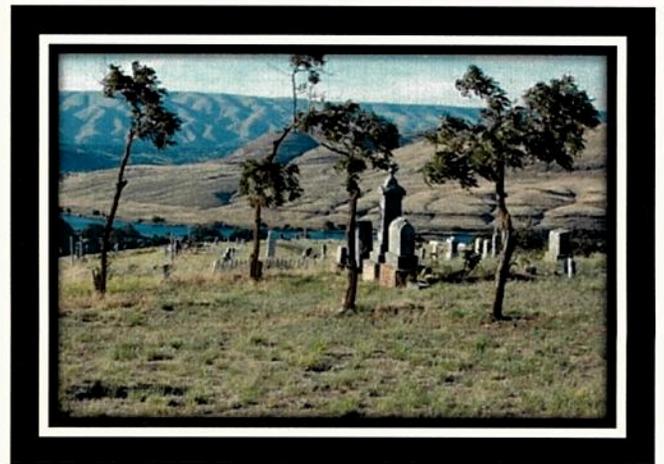
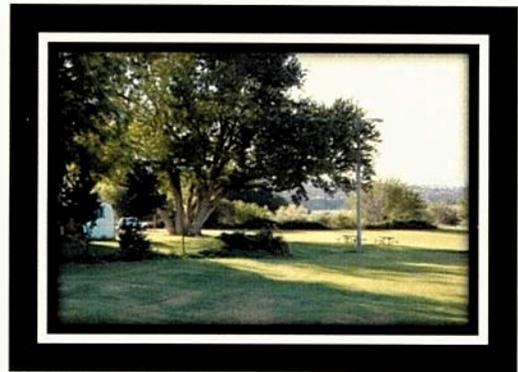
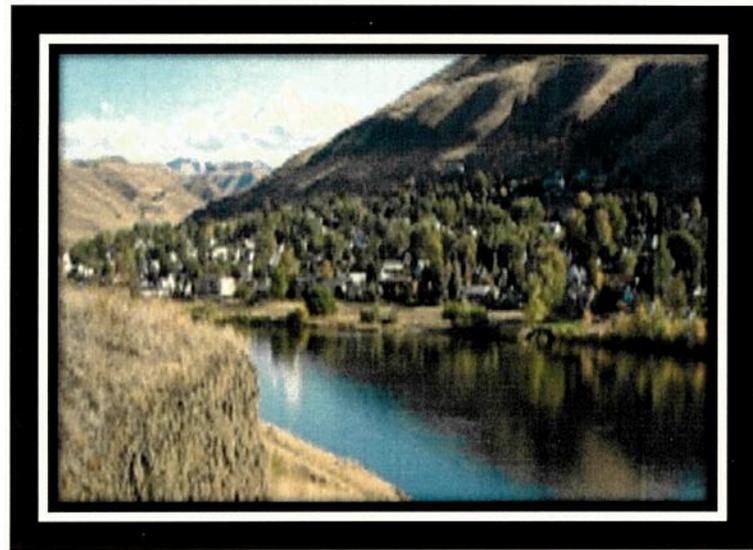
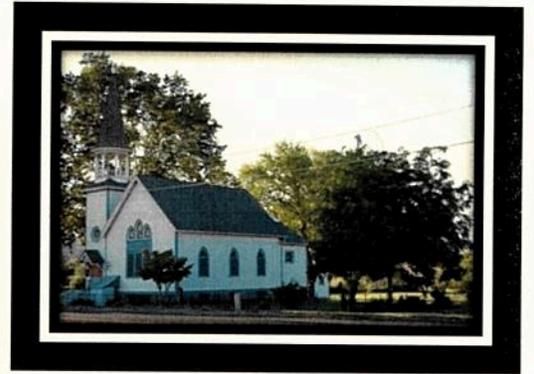
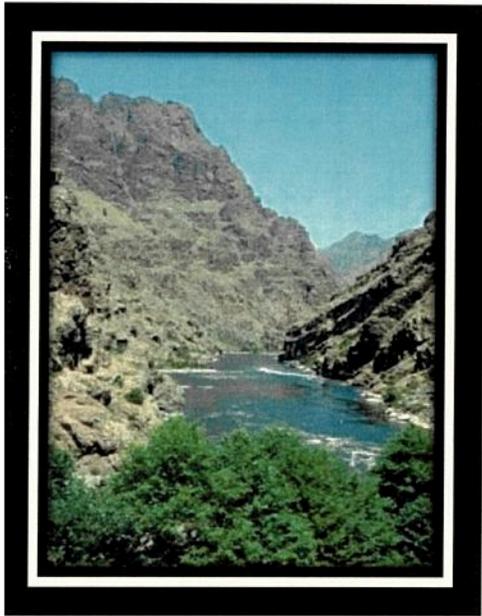


