



**CASCADE CITY COUNCIL**  
**SPECIAL MEETING**  
**Wednesday, May 18, 2022**  
**5:00 pm at Cascade City Hall**  
**BUDGET WORKSHOP MINUTES**

Budget workshop began at 5:05 pm.

Present Council Members Ron Brown, Rachel Huckaby, Jason Speer, Denise Tangen

Present in person Judith Nissula, Mayor Heather Soelberg, Treasurer  
Janice Van Winkle, Clerk Steve Yamamoto, Public Works  
Taci Davis, Library Mike Arnold, Arnold Aviation (airport)  
Patti Bolen, VC Sheriff

**NEW BUSINESS**

**Department roundtable for 2022/2023 BUDGET. (Discussion)**

General budget discussion by department

**Airport** Presented by FBO – Mike Arnold of Arnold Aviation

*Revenue*

Page 12 Fuel flowage fees will increase FY 22/23 if fuel delivery turn-around time improves.

Page 12 Enforcement of tie down and parking fees will improve FY 22/23 as a result of the new Airport Manager position.

Page 12 Misc. sales - Raising lease rate from 0.275 to 0.30 cents per square foot.

Page 12 Misc. sales – there will be some surplus including topsoil that can be sold as well as scrap metal.

*Expense*

Page 12 Salaries – the part time airport manager salary is reflected in this line item.

Page 13 Airport Repair/Maintenance – concern that \$502 budgeted is too low.

Some line items may reflect deficiencies at this time.

Building Department

Code Enforcement

**Library** Presented by Trustee, Taci Davis

*Revenue*

Page 7 Property tax increase of 3%

Page 7 Grants – grant revenue has increased over FY 2021/2022

Page 7 Charges for services – copy/fax revenue line item increased

Page 7 Donations projected down due to economy

Page 8 Transfers (monies carried over) are represented by four grants

*Expense*

Page 7 Salaries reflect the new Library Director and a full staff.  
Page 8 Books budget has been increased by \$2500.00.

## **Public Works**

### *Streets Revenue*

Page 5 Grant revenue - FEMA grant will help fund design and engineering.

### *Streets Expenses*

Page 5 Salaries increase includes the 5<sup>th</sup> person funded at \$19.08/hr. with 50% funding to parks, 25% funded to streets, 25% funded to snow removal.

Page 5 Building Repair/Maintenance increased – maintenance on new shop.

Page 5 Street Repair/Maintenance increased – outside contract services, i.e. grading  
Prioritizing street paving where underground utilities repair or geo-thermal maintenance is complete.

Page 6 Engineering services – where this appears it is paid via the FEMA grant.

### *Cemetery Revenue*

Page 9 No budgeted increase in revenue.

### *Cemetery Expense*

Page 9 Salaries reflects a portion of the new part-time person.

Page 9 Most line items remained flat.

Page 9 Fuel has just begun to be monitored via a fuel purchase card dedicated to the mowers.  
Fuel is reported under line item “operating supplies”

### *Parks Revenue*

Page 9 “Due from other funds” are the matching funds for the Strand Project, 2.0 coming as a match from the LOT revenue.

### *Parks Expense*

Page 9 Salaries reflects a portion of the new part-time person.

Page 9 Treasurer to create a new line item that specifies Workmen’s Comp.

### *Water Revenue*

Page 15 Q. Water use service fees went down and we raised rates; why?  
A. The amount of money it will cost to deliver water will be less based on water use expenses.

### *Water Expense*

Page 15 Expense remain static with the exception of the new public works employee.

Page 15 Chlorine – the 200-gallon tanks are more efficient than the 55 gallon drums that need to be changed out and moved around as they empty. The tanks are replenished on an “on call” basis.

### *Sewer Revenue*

Page 17 Sewer rates will go up approximately \$3.00 a month. A public hearing will be required for this increase.

### *Sewer Expense*

Page 17 Salary increase is substantial due to DEQ testing and reporting requirements, lagoon maintenance and keeping up on sewer repairs.

Page 17 IBBA Payment coverage requirement is a requirement of the Idaho bond bank and DEQ loan. This is essentially a reserve account based on the minimum requirements of the IBBA bond. FY 2022/2023 will be the last year that the city has to set aside monies for this requirement.

**Sheriff's Office**  
Page 4 Presented by Sheriff Bolen  
Page 4 A 3% increase was requested related to Salaries.  
Page 4 Council asked for a report on prosecuting attorney services.

**General Fund**

*Revenue*

Page 1 Tax increase across all departments will be 3%. The state and county have not released their data at this time so these numbers will be more specific after they are received.

Page 1 Bldg. & Code permits and fees will increase as the new subdivisions begin to build.

*Expense*

Page 2 Salaries increase reflects the new Admin. Support.

Code enforcement and the building department salaries will be re-aligned.

Page 2 Grant Writer – line item increase is offset by sharing expense with hospital.

Page 3 Planning and Zoning salaries decreased because the new employee is not a qualified planner so those monies were not needed.

Page 3 Code Enforcement – salaries amount decreased as we are not funding a professional Planner.

**LOT**

*Revenue* No questions on this line item.

*Expense*

Page 14 A category for LOT expenditures will be added.

**Wage and Levels Chart**

The same chart in this packet is the same that was used in 2021.

The COLA 8.3% increase should be reflected for 2022/2023.

The Treasurer will revise that sheet prior to further review on wage and levels chart.

**Resolution or list to allocate carry over funds** will be created at Council's request.

**Existing monies committed by Council vote** will need to be incorporated into a list summarizing the amounts.

The budget workshop ended at 8:13 pm.