

**MINUTES
PAYETTE CITY COUNCIL
Work Session
July 11, 2016**

4:00 PM – Work Session

A work session of the Payette City Council was called to order at 4:00 PM by Mayor Jeff Williams in the City Council Chambers of Payette City Hall, 700 Center Avenue.

ROLL CALL

Members Present: Mayor Williams, Lee Nelson, Ray Wickersham, Nancy Dale, Kathy Dodson and Alan Massey

Members Absent: Craig Jensen was excused

Staff Present: Jake Hust, Water Superintendent, Steve Castenada; Fire Chief; Jamie Couch, Street Superintendent; Ed Franek, Shop Supervisor; Randy Schwartz, WWTP Superintendent; Erin Haley, Library Director; Bobbie Black; Deputy City Clerk, and Mary Cordova

AGENDA ITEMS

1. Discussion of Budget Objectives for FY 2017

Mayor stated he wanted to do things a little different this year. He has met with most department heads regarding their budgets and wants to know what the Council would like to see for projects in their budget. Massey would like to comment that we had a very good meeting on the strategic plan and have a very comprehensive understanding on goals, and would like everyone to keep this as part of the budget process. Mayor stated the department heads have lived this for years and know what they need for their department. The Mayor discussed declaring the soccer fields as surplus property and could be used better. There is a lot of area in our city, there are skinny lots with a lot of acreage behind them, we could start the conversation to possibly have roads for development. Instead of expanding our footprint for the city, maybe focus on filling space. Mayor also stated the shop has always been a part of the street budget and maybe create maintenance/building line item. Dodson asked if we have a list of surplus property that the city owns, it was stated not at this meeting. Dale stated they need job descriptions and wages and go from there. Dodson stated we need an in house economic development person that can also be the planning & zoning administrator. Mayor Williams stated the Council is the legislative body of the City and the Mayor is personnel and budget. Dodson asked if we have a capital budget line item and when do we get to a point that we have to buy a new fire truck. The Mayor stated 2019 is when we are rated again. A new fire truck is \$430,000 without equipment and we have \$150,000 saved for it. Massey stated we need to attract new businesses, have community development and marketing. We need to beautify our downtown and the Highway 95 corridor. We need to hold SEREDA accountable and have land ready for development. We also need to create relationships with our customers (citizens) and listen to what their needs are. Cordova stated the Council has a budget and what are the goals for their department- is the mission statement still correct? This is the first time she has heard about a full time economic person. Ann Wescott sent a copy of the strategic plan meeting. Dale stated the strategic planning was so much needed and gave direction. She stated when the Council set goals, economic development was number one, customer service was second and youth was third. If you don't have anyone in front office acting as front

person, economic development has to happen first. Weiser uses a float person to do this job. This person is a building maintenance person and helps departments determine if it is just a repair or need a new roof. They would also be our contact with the county commissioners and paid \$46,000 per year. Mayor stated let's create this job description. Massey stated there would be other ways to refocus and utilize their talents. This would be a way to out-source some other things that need to be outsourced. Allow staff to do stuff they don't have time do now. Its refocusing so everyone can do a better job. Mayor stated if we want this position, lets write this job description. Dale stated it is not looking at getting rid of someone. Wickersham stated we should not have crisis all the time. Dale talked about the mess at the pool, and doesn't know who is responsible. Nelson talked about the pool, and if can't afford it, we need to take a look at that. He would like to see some streets that need attention put in budget and they will be a priority. Mayor stated the number one priority for Street Department is River Street. Wickersham would like a budget that includes a downtown plan that has Main Street done right. All parks including Centennial could be improved on. The economic development person could chase grants down. Dodson asked if we applied for a bicycle paths grant. Massey would like to hear what department heads are wanting for their projects. Nelson stated let's look at levy rate and look at our amenities that we have and if we are going to support them. Wickersham stated the way is to apply for grants. Dale stated the pool is desperate and with all the medical infiltration we have potential to build this so it could take care of itself. Mayor stated we have two applications for pool manager. Mayor stated we need some leadership at the pool. Massey stated we need to wait for the survey from customers to see what they might want. Wickersham would like to see priorities from the departments as a budgeting process and then a wish list. Mayor read a summary of what departments have put in the budget – Water Department: rehab old lower reservoir, water lines on River Street and radios; WWTP: tackle smell on 7th Ave North; Streets: River Street & paint strip; Shop: needs new building; Fire: new brush truck, part time person, & tools; Park: dog park, dredge pond; Police: spike strips in each car, 4 cars that need long rifles, old car that needs a new motor and one new car in budget. Cordova stated property value is down and doesn't know about operating property yet. There is a little bit of increase in revenue sharing. We are starting with about same amount of money as last year. Wickersham talked about property being annexed by Teton. Nelson asked if Teton was one that Kit Kamo was referencing on possibly moving from Payette. It was stated yes. Mayor added about the tax exemption from the state and it has to be a new business in the state, not just relocating. They rent the building they are in and own the land next to them. Dale asked if we have someone that can reach out to them. Mayor said Jensen has been. Wickersham stated the minimum wage in Oregon could make business's move to Idaho. Nelson asked about police and fire dispatch fee and the sheriff wants to increase those fees. Mayor stated yes, the 911 board and the administrative board are supposed to tell the board how to. They never ran it by the Mayors. Proposing more for dispatch, but the Sheriff didn't go through any due process. Nelson asked can we tell them we are not going to pay for it. Mayor stated everyone in the city is part of the county, let them raise the levy rate at the county. Massey asked if that means we aren't going to pay the extra. Mayor stated taxes are based on January 1, but he is seeing property sell more than he has for years. Dale asked if he can give us an idea on what to do at the pool, Mayor stated staffing. Nelson asked if we put money aside, does that put us at the top of our levy. Dale asked if she should assume that Erin Haley is waiting to meet with her board before hearing what they are wanting.