CITY OF ASOTIN.....2014 Budget



CITY OF ASOTIN 2014 BUDGET
TABLE OF CONTENTS

<u>CITY OF ASOTIN 2014 BUDGET</u>	1
<u>TABLE OF CONTENTS</u>	2
<u>DIRECTORY OF OFFICIALS</u>	3
<u>MAYORS MESSAGE</u>	4
<u>CITY OF ASOTIN SALARY SCHEDULE</u>	5
<u>ORDINANCE 2013-774</u>	6-7
<u>PREAMBLE</u>	8-14
<u>CITY OF ASOTIN MARINA WWRDA BILL</u>	15-16
<u>ORGANIZATIONAL CHART</u>	17
<u>VALUES, VISION, MISSION AND PHILOSOPHY</u>	18
<u>HOW LOCAL GOVERNMENT WORKS/HOW WE OPERATE</u>	19
<u>WHY GOVERNMENT IS NOT LIKE A BUSINESS</u>	20
<u>ASOTIN RECREATION</u>	21-22
<u>GLOSSARY OF BUDGET TERMS</u>	23-24
<u>CITY OF ASOTIN RECEIVES 25 YEAR EXTENDED LEASE FROM U.S. CORP OF ARMY ENGINEERS</u>	25-32



DIRECTORY OF CITY OFFICIALS

ELECTIVE

MAYOR

Vikki Bonfield

Expiration 12/2015

COUNCILMEMBERS

Joe Appleton

Expiration 12/2017

Jennifer Bly

Expiration 12/2015

Mervin Schneider

Expiration 12/2017

George Tucker

Expiration 12/2017

Robert Van Pelt

Expiration 12/2015

APPOINTIVE

Jane Richards

City Attorney

Eric Hasenoehrl

City Engineer

Noel Hardin

Admin Fire Chief

William Derbonne

Chief of Police

Scott Coppess

Commander

Monte Renzelman

SRO

Bill Frye

WWTP Operator

Bob Portlock

Public Works Superintendent

Tiffany Rogers

City Clerk/Treasurer

Tina Davidson

Deputy Clerk

Mayor Bonfield's Message

Asotin has seen many projects in 2013. Our Second Street project is nearly completed and our downtown is looking great. The City received a grant to create and install outdoor furniture for the downtown area; it will be installed soon. This project has instilled a great sense of pride in our community. The Memorial Bridge will be one of our construction projects over the next two years. What a great honor it will be to refurbish this outstanding memorial.

Much of our Waste Water Treatment Plant runs on original equipment that is 40+ years old. We applied for and received funding for a planning grant to review options to update the facility. The Council directed Keller Associates, Inc. to look for funding options to update the plant as indicated in the plan. The plan is available for review at City Hall. Because costs for updating the plant are huge, the City does not have the financial resources to pay for this update, sewer rates were increased this year to make us eligible for grant funding.

Stormwater gave the City a grant to assess the issue of stormwater drainage on Second Street from Wilson to Harding. Our streets will be reassessed by the State at the beginning of 2014. It is our hope that we will be able to do crack sealing, chip sealing and some overlaying in 2014 or early 2015.

