

Tonasket City Council Agenda
Tuesday, September 27, 2022
6:00 pm

VIRTUAL ZOOM MEETING ID #830 7092 5210
1-253-215-8782

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Public Comment (Agenda Items)
- 5) Approval of the minutes of the previous meeting. **Action Item**
- 6) Jennifer Thornburg—Request for Water Service
- 7) This meeting has been advertised as a Public Hearing. The purpose is to review the 2023 Revenue Sources including consideration of possible increases in property tax revenues and for setting the tax levy for 2023.
- 8) Public Comment
- 9) Unfinished Business
- 10) Mayor/Council/Committee Reports
- 11) New Business
 - a) Ordinance #837, setting the tax levy for 2023 **Action Item**
 - b) Ordinance #838, amending the parking ordinance **Action item**
 - c) Resolution 2022-12 Residential Anti-displacement and Relocation Assistance Plan **Action Item**
- 12) Miscellaneous and Correspondence
- 13) Adjournment

The City of Tonasket is an equal opportunity employer and provider that strives to accommodate persons with disabilities. City Hall is ADA accessible. Please contact the City Clerk's office by noon on any meeting date for assistance.

Council Memo
Tuesday, September 27, 2022
VIRTUAL ZOOM MEETING ID #830 7092 5210
1-253-215-8782

TO: Mayor and City Councilmember
FROM: City Clerk-Treasurer

Jennifer Thornburg is requesting a water hook up. Ms. Thornburg asked the City Council for a water hook up last year. Superintendent Johnson has researched this matter previously. I believe Ms. Thornburg is looking for Council to make a decision on this matter.

This meeting has been advertised as a public hearing to review the 2023 Revenue Sources including consideration of possible increases in property tax revenues and for setting the tax levy for 2023.

Ordinance #837 sets the tax levy for 2023. It would be 1% greater than the amount of property taxes received in 2022. **Suggested Motion: I move to adopt Ordinance #837, setting the tax levy for 2023.**

Ordinance #838 amends the parking ordinance by removing the parking space between the ingress and egress at City Hall. **Suggested Motion: I move to adopt Ordinance #838 amending Section 10.16.180 of the Tonasket Municipal Code.**

Resolution 2022-12 Residential Anti-displacement and Relocation Assistance Plan Under Section 104(d) of the Housing and Community Development Act of 1974, as Amended. This is a requirement of receiving the CDBG (Community Development Block Grant). **Suggested Motion: I move to adopt Resolution 2022-12 Residential Anti-displacement and Relocation Assistance Plan Under Section 104(d) of the Housing and Community Development Act of 1974, as amended.**

DRAFT

Minutes of the Regular Meeting of the Tonasket City Council, September 13, 2022

Present: Mayor Maldonado, Councilmembers Levine, McMillan, Hill Weddle and Alexander (on zoom).

Staff: Attwood, Pilkinton, Johnson and Danison.

The meeting was called to order at 6:00 pm and the pledge of allegiance was given by all.

Roll Call was taken.

Public Comment: None

Motion to approve the agenda. M/Levine, S/McMillan. Carried 5:0.

Planner Danison Report:

- Retail Academy meeting is October 17th from 9am- 3pm at The Twelve Tribes Casino. They develop profiles on buying habits, gaps and what people are going out of town to buy. There is no cost to the city. It would be good for a Councilmember and the Mayor to attend.
- The Infrastructure .09 Funds application is due September 30. Priority list for Tonasket is 1) Perfect Passage 2) City Hall, Library, Police Building 3) South Access to Chief Tonasket Park 4) South End Annexation.

Motion to approve Planner Danison to submit the application for the .09 funds. M/Levine, S/Weddle. Carried 5:0.

- The IACC Conference is October 18th -20th in Wenatchee.

Public Comment:

Aaron Kester representing the TVBRC

- Planning a Harvest Fest the last Saturday in October. Kids reverse walking parade (the kids walk and the people hand candy to them), vendors, games, etc. They want to shut down the whole block of 3rd street from Saturday midnight to Sunday midnight. Hill: Need to contact the business owners first.
- Introduced Tessa Green, TVBRC Manager and Ty Essex, Event Coordinator.

