

**WALLA WALLA CITY COUNCIL**  
**Work Session Minutes**  
**November 18, 2013**

**1. CALL TO ORDER**

City Clerk Hill called the meeting to order at 3:30 p.m.

Present: Councilmembers Barbara Clark, Jerry Cummins, Mary Lou Jenkins, Shane Laib, and Chris Plucker. (Councilmember Laib arrived at 3:50 p.m.)

Absent: Councilmember Conrado Cavazos, Jr. and Mayor Jim Barrow.

City staff in attendance: City Manager Nabel Shawa, Deputy City Manager Tim McCarty, Public Works Director Ki Bealey, Public Library Director Beth Hudson, Finance Manager Jean Teasdale, Technology Services Manager Vikki Peterson-Rea, and City Clerk Kammy Hill.

**2. ACTIVE AGENDA**

- A. Demonstration of Open Town Hall program by PeakDemocracy.com.

City Clerk Hill introduced Mike Cohen, participating by conference call, from PeakDemocracy.com who provided a web-demonstration of their "Open Town Hall" program. Mr. Cohen answered questions about their program.

- B. Review of 2014 modification to the 2013-2014 biennium budget.

Deputy City Manager McCarty provided an in-depth review of the proposed modifications for 2014 of the 2013-2014 biennium budget including:

- General property tax levy trends 1996 to 2014.
- Utility business & occupation tax revenue trend 2004 to 2014.
- General sales tax trend 2005 to 2014.
- General fund revenue and expense trend 2006 to 2014.
- General fund total annual revenue losses.
- Proposed 2014 budget modifications:
  - Two percent contingency for fire and police personnel cost increases.
  - 1191-W and non-represented staff compensation increases.

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- Additional costs for arbitration and union negotiations - \$120,000.
- Increase in liability insurance of \$75,000.
- Assumption of one percent property tax increase - \$50,500.
- Sales tax budget flat, unchanged from original projections.
- Proposed one-time capital expenses:
  - \$87,000 supplemental increase to equipment replacement fund for five new police vehicles.
  - \$70,000 for upgrading Council Chambers.
  - \$32,500 for self-serve kiosks in the library.
  - \$15,000 for upgrading air conditioning in the computer server room.
- Additional workforce resources:
  - Communications coordinator.
  - CDBG coordinator (grant funded).
  - Assistant City Attorney position.
  - Aviary position.
- General fund unrestricted balance estimate for 2013-2014.
- Street fund budget.
- Street fund challenges; reductions; consequences of lack of revenue; and unfunded 2014 street projects.
- 2013-2014 street maintenance projects.
- Sanitation fund budget 2013-2014.
- Water fund budget and 2013-2014 water activities.
- Wastewater fund budget and 2013-2014 wastewater activities.
- Stormwater fund and landfill fund budgets and 2013-2014 stormwater and landfill activities.
- Transportation Benefit District (TBD) and Infrastructure Repair and Replacement Project (IRRP) activities for 2013-2014.
- No utility rate increases are proposed over those already adopted and in place.

Staff recommends Council provide direction on the 2014 property tax levy and budget modifications.

There was discussion on:

- Property taxes.
- Council Chamber improvements.
- Aviary funding.

Public input was invited. No one in the audience chose to address the City Council at this time.

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There was additional discussion on:

- Proposed improvements to the City Council Chambers. It was the consensus of a majority of Council to remove the expenses for this project from the 2014 budget modification.
- Need for self-check kiosks at the library. Staff explained their purpose and the need.
- Staff support for the Historic Preservation Commission and other advisory boards.
- Replacement of five police vehicles.
- Proposed one percent increase in property tax levy and the need for this revenue to help offset uncontrolled costs for services versus dedicating it to the street fund. Staff suggested that Council view street funding from the expense side rather than trying to earmark revenue. Another option is the establishment of a policy that some percentage of general fund revenue shall be dedicated to the street fund.

It was the consensus of a majority of Council to include the one percent increase in the property tax levy provided an additional \$50,000 is budgeted in the street fund.

**3. OTHER BUSINESS**

No other business was discussed.

**4. ADJOURNMENT**

There being no further business, the meeting adjourned at 6:18 p.m.