We began working on a lease extension from the US Army Corps of Engineers in January of 2013 we received an extension on our Marina lease in December. This will allow the City to apply for Recreation Conservation Organization (RCO) funds to work toward getting our Marina up and running. We made contact with Cathy McMorris Rodgers office to request that she sponsor Asotin's request to have the property that is currently leased from the US Army Corps of Engineers returned to the City of Asotin. Ms. McMorris Rodgers did sponsor our request and it is in the Water Resources Reform Development Act (WRRDA) bill currently in Congress. If this bill passes the City will need to come up with about \$125,000.00 to pay for all of the permitting and processing by the CORP. I am confident that the community will support the City in this endeavor.

The City has been working with community organizations such as Asotin Tomorrow and Asotin Days to promote activities and economical development. Watch for 2nd Street 2nd Sunday activities.

Our Historical Church has been returned to the City and rather than try to find a congregation that can afford to maintain the church we have decided to use the building as a community center. I encourage everyone to consider this building when you need a space for activities. The City is also renting the Asotin Park facilities for activities.

2014 is looking promising; the City is working hard to make improvements for our citizens. As the Mayor I would encourage you to contact me if you have questions or concerns. It takes all of us to make Asotin a great place to live.

ORDINANCE #2013-774

AN ORDINANCE ENTITLED AN ORDINANCE FIXING THE ASSESSED VALUATION OF THE CITY OF ASOTIN FOR THE FISCAL YEAR OF 2014 THE ESTIMATED RECEIPTS AND DISBURSEMENTS FOR THE YEAR 2014 AND ADOPTING A BUDGET FOR THE CITY OF ASOTIN FOR THE YEAR 2014.

Whereas, the Mayor of the City of Asotin, Washington, completed and placed on file with the city Clerk/Treasurer a proposed budget and estimate of the amount of moneys required to meet the public expenses, reserve funds and expenses of government of the City of Asotin for the fiscal year ending December 31, 2014, and a notice was published that the council of Asotin would meet on the 9th day of December, 2013, at the hour of 5:30 pm at Asotin City Hall, 121 Cleveland Street for the purpose of making and adopting a budget for said fiscal year and giving taxpayers, within the limits of said city, an opportunity to be heard upon said budget; and;

Whereas, the 2014 proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Asotin for the purposes set forth in said budget, and the estimated expenditures set forth in said budget being all necessary to carry on the government of the City of Asotin for the 2014 fiscal year and being sufficient to meet the various needs of the City of Asotin during the 2014 fiscal year.

NOW THEREFORE, the City Council of the City of Asotin in regular meeting assembled do ordain as follows:

SECTION I:

That the budget for the City of Asotin, Washington, for the year 2014 is hereby adopted at the fund level in its final form and content as set forth in the document entitled **2014 FINAL BUDGET, CITY OF ASOTIN**, three (3) copies of which are on file in the Office of The City Clerk/Treasurer.

SECTION II:

That the assessed valuation of all taxable property within the municipal limits of the City of Asotin for the year 2014 be set at approximately \$82,192,070.

SECTION III:

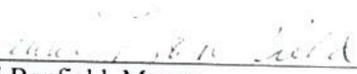
Estimated resources, including fund balances or working capital for each fund of the City of Asotin, and aggregate totals (net of transactions between funds) for all such funds combined, for the year 2014 are set forth in summary form below and are hereby appropriated for expenditures during 2014 as set forth below.

SECTION IV:

The City Clerk/Treasurer is directed to transmit a certified copy of the budget hereby adopted to the Division of Municipal Corporations in the State Auditor's Office and the Association of Washington Cities.

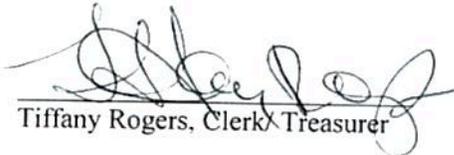
SECTION V:

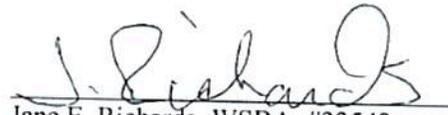
This ordinance shall be in full force and effect five days from and after its passage, approval, and legal publication in the Lewiston Tribune, a legal newspaper for the City of Asotin, Washington. Passed and approved this 23rd day of December, 2013.