Unfinished Business:

Motion to accept the quote from Pacific Appraisal in the amount of \$3,300.00 for the 1 acre Crematorium at the site at the Tonasket Cemetery. M/Weddle, S/McMillan. Carried 5:0.

Department Head Reports:

Wright

- Reports submitted electronically.
- Making good traffic stops.
- Deputy Lopez will attend the next Council meeting when he is on duty.

There was a downpour and flood in the Council room and a 10 minute recess was taken. The meeting resumed at 7:12.

Holland

- Public Works Committee meeting scheduled.
- Reported on information received regarding DAHP (Department of Archaeology and Historic Preservation) and comments regarding the Perfect Passage. Possible next steps and options briefly discussed.

Attwood

- Passed out the Building Official/ Code Enforcement Official report.
- There are spots available for the IACC Conference for any Councilmembers that want to attend.

Levine

- Went to the Perfect Passage meeting.

DRAFT

McMillan

- Moving forward with the Law Enforcement Contract.

Hill

- Status of the roof?
- Thank you to Alice for getting the appraisal quote.

Weddle

- Chief Tonasket Park Project Status?
- Meeting with TranGo September 24th.
- Excited about Ty Essex and his new position.

Alexander

- None

Johnson

- Scrubbed, blew out and winterized Pool and Splash Park.

New Business:

Motion to allow Josh Thompson, Okanogan County Engineer, to proceed with the inspection and reporting of the Bonaparte Bridge for \$250.00. M/Levine, S/McMillan. Carried 5:0.

Motion to approve and adopt the Final 2021 Tonasket Storm Water Plan. M/McMillan, S/Levine. Carried 5:0. Weddle read a statement in favor of the recommendation.

Park & Rec. would like to meet with the Pool Committee. Alice will set a time and notify everyone involved.

Correspondence was handed out from a community member.

Motion to approve the consent Agenda: the minutes of the previous meeting, the August Payroll \$68,364.41 (11750-11777 & Direct deposit 8-31-22) and September Bills \$79,510.07 (11779-11824 & EFT 1-2). M/Levine, S/McMillan. Carried 5:0.

There being no further business the meeting was declared adjourned at 7:53 pm.

Alice J. Attwood, Clerk-Treasurer

2023 Budget Revenue Sources

Current Expense Fund

General Property Tax---Ad valorem taxes levied on an assessed valuation of real and personal property. (Ad valorem means in proportion to the value)

Retail Sales-----Taxes imposed upon the sale or consumption of goods and/or services generally, with few or limited exemptions.

Tax breakdown----.065 state, local .016 components are: .005 regular, .005 optional, .004 transportation, .001 Criminal Justice, .001 mental health

1/10th Criminal Justice Funds—these funds were voted in to provide additional funds for criminal justice/public safety purposes

P.U.D. Utility Tax-----6% Business and occupation tax on utilities.

Cities Assistance Funds----- ESSB 6050---provides ongoing assistance to low tax base cities and towns

DNR PILT (Paid In Lieu of Taxes)

Fish and Wildlife PILT—(Paid In Lieu of Taxes)

Television Cable Tax---5% Business and Occupation tax on privately owned utility.

Telephone Utility Tax--- 6% Business and Occupation tax on privately owned utility.

Water/Sewer Utility Tax---10% tax on water and sewer payments.

Garbage Collection Utility Tax—6% Business and Occupation Tax on garbage collection.

Penalty on Water/Sewer Receipts----late payment fee of \$5 or 10% whichever is greater on the current month's billing and an interest rate of 8% annually thereafter.

Building Permits-----Amounts set by Resolution.

Peddler's Permits-----Amount set by Resolution.

Sign Permits-----Amount set by Resolution.

Zoning-----Amount Set By Resolution.

Franchise Fee (Beyers)---Set by Franchise Agreement.

P.U.D. Privilege Tax-----State distribution of excise taxes collected from public utility districts which operate facilities for generating, distributing or selling energy.

Liquor Excise Tax-----State distributed taxes. Distribution is based on population.

Liquor Profits-----State distribution of license fees from distributors and retailers. Distribution is based on population.

Criminal Justice Local Sales Tax-----This amount is collected by the State and then 10% is remitted back to the County and the remaining 90% is distributed per capita back to the cities and the unincorporated areas of the County.

