organization founders will be responsible for the steps to create the organization. I suppose that city officials and employees on their own time could offer assistance, but creation of a private/public charity is a private concern.

Paul Sullivan

Legal Consultant

206.436-3797 | [MRSC.org](#) | Local Government Success



MEMORANDUM

DATE: DECEMBER 7, 2015
TO: MAYOR AND COUNCILMEMBERS
FROM: JED CROWTHER, CITY ADMINISTRATOR
RE: ORDINANCE NO. 961-2015 – ADOPTING THE 2016 BUDGET

The City's 2016 Final Budget is presented to Council for consideration and adoption. State law requires the legislative body to adopt the budget no later than December 31st. The Council has held the required number and types of public hearings related to the budget, and adopted an employee salary resolution and property tax levy ordinance for 2016.

OPTIONS: 1) Move to approve Ordinance No. 961-2015 adopting the 2016 Budget for the City of Connell; 2) Do not approve Ordinance No. 961-2015; 3) Defer action to a date not later than December 31, 2015.

RECOMMENDATION: Approve Ordinance No. 961-2015

CITY OF CONNELL, WASHINGTON

ORDINANCE NO. 961-2015

AN ORDINANCE OF THE CITY OF CONNELL, WASHINGTON, ADOPTING THE ANNUAL BUDGET OF THE CITY OF CONNELL FOR THE 2016 FISCAL YEAR IN THE TOTAL AMOUNT OF \$13,190,150.00 FOR THE VARIOUS FUNDS COMBINED.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CONNELL AS FOLLOWS:

SECTION 1. The annual budget for the City of Connell for the year 2016, and each and every item thereof as fixed and determined in the preliminary budget, as revised by the City Council, is hereby adopted. A copy of the detailed budget consisting of approximately 40 pages may be obtained from the Connell City Clerk during business hours. A summary of said budget is as follows:

FUND #	FUND TITLE	REVENUES	EXPENDITURES
001	General Fund	3,203,800.00	3,203,800.00
002	General Reserve Fund	1,167,700.00	1,167,700.00
101	Street Fund	1,837,700.00	1,837,700.00
104	Hotel/Motel Tax Fund	44,340.00	44,340.00
111	General Support Fund	979,230.00	979,230.00
300	Capital Facilities Fund	715,500.00	715,500.00
401	Water Utility Department Fund	2,399,920.00	2,399,920.00
402	Sewer Utility Department Fund	2,012,200.00	2,012,200.00
403	Solid Waste Fund	75,950.00	75,950.00
414	DWSRF Loan (CTED)	26,990.00	26,990.00
415	Water/Sewer Bond Reserve	245,440.00	245,440.00
416	Water/Sewer Bond Redemption	423,930.00	423,930.00
633	State Remittance Fund	57,450.00	57,450.00
	TOTAL	\$13,190,150.00	\$13,190,150.00

SECTION 2. The total of the estimated revenues and expenditures for the various funds combined of the City of Connell for the fiscal year ending December 31, 2016 are fixed at \$13,190,150.00.

SECTION 3. This ordinance shall be in force and effective five days following the date of its passage and publication in the official newspaper of the City.

PASSED by the City Council for the City of Connell, Washington, this _____ day of _____, 2015; and APPROVED by the Mayor this _____ day of _____, 2015.

ORDINANCE NO. 961-2015
ADOPTING THE 2016 BUDGET
Page 2.

Bruce Blackwell, Mayor

ATTEST:

Maria Peña, City Clerk-Treasurer

APPROVED AS TO FORM:

Dan F. Hultgrenn, City Attorney

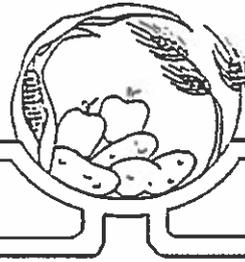
INTRODUCED: _____

ADOPTED: _____

APPROVED: _____

PUBLISHED: _____, 2015 in the Franklin County Graphic,

A COPY OF THIS ORDINANCE WAS SENT TO THE OFFICE OF THE STATE
AUDITOR ON THE _____ DAY OF _____, 2015.