 Vikki Bonfield, Mayor

Attest:

Approved as to form:


 Tiffany Rogers, Clerk/Treasurer


 Jane E. Richards, WSBA #33542
 Attorney for the City of Asotin

FUND	REVENUE	EXPENDITURES
CURRENT EXPENSE 001	\$663,555.00	\$663,541.00
EMS 101	\$ 63,020.00	\$ 56,270.00
CDBG 102	\$ 0	\$ 0
STREETS 103	\$134,024.00	\$133,170.00
CERB GRANT 104	\$ 10,500.00	\$ 10,500.00
CEMETERY 105	\$ 28,284.00	\$ 2,000.00
REET CAPT IMP 106	\$ 6,250.00	\$ 6,250.00
STADIUM/CONV 107	\$ 7,024.00	\$ 4,000.00
COMMUNITY CENTER CHURCH 122	\$ 8,520.00	\$ 8,520.00
FIRE DEPT BLDG RES 300	\$ 14,475.00	\$ 0
WATER 401	\$212,500.00	\$212,100.00
SEWER/WWTP 402	\$315,700.00	\$315,590.00
STORMWATER 403	\$169,196.00	\$165,646.00
WATER/SEWER RES 408	\$ 16,395.00	\$ 0
CEMETERY TRUST 601	\$ 12,952.00	\$ 0
ADVANCE TRAVEL 634	\$ 750.00	\$ 0
	\$1,663,145.00	\$1,577,587.00

2014 BUDGET TOTALS

City Of Asotin
MCAG #: 0195

Time: 10:02:11 Date: 01/02/2014

Page: 1

Fund	Revenues	Expenditures	Net
001 Current Expense Fund	663,555.00	663,541.00	14.00
101 EMS Fund	63,020.00	56,270.00	6,750.00
102 Community Development Block Grant Fund	0.00	0.00	0.00
103 Street Fund	134,024.00	133,170.00	854.00
104 CERB Grant Fund	10,500.00	10,500.00	0.00
105 Cemetary Fund	28,284.00	2,000.00	26,284.00
106 REET Captial Improvement Fund	6,250.00	6,250.00	0.00
107 Stadium/Convention Center Fund	7,024.00	4,000.00	3,024.00
122 Community Center Church	8,520.00	8,520.00	0.00
300 Fire Department Building Fund Reserve	14,475.00	0.00	14,475.00
401 Water Fund	212,500.00	212,100.00	400.00
402 WWTP - Sewer Fund	315,700.00	315,590.00	110.00
403 Stormwater Fund	169,196.00	165,646.00	3,550.00
408 Water/Sewer Reserve Fund	16,395.00	0.00	16,395.00
601 Cemetery Trust Fund	12,952.00	0.00	12,952.00
634 Advance Travel Expense Fund	750.00	0.00	750.00
	1,663,145.00	1,577,587.00	85,558.00

CITY OF ASOTIN was incorporated July 28, 1890. The City's classification is a non-charter code city, and has the mayor-council plan of government. The following is a list of funds and summarizes the revenues and expenditures.