Criminal Justice Low Population Remittance-----Distributed based on population. No city receives less than one thousand dollars.

Criminal Justice Innovative Law Enforcement, Children At Risk, and Domestic Violence programs are state distributed excise tax programs. To be eligible a city has to meet criteria established by the Department of Community, Trade and Economic Development.

Marijuana Excise Tax- set by RCW

DUI and other Criminal Justice Assistance

Interest on Investments-----Funds earned on cash balances invested in State Pool.

Library Maintenance-----Funds received from the Regional Library for maintenance of Library.

Court Administration Fees---Fees imposed by municipal court.
Time Payments Fees—Fees set by Resolution
Copies Made—Fee set by Resolution
Plan Check Fees-----Fee set by Resolution.
Traffic Infractions-----This fee is shared by the state and comes from traffic infractions from inside the city.
Miscellaneous Fines-----Fees from dog or parking infractions.
Interest on Sales Tax-----Interest on taxes received from the state.
Interest on Property Tax--Interest earnings on property tax received from County.
Council Room Rent-----Amount received from renting the Council room.
Youth Center Rent-----Amount received from renting Youth Center.
Airport Space Rental-----Amount received from tie downs and hangar space rental.
Railroad Lease Payment from Chamber of Commerce
Cemetery Lease---Fee set by agreement
Drug Dog Donation
Miscellaneous Revenue
Dog Tags

Cumulative Police Fund

Transfers from Current Expense Fund and special revenues such as the sale of the Firehall property go into this fund.

Cemetery Operating Fund

Cemetery Fees-----Fees paid for the purchase of graves and liners set by Resolution
Cemetery Perpetual care-----Fees paid for the upkeep of the cemetery fees set by Resolution
Interest on Investments-----Funds received from investing cash balances in State Pool
Transfer from Current Expense---Funds received from Current Expense

Cemetery Trust

Part of the perpetual care fees when a grave is purchased is receipted into this fund.

Cemetery Improvement

The interest earned from Cemetery Trust is deposited into this fund.

City Street Fund

General Property Tax----- a percentage of the total received depending on the Current Expense budget.

State Fuel Tax-----State distributed taxes on motor vehicle fuels, to be used for city street purposes. Distribution is based on population.

Interest on Investments-----Funds received from investing cash balances in State Pool.

Streets Perfect Passage Project

Perfect Passage Funds-----WSDOT Grant, STP – STBG Grant, TIB Complete Streets

City Street Reserve

Funds from City Street Fund are receipted into this fund. Also, the franchise fee from North Valley Hospital.

American Rescue Plan

This is a new fund. Additional funds will be received in 2022. There will be interest income.

Gerhard Operating Fund

Interest on Investments-----Interest received from the Gerhard Trust Fund and also interest received from the Gerhard Operating Fund investments.

Hotel Motel Tax Fund

Hotel/Motel Transient Tax-----Taxes received from the state on transient rental income (hotel, motel, R.V. parks).

Interest on Investments-----Funds received from investing cash balances in State Pool.

Swim Pool Fund

The Funds receipted into this fund come from the Park and Recreation District that collects their own special tax. The admission fees, swim lessons and donations also help fund the pool.

Cumulative City Hall and Park Reserve Fund

A transfer is made annually to this fund from the Current Expense Fund to save money for different capital purchases.

Cumulative Building Fund

When this fund receives money it would come from the Current Expense Fund. It is not always budgeted to receive funds.

Capital Improvement Fund

Realty Excise Tax-----Excise tax imposed on the sale of real property

Realty Excise Tax 2

Interest on Investments-----Funds earned on cash balances invested in State Pool.

Pool Reserve

The money in this fund is from donations for the swim pool.

Equipment

Money for this fund are transferred from the Current Expense.

Police Equipment

The funds receipted into this fund come from Current Expense of the sale of the old Police Department items.

Water Fund

Water Revenues-----Funds received from payments for water service.
Water Connections-----Funds received from water connections.
Hydrant Rental-----Funds received from Fire Control for rent of hydrants.
Water Penalty-----Funds received from penalties on late payments.
Interest on Investments-----Funds received from investing the cash balance in the State Pool.