MEMORANDUM

DATE: DECEMBER 3, 2015
TO: MAYOR BLACKWELL & CITY COUNCIL
FROM: JED CROWTHER, CITY ADMINISTRATOR
RE: Tree City USA

Tree City USA is a nationwide program which has gained membership from 86 cities in Washington. As a preview, materials are attached which describe program benefits and details.

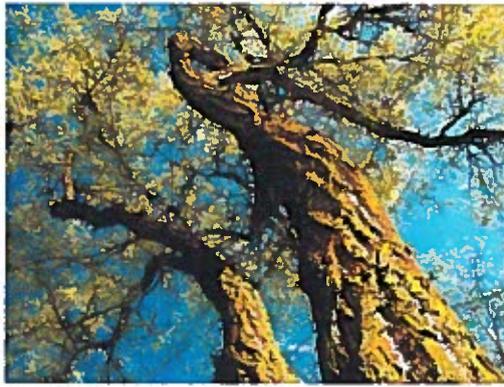
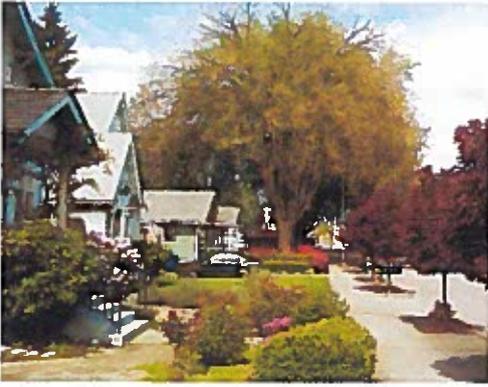
To be officially recognized and designated as a Tree City USA, four standards are required:

1. A Tree Board or Department
2. A Community Tree Ordinance
3. A Community Forestry Program with an Annual Budget of at Least \$2 Per Capita
4. An Arbor Day Observance and Proclamation

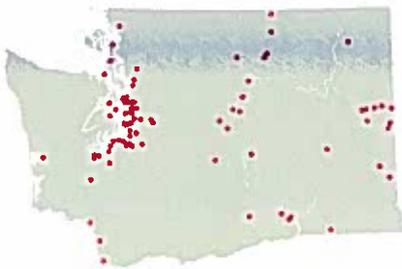
Garth Davis, Forestry Program Manager, Certified Arborist, gave useful guidance to begin a program. By virtue of management of our parks, we likely qualify with no further cash outlay/match required. One primary benefit of becoming a Tree City USA is being able to qualify to tap into Washington State Department of Natural Resources grant programs, especially the Community Forestry Tree Inventory Grant.

Ken Sellereite is leading local efforts for Tree City USA designation (*basic recruitment info attached*). For next step, he will meet on Wednesday with selected residents to serve on the Connell Tree Council and create a City Ordinance, specific for Connell.

We invited Ken to present to Council and we welcome preliminary discussion for City participation. For procedure: First, proper preparation and review of an Ordinance, then Council action to follow.



Become a Tree City USA



More than 80 cities and towns in Washington State are discovering the many benefits of being a Tree City USA.

ECONOMIC BENEFITS

- Creates more opportunities for grant funding.
- Defines the value of volunteer efforts.
- Promotes a community's investment in the future.
- Green infrastructure is good for business.

MANAGEMENT BENEFITS

- Creates a framework for managing trees and tree-related risks.
- Helps track associated activities and costs.
- Ensures consideration of trees during the development process
- Establishes ordinance language to guide decision-making.

COMMUNITY BENEFITS

- Improves community health, character and aesthetics.
- Boosts civic pride.
- Celebrates community accomplishments.
- Connects citizens with their community's trees.

“AS A TREE CITY USA, WE QUALIFIED FOR A GRANT TO REPLACE TREES THAT WERE TOPPLED BY A DEVASTATING WINDSTORM.”