CURRENT EXPENSE FUND # 001

Current Expense Fund generates the majority of its revenue from taxes and intergovernmental revenues. The current expense fund receives approximately 8.46% of the property taxes paid to the Asotin County Treasurer by our citizens. Local Retail Sales and Use Taxes are one-cent on the sale or consumption of goods and services. Admission Taxes are paid per ordinance #127 at five percent (5%) on all Admission Charges. B & O Taxes are charged at a rate of five percent (5%) as stated in ordinance #282 and #382. Real Estate Excise Tax is three quarters of one percent of the selling price of real estate sold in the city limits. License and Permit Fees are revenue from Business Licenses and Permits, Building Permits, and Animal Licenses. The City has adopted the Universal Building Code of 2003. Intergovernmental revenues are received from the State of Washington. These are mostly distributed per capita. Fines are the amount received by the City after the court has set the fine. The City pays a fee of \$20.00 per ticket for Court Charges. Miscellaneous Revenues are Checking Account Interest, Investment Interest, and any Donations/Contributions. Current Expense Expenditures are an estimated outlay to be incurred. A percentage of wages of the Clerk/Treasurer and Deputy Clerk, plus all wages for Law Enforcement, Fire Department and a percentage of the Public Works Superintendent are expended from this fund. The attorney for the city and a percentage of the state audit are also expended from this fund as well. The Marina, City Park, Chief Looking Glass Park and Riverpointe Park are all maintained and improved from the Current Expense Fund. The City of Asotin has a Volunteer Fire Department directed by Fire Chief Noel Hardin. Currently the city has fourteen volunteer firefighters. They are paid by a point system twice a year based on practices, meetings and actual fires they respond to. In January 2005, the City started its own Police Department. The City of Asotin is responsible for furnishing cost-effective services and well-maintained facilities, safeguarding the public and property, enhancing the community's favorable quality of life, protecting Asotin's natural environment and sustaining a health, growing economy for all to enjoy. Asotin is a progressive, safe and family-friendly community that welcomes diversity. It is noted for excellence in education, recreation, tourism, and citizen participation. This dynamic city, situated on the Snake River, actively supports opportunities for economic development that are in harmony with the area's unique natural resources. In 2008, the Council purchased the building at 121 Cleveland Street and 101 Second Street for a new City Hall and Police Department. The City kept ownership of the old City Hall at 130 2nd Street and rents it to a private party. There are minor remodeling issues to the new City Hall which will be addressed in the future. In 2010, the City of Asotin began a journey toward becoming a values-based organization, with less reliance on policies and 'rules'. To further this effort, municipal staff and City Council have embraced the values of teamwork, integrity and excellence. In 2013, the City passed Resolution #2013-492 to charge for Park Facility Rentals. The City Park had three RV Spaces installed with water and electricity that are available to rent year round. 2013 – 2016 City of Asotin was awarded the COPS Grant from the United States Department of Justice to hire one Asotin-Anatone School Resource Police Officer. The estimated amount of Federal Funds to be awarded over a three year grant period will be \$125,000.00. In 2013, City of Asotin submitted and accepted a Grant to the State of Washington, Department of Ecology for the Shoreline Master Plan Program for \$50,000.00. This is the first time the City of Asotin has

applied for the grant independently. The grant previously been applied for through Asotin County.

EMS FUND # 101

Resolution 2012-474 states it is deemed to be in the public interest that the citizens of the City of Asotin have the benefit of emergency medical services. In order to provide the revenue adequate to pay the costs of providing adequate life protection services, the City of Asotin shall levy each year for a period of six consecutive years beginning in 2013 and collect each year for a period of six consecutive years, ending in 2018, a general tax on taxable property within the District, in addition to the regular levy for maintenance and operation costs, in an amount not to exceed \$.50 per \$1,000.00 of assessed valuation of such property. In accordance with RCW 84.52.069 the funds raised by such levy shall be used only for the provision of emergency medical services, including related personnel costs, service contract costs, training for such personnel, and related equipment, supplies, vehicles and structures needed for the provision of emergency medical services. Resolution #2012-5 approving an intergovernmental cooperation agreement between the City of Lewiston, and Idaho Municipal Corporation, Asotin County Fire District No.1, a Washington Municipal Corporation, and the City of Asotin, a Washington Municipal Corporation; providing for the provision of ambulance service by the City of Lewiston to the Asotin County Fire District No1 and the City of Asotin authorizing and directing the Mayor and City Clerk/Treasurer to execute and attest, respectively, said agreement; and providing effective date of January 23, 2012. Contract to pay Asotin County Fire District No.1 \$25,000.00 a year for ambulance service from calendar year 2012 to December 31, 2017.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND # 102

In 2013, the City of Asotin applied to the State Department of Commerce for funding assistance through the Community Development Block Grant (CDBG) to request \$24,000.00 for a Planning Grant only to make upgrades to the Wastewater Treatment Plant Facility Plan, including removal and construction of new screw pump chambers and the replacement of brush rotors. The City received the grant funding and is going forward with the next steps to improve the Wastewater Treatment Facility Plant.