Sewer Fund

Sewer Receipts-----Funds received from payment for sewer service.
Parry's Acres-----Funds received from Parry's Acres for sewer service.
Sewer Penalty-----Funds received from penalties on late payments.
Interest on Investments-----Funds received from investing the cash balance in the State Pool.

Water and Sewer
Bond Redemption Funds

The revenues in this fund are from the Water Fund and the Sewer Fund for the purpose of repaying loans.

Water and Sewer
Bond Reserve Funds

The revenues in this fund are held in reserve for Bond Retirement.

Water and Sewer
Reserve Funds

The revenues in these funds are contributed annually from the Water and Sewer Funds and used primarily for capital purchases and capital projects.

Water and Sewer Project Funds

The revenues in these funds are generally received from grants and loans that must be spent specifically on the named project. Sometimes there are interfund loans used to help offset costs.

Storm Water Fund

Storm Water Revenues-----Funds received from amounts assessed on residential and Business properties.

Storm Water Perfect Passage Project

Storm Water Perfect Passage Funds-----DOE Grant and Loan

Gerhard Trust

This fund was set up as a Trust Fund and the interest earned is transferred to Gerhard Operating. The principal cannot be used.

Court

This fund is a pass-through fund. The funds will be paid to the state.

Leasehold & Building Fees

This fund is a pass-through fund to the state.

ORDINANCE NO. 837

**AN ORDINANCE OF THE CITY OF TONASKET, WASHINGTON
FIXING THE AMOUNT TO BE RAISED BY AD-VALOREM TAXES
UPON ALL TAXABLE PROPERTY, BOTH REAL AND PERSONAL,
WITHIN THE CITY OF TONASKET FOR THE YEAR 2023 FOR THE
CURRENT EXPENSE AND THE CITY STREET FUNDS.**

WHEREAS, the City Council of the City of Tonasket has met and considered its budget for the calendar year 2023; and

WHEREAS, the City's actual levy amount from the previous year (2022) was \$161,842.77 and,

WHEREAS, the population of the city is less than 10,000; and,

NOW THEREFORE, the City Council of the City of Tonasket do ordain as follows:

Section 1. The City Council of the City of Tonasket hereby authorizes an increase in the regular property tax levy to be collected in the 2023 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be \$1618.42 which is a percentage increase of 1% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Section 2. This ordinance shall become effective from and after its passage by the City Council, approval by the Mayor and five days after publication or a summary thereof as required by law.

PASSED AND APPROVED BY THE CITY COUNCIL this _____ day
of _____, 2022.

APPROVED:

René Maldonado, Mayor

ATTEST:

Alice J. Attwood, Clerk-Treasurer

APPROVED:

Michael D. Howe, City Attorney

ORDINANCE NO. 838

AN ORDINANCE amending Section 10.16.180 of the Tonasket Municipal Code.

THE CITY COUNCIL OF THE CITY OF TONASKET, WASHINGTON, DO ORDAIN as follows:

Section 1. Section 10.16.180 of the Tonasket Municipal Code entitled "Restrictions" and providing as follows:

Restrictions. A. There shall be no parking of vehicles, except for motorcycles, in the one parking space located on the east side of Whitcomb Avenue between Second Street and Third Street, and being the parking space between the northerly and southerly curb cuts provided for ingress and egress to the parking lot located immediately adjacent to the Tonasket Police Department and Tonasket City Hall.

B. There shall be no parking of vehicles, except for police vehicles, on the east side of Whitcomb Avenue between Second and Third Street commencing at the southerly curb cut providing for ingress and egress to the parking lot immediately adjacent to the Tonasket police department and continuing southerly a distance of 55 feet.

is hereby amended to provide as follows:

Restrictions. A. There shall be no parking of vehicles in the one parking space located on the east side of Whitcomb Avenue between Second Street and Third Street, and being the parking space between the northerly and southerly curb cuts provided for ingress and egress to the parking lot located immediately adjacent to the Tonasket Police Department and Tonasket City Hall.

B. There shall be no parking of vehicles, except for police vehicles, on the east side of Whitcomb Avenue between Second and Third Street commencing at the southerly curb cut providing for ingress and egress to the parking lot immediately adjacent to the Tonasket Police Department and continuing southerly a distance of 55 feet.

Section 2. This ordinance shall become effective from and after its passage by the council, approval by the Mayor, and publication as required by law.