MICHAEL SCHRAG
Ritzville Tree Committee
Chairman

“THE MAYOR AND CITY COUNCIL WANTED TO BE A TREE CITY USA TO PROMOTE OUR COMMITMENT TO PUBLIC HEALTH AND ENVIRONMENTAL SUSTAINABILITY.”

TERRY FLATLEY
Renton City Forester



 dnr.wa.gov/urbanforestry



Tree City Program

November 26, 2015

Greetings,

Thank you for agreeing to serve on the Connell Tree Council. I appreciate your willingness to help this community. I hope you will enjoy the experience, and find it worthwhile.

I would like to meet on Wednesday, December 9, at 3:00 at city hall. Our first job is to write a tree ordinance for the Tree City application. The meeting will only last an hour, so we will need to make every minute count.

In your packet, you will find –
Tree City USA Standards,
Community Tree Ordinance FACT Template,
Three sample ordinances.

Please take some time to study these documents, especially the three sample ordinances. We need to make these into our own. Think about a good way we can do this. I am open to suggestions. Our document doesn't have to be fancy; the simpler, the better.

If you can't attend the meeting, please contact me. We can reschedule if needed.

Thank you again for your help. I hope you will find this experience enjoyable.



Ken Sellereite
509-234-8606
509-430-3782
ksellereite@gmail.com



Tree City USA Standards

To qualify as a Tree City USA community, you must meet four standards established by the Arbor Day Foundation and the National Association of State Foresters. These standards were established to ensure that every qualifying community* would have a viable tree management program and that no community would be excluded because of size.

Four Standards for Tree City USA Recognition

Standard 1

A Tree Board or Department

Someone must be legally responsible for the care of all trees on city- or town-owned property. By delegating tree care decisions to a professional forester, arborist, city department, citizen-led tree board or some combination, city leaders determine who will perform necessary tree work. The public will also know who is accountable for decisions that impact community trees. Often, both professional staff and an advisory tree board are established, which is a good goal for most communities.

The formation of a tree board often stems from a group of citizens. In some cases a mayor or city officials have started the process. Either way, the benefits are immense. Involving residents and business owners creates wide awareness of what trees do for the community and provides broad support for better tree care.

Standard 2 | Standard 3 | Standard 4

A basic public tree care ordinance forms the foundation of a city's tree care program. It provides an opportunity to set good policy and back it with the force of law when necessary.

A key section of a qualifying ordinance is one that establishes the tree board or forestry department—or both—and gives one of them the responsibility for public tree care (as reflected in Standard 1). It should also assign the task of crafting and implementing a plan of work or for documenting annual tree care activities.

Ideally, the ordinance will also provide clear guidance for planting, maintaining and removing trees from streets, parks and other public spaces as well as activities that are required or prohibited. Beyond that, the ordinance should be flexible enough to fit the needs and circumstances of the particular community.

For tips and a checklist of important items to consider in writing or improving a tree ordinance, see Tree City USA Bulletin #9.

Standard 3

A Community Forestry Program With an Annual Budget of at Least \$2 Per Capita

City trees provide many benefits—clean air, clean water, shade and beauty to name a few—but they also require an investment to remain healthy and sustainable. By providing support at or above the \$2 per capita minimum, a community demonstrates its commitment to grow and tend these valuable public assets. Budgets and expenditures require planning and accountability, which are fundamental to the long-term health of the tree canopy and the Tree City USA program.

To meet this standard each year, the community must document at least \$2 per capita toward the planting, care and removal of city trees—and the planning efforts to make those things happen. At first this may seem like an impossible barrier to some communities. However, a little investigation usually reveals that more than this amount is already being spent on tree care. If not, this may signal serious neglect that will cost far more in the long run. In such a case, working toward Tree

City USA recognition can be used to reexamine the community's budget priorities and redirect funds to properly care for its tree resources before it is too late.

