



NORTH BONNEVILLE CITY COUNCIL

Mayor Brian Sabo
Councilmember Terry Norris
Councilmember John Acton

Councilmember Travis Randall
Councilmember Judie Whitcomb
Councilmember Margie Lee

North Bonneville Workshop Agenda May 8th, 2018 6:30 p.m.

Council Workshop

Workshop Meeting Call to Order 6:03 pm

Roll Call – Present: Mayor Sabo, Councilmembers J. Acton, T. Randall, T. Norris, M. Lee. Absent: J. Whitcomb

Unfinished Business – M. Lee – where are the scoop signs? Are the pw guys going to hang them? We really should get poop stations.

New Business

- Robyn Legun and PDA presenting CC annual finance report. Robyn L. – Because we are a cash-based business, there's not a lot to report. M. Lee- you're about \$6,000 down. Robyn L. –feels like it's hard to get people out of the city and here. We got more money from Fern to pay off John Spencer at lower interest. She also agreed to take on more debt. We sent out a letter to all loans to reduce interest rate or go amortized, have not really heard back. B. Sabo – so new loans? Robyn – 5 years. We got money to pay off Spencer, also one smaller loan. We paid off Justice and Asby loans, Greenleaf we paid off in January. We owe Armstrong amortized 10% over 5 years and Sally spencer on interest only until end of 2019. We started to pay more than interest only. Have had other lending offers that we may take if we can't pay off Sally by 2019 end. Plan to pay her off as fast as possible and not take any more loans. B. Sabo – what's the Pension liability? R. Legun – I had to ask about that to the SAO. Pension liability is that anyone who pays into PERS, it's not fully funded and they assign each member an amount every year. It's not something we have to pay, it's estimated liability. It was more funded this year. We pay into PERS instead of SS because it's less expensive that way and better benefit to employees. Why are you paying both? B. Sabo – because both are beneficial to our employees. R. Legun – we have the employees sign a waiver. B. Sabo – I was looking at another business's yearly financial statement and it is a lot more detailed. I was hoping to see assets. Robyn L. – it's hard because we really don't own much and doesn't cost enough to even report. B. Sabo – you could've given us your BARS report. R. Legun – we use codes similar to BARS, but the PnL's show the same info. We aren't required to report in the same way. M. Lee – we were hoping to see the account balances and all from quick books. Robyn – I'm sorry, I thought I had the report you wanted. I would've brought it if you asked, but this report is pretty thorough. Paying 2k/mo on one loan right now and if any extra at year's end we'll just pay to Sally Spencer. B. Sabo – it looks like you were down. Robyn – March and April were good, Feb not so much. B. Sabo – Looks like you changed the budget from 1mil to 750, that seems more reasonable. Robyn – In most areas, we spent less this year than last. B. Sabo – Any plan to raise sales? Robyn – we opened the marketing business and sold several t-shirts. Maybe you can help with ideas? CC has restrictions on advertising, but the marketing company doesn't. We're hoping the marketing company can

