

**City of Kittitas**  
**Work/Study Meeting Minutes**  
**January 22, 2019**

**Work/Study Meeting Attendance**

John Camarata – Councilmember  
Lou Whitford - Councilmember  
Liz Smith – Councilmember  
Jerry Gilmour – Councilmember  
Rich Coleman- Councilmember  
Pat Cort - Mayor  
Debbie Lee – Clerk/Treasurer

**Points of Discussion**

- Councilmember Coleman had questions regarding the Civil Service Commission. Mayor Cort explained that the City has never had one in place, and that this is for the Police Department and once a third officer is hired the City will need to have a Civil Service Commission. They do help with the hiring process and possible discipline.
- Councilmember Camarata is concerned that the City did not put into the budget the water audit that Nancy from Gray & Osborne said that the City would need to do at a cost of \$40,000.
- Councilmember Camarata stated that looking at the past budgets the expense fluctuates; income might be a little bit lower.
- Discussion was had regarding reserve balances and how much each fund should have. Councilmember Camarata stated that the City should have at least 10% of revenue as a beginning fund balance.
- Council talked about the lease on the antenna on the water tower and that the revenue should be going into the water/sewer department.
- Councilmember Whitford asked Councilmember Camarata when this water audit

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was due.

- Mayor Cort informed Council that they should be concerned about having reserves to pay for the purchase of water rights, and that all of the equipment is antiquated, the scada computer system need upgraded so the plant does not alarm and the lagoons will need to be addressed in the future.
- Councilmember Whitford asked if the chlorinator has been replaced, Councilmember Camarata stated that they did this a few years ago and replaced with a used one.
- It was discussed about talking to Gray & Osborne regarding this water audit and seeing when it needed to be done.
- Councilmember Smith thought the balance of the water sewer fund and the antenna lease revenue were two separate issues.
- Mayor Cort informed Council that Mike Varnum will be taking his level one certification test this week and Martin is doing well.
- Councilmember Smith asked where the City was with the water rights issue.
- Councilmember Whitford stated that the water rights are a huge deal for the City and they need to keep this on the radar.

**ADJOURN: 6:50 p.m.**

**Attest:**

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Mayor Pat Cort

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Debbie. Lee Clerk/Treasurer