Standard 4

An Arbor Day Observance and Proclamation

An effective program for community trees would not be complete without an annual Arbor Day ceremony. Citizens join together to celebrate the benefits of community trees and the work accomplished to plant and maintain them. By passing and reciting an official Arbor Day proclamation, public officials demonstrate their support for the community tree program and complete the requirements for becoming a Tree City USA!

This is the least challenging—and probably most enjoyable—standard to meet. An Arbor Day celebration can be simple and brief or an all-day or all-week observation. It can include a tree planting event, tree care activities or an award ceremony that honors leading tree planters. For children, Arbor Day may be their only exposure to the green world or a springboard to discussions about the complex issue of environmental quality.

The benefits of Arbor Day go far beyond the shade and beauty of new trees for the next generation. Arbor Day is a golden opportunity for publicity and to educate homeowners about proper tree care. Utility companies can join in to promote planting small trees beneath power lines or being careful when digging. Fire prevention messaging can also be worked into the event, as can conservation education about soil erosion or the need to protect wildlife habitat.

[↑ back to top](#)

Tree City USA is an Arbor Day Foundation program in cooperation with:





City of Connell

EASTERN
WASHINGTON'S
HARVESTLAND

CITY ADMINISTRATOR REPORT

DATE: DECEMBER 3, 2015
TO: MAYOR & COUNCIL
FROM: JED CROWTHER
RE: PROJECT UPDATES

ARTWORK RE-SITING

Correspondence is attached relating to artwork re-siting, with Washington State Arts Commission. As noted, we are working through the process to re-install; with two primary sites identified.

HOUSING TRUST FUND GRANT AWARD

Washington State Department of Commerce recently announced results for Housing Trust Fund. Connell Family Housing, by Housing Authority of City of Pasco and Franklin County, received \$2 Million Grant Award, for 50-unit farmworker housing. In turn, this award will likely leverage approval of our CERB \$200,000 application to build the street within the development.

HERITAGE MUSEUM GRANT RESULTS

Grant results were received from Three Rivers Community Foundation (*see attached letter*). Although Connell Heritage Museum wasn't chosen, it received accolades as "a great project".

RE: Artwork

Jed Crowther

From: Huber, Janae (ARTS) <Janae.Huber@arts.wa.gov>
Sent: Friday, November 06, 2015 5:11 PM
To: Jed Crowther
Subject: RE: Connell Artwork Re-Siting Proposal

Hi Jed –

My thanks to you for your quick action in the case of the Post Master's hasty removal of the artwork. I will check in with Tom's studio on Monday to discuss the issue and will share the images and information you have sent.

As I mentioned on the phone, I remain concerned about the Post Master's removal of the artwork without constructive working methods. More to come.

Janae

From: Jed Crowther [mailto:jcrowther@connellwa.org]
Sent: Friday, November 06, 2015 3:40 PM
To: Huber, Janae (ARTS)
Subject: Connell Artwork Re-Siting Proposal

Janae,

Thanks for visiting by phone yesterday regarding next steps. We have identified a truly fabulous site to relocate the artwork; a 1902 structure which housed the original Post Office in Connell. We trust that this site will assure consistency with the theme developed by the artist, Tom Otterness. Likewise, it will sync with his other artwork up and down Columbia Avenue.

Please see attached a letter from the current owner of the original Post Office building; excited to have the artwork installed there. Our Public Works staff is fully capable to install the four mounting bolts to specifications, for the artwork to be put back into use for public enjoyment.

Site photos are attached to demonstrate potential placement on public property, on the sidewalk, against the original Post Office building. I am most certain that these photos will invoke fond memories of Connell for Tom.

As you will see, there is plenty of clearance for passage by pedestrians, and placement options which will showcase the artwork exceptionally well. Please forward our request to Tom so that we may get the artwork re-installed in a timely manner. If you have any questions, please let me know.

An alternative is to position the artwork west of the current Post Office along the sidewalk, but since it recently wasn't welcomed there, it might be time for the Frog Prince to jump to the original historical location!