draw business to CC. We have a booth at Blues and Brews but can't do much in the way of joining child-gearred events. Looking for more events that have adult areas to promote. Kackley may use the part of the parking lot we don't rent to set up for some marketing company sales. B. Sabo – is there interest in continuing here? Robyn – there is interest in finding a place with a better lease. B. Sabo – how long do you think you can float with numbers going down? Robyn – We were always going to have to borrow, it would've been impossible. B. Sabo – why did you sign? Robyn – Spencer and (inaudible-board member) signed all those without explaining or informing us of the details. B. Sabo – I'm nervous for you, these numbers scare me. That's about it. Robyn – they're not so bad, we're working on it and managing our expenses. We're holding onto bigger market shares than the competition, great customer base, and improving marketing. T. Randall – look at slingshot, they just kept dropping and never plateaued. B. Sabo – I've been watching numbers for 30 years. Robyn – we'll see how it goes. Vancouver just approved 5 more stores. One of the biggest challenges is closing the hot springs and missing the tourist activity. Really shot us in the foot. Hoping with new things opening up and finding new ways to attract tourists should really help. T. Norris – on the loan you borrowed 75k, looks like you didn't add it here? Robyn – in the deductions column shows and payments. B. Sabo – does the 114k need to be paid this year? Robyn- no. We are still able to make payments and we still have business. B. Sabo – you're telling me you may get the loans paid, but profits are flat, so when do you go up? Robyn – as soon as loans are paid, we will be in a better spot. T. Randall – there are two office bldgs. by Slingshot you should check in to. Basically we own display cases, computers, and product as assets. B. Sabo – my question to council is if you are okay with this report. M. Lee – I'd like to see the quickbook reports. Robyn – I can do that. T. Norris – how about payroll reports? Robyn -We have a third-party company doing payroll. B. Sabo – Can you detail this more? Hourly wage, etc? Robyn – Managers make \$16.50 and part times 12.50. 2 supervisors and PT office manager make the 16.50. J. Acton – Is quick books going to show balance amounts and all? Robyn – Just the PnL's, but you can see the rest on the website. B. Sabo – there's anomalies on the website reports. Robyn – taxes paid in March were to pay Feb., or two times rent in one month, the payment from previous month was paid later. B. Sabo- no bonuses? Robyn – no. One employee went to an event in Vegas, and he went with a friend, so we expensed him out on his payroll. I have taken over payroll on quick books, so I should be able to develop more specific reports. T. Norris – I'd like to see it itemized what everyone makes. Robyn – I make 58k per year. B. Sabo – You are everything over there, it's a big job. Robyn – sorry there wasn't as much as you wanted to dig through in this report. If there's anything not answered on the website, just email me and I will answer anything and pull reports. B. Sabo – You have to have a criteria established and really the question is about the grants. Robyn – one glaring mistake was that there was no process established for how to disperse funds. Last fall, I wrote those up and made a policy addendum. It says we review accountants report at end of year, then decide how much will be made available for grants, then there's an application process. Tunis guided us through and we don't have the application- but on the outline, it describes the criteria and North Bonneville is stated as having priority. Also states the mandates with many references to North Bonneville. If NB doesn't apply, we will be reminding you that there's some available and if you don't apply, we will likely keep the money in our accounts and not give any out. We can't just give you money for your general fund. B. Sabo – It would be nice to have a copy of the application on your website so the criteria are published. M. Lee – not fair that Robyn takes all the heat. B. Sabo – we appreciate you coming and answering our questions. I'm nervous for you though.

Adjournment 6:55pm



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Councilmember Travis Randall
Councilmember Judie Whitcomb
Councilmember Margie Lee

City Council Meeting Agenda May 8th, 2018 7:00 p.m.

Meeting Call to Order at 7:04 pm

Roll Call – Present; Mayor Brian Sabo, Councilmembers T. Norris, T. Randall, J. Acton, M. Lee. Absent – J. Whitcomb

Travis had to temporarily leave, returns later

Pledge of Allegiance

Agenda Changes & Additions – Excuse Judy W. in new business

Public Hearings - none

Consent Agenda

- Approval of April 24th, 2018 meeting minutes – no discussion

Motion by T. Norris, second by M. Lee Passed 3-0

Guest Presentations

Public Comments – Jane Jackson of NB- bring attention to safety issue on old Evergreen Highway. Kids don't stay out of road and no adult supervision. Spoke with sheriff last year to attempt to supervise the kids. More and more kids are living in the RV Park. Only saw one 25mph sign at far end of Evergreen. Hoping for help from Sheriff to supervise the kids and request another speed sign.

Brooke Lyddon – Walking and heard a dirt bike coming on the path by the creek and bridge, but they aren't allowed on sidewalks. B. Sabo – I escorted a couple guys to their house the other day after catching them. I also saw two trucks racing out of Hamilton and told them I would report to the sheriff if I see it again.

Councilmember Comments – T. Norris – good discussion. T. Randall – regarding Jane's comment- there's a couple signs over there, but the kids are unsupervised, lack of interest in directing kids. I'm all for another sign. Lots of those kids are not supervised and don't care to follow the rules. Maybe a pedestrian on bridge sign?? We need more sheriff help and presence. Disc Golfers- I annihilated one of their discs that came flying over and hit my truck. I ran it over, but they need to be more aware. J. Acton– dogs out signs have been pulled down by baseball field. M. Lee – I would lock the fields at night. B. Sabo – maybe we can patrol that. T. Randall – maybe if we hang some game cams around there? T. Norris – good idea. J. Acton – squirt gun kids, don't be so hard on them- it's summer and they're boys.