Haley stated no. Massey asked about a timeline for the budget and it was stated it can be resent out again to Council.

Cordova asked if the Council wants mission statement to change? Massey stated it was a little different than this one from the strategic plan. Cordova stated each department has their own mission statement. Dale asked what the Mayors expectations are. Health insurance is expected to go up this year. The Affordable Care Act made insurance go up drastically. Wickersham stated we need to look at the ones that can be on Medicare and it was stated that is not allowed. The Historical Commission is asking for \$2500. The Council was asked about going all electronic, no paper packets. Massey would like to know what it would cost. Discussed Snake River Transit, and Dale would like to know how many people are using it to get to their jobs. Massey would like that question put on survey. Dale stated he would almost rather them to use Amazon then to be taken to Ontario to shop. Dale would like Snake River Transit to make more of an effort. Massey added we can put \$15,000 and could always cut. Supplies that Legislative department buys are paper, water and candy. Massey would like to leave the \$20,000 for economic development. Cordova asked about allocating any downtown. Discussed when Soil & Water started and Barbara Wilson stated back in 50's with Claude Bruce. We did get a 319 grant after flood. Payette Museum – the Council asked if county ever gave them money, and was stated no. Nelson stated we are not going to get help from Fruitland or New Plymouth for the museum, and since it is in our city we have to step up if we want it. They need to give us an invoice and we decide if it is to be reimbursed. Cordova stated we will move HUD house money from Administration to Legislative. This has to be used for low income housing and otherwise you need to get approval. Low to moderate population and serves the public. If the City purchases the Kiwanis building it has to be specific to the Boys & Girls Club. Dodson stated we did not have any youth show up at AIC conference and everyone else did. Cordova asked is that something you want us to fund next year, that is not in this budget. Massey stated what he hears is why aren't you doing more with the greenbelt and downtown buildings needing painted. Dale stated having some funds for minimal maintenance fund. Massey has been working on the building with the vacant owner. Maybe this could be a senior project to paint. Dodson stated paint the airport building. Dodson asked if we can trade a piece of city property for the downtown building. Cordova stated there isn't going to be much in the budget to cut this year. Massey said the property is not worth applying for a façade grant. Dale stated that what we really are doing is rewarding a bad person. Need to seek advice from City Attorney. There are things that need to happen that affects the whole community. Dodson stated there is not enough money to fix the problem. Mayor asked is there any way to put money into budget. Cordova stated we can come up with design standards over the next year. Cordova stated we are sitting on launching new website due to needing around 40 pictures. We tried asking citizens to send pictures, but only got three or four from the public.

Dodson handed out a quote to outsource our HR services and payroll from Paychex for \$21,600. Cordova stated do you want an economic development person. Dale and Dodson stated this is something we really want to pursue.

Cordova asked about next meeting for strategic plan, August 22nd for public input. Dale asked if can be Tuesday August 23rd. Next budget meeting July 18th at 5:30 PM. Dale asked about payroll and job descriptions. Cordova stated we need a new job

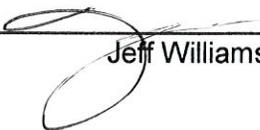
classification; it hasn't been done since 2005. We hope that you would support us on getting this accomplished.

ADJOURNMENT

A motion was made Dodson and seconded by Wickersham to adjourn the regular meeting at 6:14 PM.

After a voice vote by the Council, the motion CARRIED.

Signed this 7/19/16 day of, 2016.



Jeff Williams, Mayor

ATTEST:



Bobbie Black
Deputy City Clerk