Thank you,

Jed Crowther
City Administrator
CITY OF CONNELL
1-509-234-2701

From: Jed Crowther
Sent: Tuesday, November 03, 2015 1:28 PM

To: 'Janae.Huber@arts.wa.gov'

Subject: RE: request to relocate a piece of artwork

Janae,

Good afternoon! I left a voice message late yesterday and want to follow up in writing.

We appreciate the information you provided in July for artwork re-siting process. By this background, the City was prepared to take further process steps as needed, in the event that re-siting was actually required.

Likewise, for historical perspective, I reviewed older information which verified proper original placement of the artwork, within the city right-of-way, including notification to Elida Fernandez, Connell Post Master in 2008. Postal officials did not challenge placement at that time; in fact, they welcomed, appreciated, and valued it.

In July 2015, Mayor Blackwell received a verbal complaint by Randy Rogers, Connell Post Master, of perceived risks of their window being next to the artwork tables. However, this initial concern did not advance to "imminent harm or hazard" level. Nor was it deemed critical to proceed through the re-siting process.

For this reason, it was a surprise yesterday as the Mayor received a "courtesy" phone call at 11:30 am; that Federal postal workers were coming within 30 minutes to remove the tables, by their authority governing postal facilities. The mounting brackets for the tables were cut loose around noon, with many patrons coming and going.

Despite the conflict, we weathered this storm admirably. On short notice, City Public Works staff safely secured the tables and artwork. The tables were removed, with artwork totally intact and undisturbed, and kept safe.

We trust that this explanation fully complies with contract provisions, including:

1. Notification "...as promptly as practicable under the circumstances." (*Section 21, Changes After Acceptance of Work, Section G, Removal for Imminent Harm or Hazard*).
2. Conflicting adjoining use "...or other modification by reason of its removal from or significant changes to that location." (*Section J, Integrated Artwork*).

For next step, alternate placement is now proposed about only 30' to the west, in the city right-of-way, on the sidewalk, according to established design specifications. This location allows:

- Consistency with the artist's post office theme.
- Excellent visibility and safety.
- Continued value and appreciation by citizens and visitors.

With your review and approval, re-positioning placement will occur in a timely manner, according to specifications. Please expedite so that we may continue to enjoy this artwork in our community. If you have any questions or need further clarification, please let me know.

Thank you,

Jed Crowther
City Administrator
CITY OF CONNELL
1-509-234-2701



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State awards \$50.1 million for affordable housing projects

12/03/2015

Funds will support 1,249 units of affordable housing and 120 seasonal farmworker beds for low-income people

OLYMPIA, WA – The Washington State Department of Commerce today awarded \$47.5 million in loans and grants from the state Housing Trust Fund and \$2.6 million from the federal HOME program for 36 affordable housing projects in 26 counties across the state.

These projects will provide a total of 1,249 units of affordable housing for low-income people, including people with chronic mental illnesses, homeless families with children, people with disabilities, veterans, homeless youth, farmworkers, seniors, and first time homebuyers. An additional 120 seasonal farmworker beds will be provided to support Washington's robust agricultural industry, and the farmworkers who make it possible.

Approximately eight out of 10 of the units will serve households at 50 percent of area median income or lower. All units must remain affordable to the target populations for 40 years.

"This investment helps to address the affordable housing crisis in Washington State that threatens to push people into homelessness and strains our safety net, our economy, our schools, and our hospitals," said Commerce Director Brian Bonlender. "The nearly quarter billion dollars in leveraged public and private funding will also support construction jobs in communities across the state."

The state's capital budget investment will leverage an estimated \$234 million from other sources – approximately \$4.50 for every \$1 from the Housing Trust Fund. Matching funds come from Low Income Housing Tax Credits, private investors, and other public sources.

The Housing Trust Fund supports community efforts to ensure the availability of safe, decent, and affordable housing by providing loans and grants for construction, acquisition, and rehabilitation of low-income multi-family and single-family housing. Since 1989, the Housing Trust Fund has increased or improved the stock of affordable housing in Washington by more than 44,000 units and has invested \$1 billion toward new and improved housing, leveraging more than \$3 billion in private and public sector support.