Mayor's Comments

- Medical premium reimbursements – Overpayments for Nan and Deanna. In the code it states that those employees have 100% coverage and no need to pay. They have both been charged all year and Nan part of last year. We fixed it.
- City Clerk and Treasurer are in a class tomorrow on Public Records Requests.

City Clerk Report – See attachment

City Attorney's Report - Attended a municipal training last week, lots of info on right of way, etc.

Unfinished Business

New Business

- Excuse Judy Whitcomb.

Motion by M. Lee, second by T. Norris Passed 4-0

- Discussion and vote on Ordinance 1099, Amending Municipal Code Chapter 3.12 Utility Tax. Ken W.- Can tax Voip. Cannot charge franchise fee for internet but can for television. I got a chart at training of what you can charge for utility/franchise fees. I'll send it to you. I support adopting this with the more specific wording. Tom J. – it's an old ordinance. Ken W. – I think it deserves another look after this to gain all the dollars we can get.

Motion by T. Randall, second by T. Norris Passed 4-0

- Discussion and vote on Resolution 510 Declaring Surplus Property – Misc. Equipment

Motion by T. Randall, second J. Acton. B. Sabo – we have a hull of a mower to get rid of and an old broken-down tractor. Non-operational. T. Randall- I'd haul them into scrap if the money went to the PW dept. J. Acton 7cents/lb? B. Sabo – not much. I want to give Brian H credit, he's worked with nothing for years and I'd like to see him have good stuff instead of McGyver. Passed 4-0

- Discussion and vote on Inter-Local Agreement for County Chip Sealing Project

B. Sabo – approval for Chip Sealing Project that was awarded. \$45k through TIB

Motion by T. Randall- not to exceed 50k, second by J. Acton Passed 4-0

T. Randall- who is doing the work? T. Jermann – Skamania County. T. Randall – what streets are being done? B. Sabo – talking to engineer on which streets are worst. T. Randall- E. Cascade to Shelly is bad. T. Jermann- they won't approve that, not enough traffic

Closing Public Comments: Eric Kackley – info share. Go to PDA mtg. on June 6th, 6:30pm. Called a special meeting to discuss going commercial rates. I brought up a possible negotiation on rent. I've noticed a lot of finger pointing, but no interest in going to their meetings. Jennifer Kackley – wondering if a dog park proposal would eliminate the desire for off leash dogs all over town? Fenced area by park? May draw outsiders when playground is finished. Do you get funds from Sheriff and tickets? Ken. W- the court gets most of it. Jennifer- was thinking we could get them out more to meet their quotas and make us more money? B. Sabo – they don't do quotas anymore. Jennifer- it would be nice if they would come patrol. B. Sabo – the trouble seems to come in spurts. We just need to keep on it. T. Randall- a presence of once a week may make the difference. T. Norris- I noticed a cop sitting at the FD watching for people to run the stop sign. T. Randall – I noticed them in a few spots and people were still running through stop signs and nobody got a ticket. J. Acton – as long as we don't charge for dog park entry, like the disc golf course, so we don't have to be liable. B. Sabo- sheriff is aware that we have problems, they're responding.

Closing Council Comments: J. Acton – how was the food truck on Cinco De Mayo? Unknown person- went well but didn't have time to do all the games they wanted. J. Acton – glad it was successful. I checked my mail yesterday and a woman came in with her dog, ignoring the sign. I told her it's not allowed and two people have been bit in the last month. She responded that she wasn't going to leave the dog outside. T. Randall – Dog park. I think it's a good idea, but my dog park is in my yard. For visitors it would be good. How about next to the store? M. Lee- what about next to the storage yard? Tom. J- both privately owned. M. Lee- unfenced is a problem- that's when people get bit. Jennifer Kackley- if there's interest, I could do a fundraiser. T. Randall- I'm happy to see people here and commenting directly to us. Eric Kackley- would there be enough room for pump track, playground, and dog park? M. Lee- Silver Star would hate that during their company picnic. T. Norris- does anyone know if trails foundation is going to meet? Tom J.- they have been meeting. Been working on something that needs permitting. T. Norris- not a community meeting? Just the board? Tom J.- yes for now, still working behind the scenes on permitting and access. T. Norris- I ask because I missed the meetings, also extending to beacon rock- they get hammered on parking and want help. If they allow us to go through, maybe they'll let us put the dog park there? T. Jermann- I think we'll have info by June.

Motion to adjourn Motion by J. Acton, second by T. Randall