PASSED BY THE CITY COUNCIL this ____ day of _____, 2022.

APPROVED:

René Maldonado, Mayor

ATTEST:

Alice J. Attwood, City Clerk-Treasurer

APPROVED AS TO FORM:

Michael D. Howe, City Attorney

RESOLUTION 2022-12

RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN Under Section 104(d) of the Housing and Community Development Act of 1974, as Amended

The City of Tonasket will replace all occupied and vacant occupiable low-income dwelling units demolished or converted to a use other than as low-income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended, as described in 24 CFR 570.488.

All replacement housing will be provided within three years of the commencement of the demolition of rehabilitation relating to conversion. Before obligating or expending funds that will not directly result in such demolition or conversion, the City of Tonasket will make public and submit to the state CDBG Program staff the following information in writing:

1. A description of the proposed assisted activity;
2. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low-income dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units;
5. The source of funding and a time schedule for that provision of replacement dwelling units; and
6. The basis for concluding that each replacement dwelling unit will remain a low-income dwelling unit for at least 10 years from the date of initial occupancy.
7. Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units (e.g., a two-bedroom unit with two one-bedroom units) is consistent with the housing needs of low-income households in the jurisdiction.

The City of Tonasket will provide relocation assistance, as described in 570.488, to each low-income household displaced by the demolition of housing or by the conversion of a low-income dwelling to another use as a direct result of assisted activities.

It is not anticipated that the activities planned or projects implemented, as a result of these activities will cause displacement of low to moderate-income persons.

If the activities or projects planned, which directly result in the displacement of low to moderate-income persons, the City of Tonasket will follow the steps detailed in this Residential Anti-Displacement and Relocation Assistance Plan.

1. Establish temporary relocation facilities in order to house families whose displacement will be of short duration, so they can move back to their neighborhoods after rehabilitation or new construction.
2. Use CDBG funds to provide seed money grants or loans, long-term mortgage loans at favorable rates, or capitol grants to tenant groups of multi-family buildings to help them convert to cooperative.
3. Evaluate housing codes and rehabilitation standards in reinvestment areas to prevent their placing undue financial burden on long-established owners or on tenants of multi-family buildings.
4. Establish counseling centers operated by the City or non-profit organizations to assist homeowners and renters to understand the range of assistance that may be available to help them staying in the area in face of revitalization pressures.
5. Consider the adoption of tax assessment policies to reduce the impact of rapidly increasing assessments on lower-income owner-occupants or tenants in revitalizing areas, such as: (a) deferred neighborhood-wide reassessments if areas have not yet been extensively upgraded; or (b) deferred tax payment plans, or exemptions.
6. Shift the concentrated demand generated by intense investment in one or two neighborhoods to other neighborhoods by: (a) cessation of any publicly-supported rehabilitation except for low-income housing; and (b) targeting public improvements into several other neighborhoods with potential for revitalization; and (c) conduction of advertising campaigns to attract interest in other neighborhoods.

THIS RESOLUTION IS ADOPTED BY THE CITY OF TONASKET COUNCIL THIS 27TH DAY OF SEPTEMBER, 2022.

René Maldonado, Mayor

ATTEST:

Alice Attwood, Clerk-Treasurer

Alice Attwood

Subject: City Council Meeting
Location: <https://us02web.zoom.us/j/83070925210>
Start: Tue 9/27/2022 6:00 PM
End: Tue 9/27/2022 9:00 PM
Recurrence: (none)
Meeting Status: Meeting organizer

Alice Attwood is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting
<https://us02web.zoom.us/j/83070925210>

Meeting ID: 830 7092 5210
One tap mobile
+12532158782,,83070925210# US (Tacoma)
+16699006833,,83070925210# US (San Jose)

Dial by your location

- +1 253 215 8782 US (Tacoma)
- +1 669 900 6833 US (San Jose)
- +1 719 359 4580 US
- +1 346 248 7799 US (Houston)
- +1 669 444 9171 US
- +1 301 715 8592 US (Washington DC)
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 386 347 5053 US
- +1 564 217 2000 US
- +1 646 931 3860 US
- +1 929 205 6099 US (New York)

Meeting ID: 830 7092 5210
Find your local number: <https://us02web.zoom.us/u/kd6rtdwVDk>