[Details on individual projects and awards](#)

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About Commerce

State of Washington Housing Trust Fund 2015 Funding Round Awarded Projects

Applicant Name	Project Name	County	Target Populations*	Units	HTF Award
Auburn Youth Resources	Arcadia Auburn	King	HY	27	\$ 1,211,400
Bellwether Housing	University District Apartments	King	HwC,G	53	\$ 2,500,000
Blue Mountain Action Council	Walla Walla Community Teen Center, Emergency Shelter Component	Walla Walla	HY	6	\$ 435,000
Capitol Hill Housing	Liberty Bank Building	King	V,G	115	\$ 1,000,000
Catholic Charities Housing Services-Diocese of Yakima	Prosser Senior Housing	Benton	Dis,S	61	\$ 2,618,500
Catholic Housing Services of Eastern Washington	Father Bach Haven III	Spokane	Dis,V,G	51	\$ 1,771,750
Catholic Housing Services of Eastern Washington	Valley Homeless Families	Spokane	G,HwC	52	\$ 2,000,000
Community Frameworks	East Sprague Revitalization	Spokane	Dis,G,HwC	36	\$ 1,200,000
Downtown Emergency Service Center (DESC)	Estelle Supportive Housing	King	CMI,Dis	91	\$ 2,500,000
Foundation For the Challenged	FFC Homes X	Clark, Cowlitz, Lewis, Thurston, Pierce	Dis	23	\$ 2,642,200
Friends of Youth	New Ground Sand Point	King	HY	7	\$ 276,789
Housing Authority of Pasco and Franklin County	Connell Family Housing	Franklin	FW-P	50	\$ 2,000,000
Housing Authority of Snohomish County	Glenwood Apartments	Snohomish	Dis,S	46	\$ 1,500,000
Housing Authority of Walla Walla	Linden Place	Walla Walla	Dis,V,S	31	\$ 2,965,000
Mercy Housing Northwest	Eleanor Apartments	Whatcom	Dis,S	80	\$ 2,800,000
Next Step Housing	The Chalet Apartments	Yakima	Dis,V,G	78	\$ 3,000,000
Parkview Services	Parkview Homes XII	King	Dis	6	\$ 401,000
Peninsula Housing Authority	Mt Angeles View - Phase I	Clallam	HwC,Dis,G	63	\$ 3,000,000
Red Vines 1 / Imagine Housing	Totem Lake Phase II - Senior	King	S	91	\$ 3,000,000
Reliable Enterprises	Reliable Homes	Lewis	CMI,Dis,V	36	\$ 1,548,205
Second Step Housing	The Meadows	Clark	CMI,HwC,HY,Dis,V,G	30	\$ 2,049,628
SouthEast Effective Development (SEED)	Rainier Court Phase IV	King	Dis,S	97	\$ 2,500,000
Washington Growers League	WGL Mattawa	Grant	FW-S	120	\$ 3,000,000
YouthCare	Pathways and Passages Sand Point	King	HY	19	\$ 535,413

State of Washington Housing Trust Fund 2015 Funding Round Awarded Projects

Applicant Name	Project Name	County	Target Populations*	Units	HTF Award
ARC of Spokane	Homeownership Opportunities Program	Spokane, Stevens, Ferry, Pend Oreille, Lincoln, Whitman, Adams	HO	17	\$ 403,264
Catholic Charities Housing Services-Diocese of Yakima	South Hill Park Homes Sunnyside	Yakima	HO	10	\$ 100,000
Columbia Valley Housing Association	CVHA Homeownership IV	Chelan,Douglas	HO	8	\$ 258,667
Habitat for Humanity Kitsap County	Harris Court Neighborhood	Kitsap	HO	7	\$ 420,000
Habitat for Humanity Seattle/South King County	La Fortuna	King	HO	9	\$ 450,000
Habitat for Humanity South Puget Sound	Deyoe Vista (was Wood's Glen)	Thurston	HO	8	\$ 400,000
Habitat for Humanity Spokane	Hope Meadows	Spokane	HO	10	\$ 300,000
Habitat for Humanity Tacoma	Swan Creek	Pierce	HO	4	\$ 200,000
HomeSight	Greenbridge	King	HO	6	\$ 244,800
Kulshan Community Land Trust	HomeOwnership....Seniors and Veterans Project	Whatcom,Skagit	HO	10	\$ 300,000
Parkview Services	Parkview Homeownership 8	King	HO	6	\$ 300,000
San Juan Community Home Trust	Sun Rise Phase 2	San Juan	HO	5	\$ 250,000
TOTALS				1,369	\$ 50,081,616

* Legislatively required target populations:

CMI = People with chronic mental illness

Dis = People with disabilities

HwC = Homeless families with children

V = Veterans

HY = Homeless youth

FW-P = Farmworker homes

FW-S= Farmworker seasonal beds

S = Seniors

HO = Homeownership

G = Other low-income and special needs populations



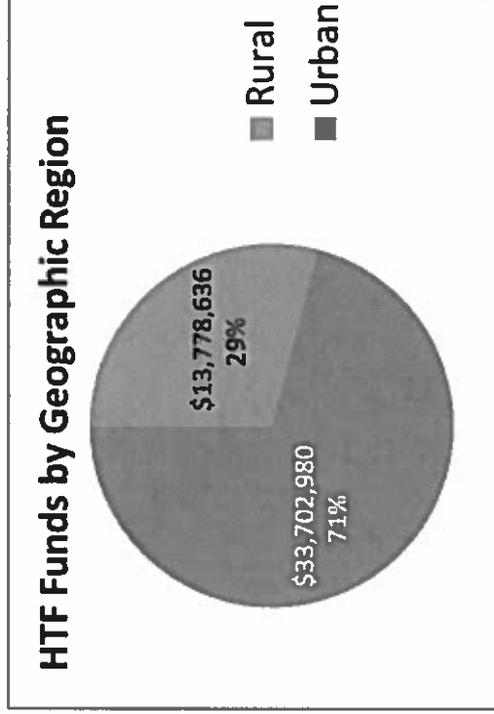
Project award includes HOME funds

State of Washington Housing Trust Fund 2015 Funding Round Summary Data

Legislative Category	Awarded Units	Legislative Target	Awarded/Target	Units Needed in 2016
People with chronic mental illness	99	281	35%	182
Homeless families with children	78	529	15%	451
People with disabilities	202	320	63%	118
Veterans	47	80	59%	33
Homeless youth	61	200	31%	139
Farmworker homes	49	176	28%	127
Farmworker seasonal beds	120	500	24%	380
Seniors	299	200	150%	0
Homeownership	100	100	100%	0
Other low-income & special needs populations	314	n/a	n/a	n/a
TOTAL	1,369	2,400*	57%	1,430

*The legislative category units add up to 2,386, however, the proviso requires an overall minimum of 1,900 homes and 500 seasonal beds.

Housing Trust Fund	Dollars
Legislative HTF Allocation	\$71,875,000
Ultra-Efficiency Program Demo	\$2,500,000
Awarded in 2015	\$47,481,616
Total HTF Funds Available in 2016	\$26,893,384





November 30, 2015

Jeff Crowther
Connell Heritage Museum
P O Box 1200
Connell, WA 99326

Dear Jeff:

In reply to your grant application to the Three Rivers Community Foundation, while we wish you success we must decline the opportunity to fund your organization.

We have a limited amount of awards to contribute toward grant applications, and this year we received more requests than ever before. It was a difficult decision among many quality candidates. Declining your request in no way dismisses the value of your organization.

We appreciate your interest in the Three Rivers Community Foundation. The community is fortunate that you are working so hard to improve the quality of life in our area.

Sincerely,

A handwritten signature in blue ink, appearing to read "CA Green".

Carrie A. Green
Executive Director

You have a great project + we have no doubt you will be successful!