STREET FUND # 103

The Street Fund now consists of all revenues designated for streets and arterial streets and generates its revenue from property taxes and motor vehicle fuel taxes. About 7.05% of the property taxes paid to the Asotin County Treasurer by Asotin citizens are deposited into this fund. 35% of the general property tax received by the City is placed in this fund. The motor vehicle fuel tax is received from the State of Washington and is distributed based on the population as of April 1 of the proceeding year (1,235). The local share of state collected revenues for the gas tax in 2013 is projected at \$28,000.00. Street lighting is budgeted at \$23,000.00. In late 2010, the City of Asotin was awarded a grant from the Transportation Improvement Board (TIB) in the amount of \$571,548 with a 5% City of Asotin match. These grant dollars were for the resurfacing of 2nd Street, from Washington Street to Cleveland Street. This project was completed by late August, 2010. The City has just received word they have been awarded another grant from TIB in the amount of \$271,509. This will be used for the resurfacing of 2nd Street from Cleveland to the Memorial Bridge. This grant also has a 5% City match. The award of these grants was very exciting to the City of Asotin, as the original street surface had been in

place since the early 1900's. November 2012, the resurfacing of 2nd Street from Cleveland Street to the Memorial Bridge was completed and was a great improvement to the City. 2013, Curb Islands were finished with installation of the electricity and automatic sprinklers.

The City of Asotin has a six year transportation plan which includes the following roads:

[1]	Second Street	Repair / Asphalt	2600 L.F. 29' Urban Local Access	\$ 700,000.00
	Washington / Harding	Replace Sidewalks		
[2]	Fourth Street	Repair / Asphalt	2000 L.F. 29' Urban Local Access	\$ 695,000.00
	Harding / Wilson	Replace Sidewalks		
[3]	Harding Street	Repair / Asphalt	3300 L.F. 29' Urban Local Access	\$ 305,000.00
	First / Fourth	Replace Sidewalks		
[4]	Second Street	Curb / Gutter, Sidewalk,	200 L.F. Urban Local Access	\$ 45,000.00
	Baumeister / Mem Bridge	asphalt bridge approach		
[5]	Wilson Street	Curb / Gutter, Sidewalk	1,400 L.F. Urban Local Access	\$ 145,000.00
	Third / Riverpointe	West side		
[6]	Washington Street	Sidewalk East side	1,850 L.F. Urban Local Access	\$ 125,000.00
	Riverview Drive/Second			
[7]	Restoration of	Restoration		\$ 750,000.00
	Memorial Bridge			
[8]	Third Street	Approach		\$ 14,224.50
	Highway 129, Washington			

TOTAL ESTIMATED CONSTRUCTION FOR SIX YEARS

\$ 2,766,424.50

CERB FUND # 104

The CERB Fund was created for the Phase 4 of the Asotin Downtown Revitalization Project to purchase Street Furniture for Second Street. Resolution 2013-507 states the City of Asotin applied and accepted a Micro Grant through the Community Economic Revitalization Board (CERB) for funds of \$19,500.00 for the 2nd Street Furniture Project.

CEMETERY FUND # 105

The cemetery is a non-endowment cemetery. The interest from the Cemetery Trust Fund and the charges for the plots constitute the revenue received in this fund. The City has been doing the cemetery cleanup since 1999 (spraying, mowing, weed control, etc). The City has also started a volunteer program for cemetery refurbishing.

REET FUND # 106

Real Estate Excise Tax Fund Resolution 13-502 created a new fund titled Real Estate Excise Tax (REET) for the ¼ (0.25)% Real Estate Excise Tax monies to be deposited into a local municipal Capital Improvement Fund. The State of Washington is authorized to levy a real estate excise tax on all sales of real estate, measured by the full selling price, including the amount of any liens, mortgages and other debts given to secure the purchase at a rate of 1.28%. The County Treasurer collects all funds and distributes the amount collected for The City of Asotin. The City of Asotin receives .075% per RCW 82.45.060. The City of Asotin deposits ½ (0.50)% Real Estate Excise Tax (REET) into the City's General Fund. The City of Asotin levied an additional ¼ (0.25)% quarter percent tax that must be used for funds of any local capital improvement purpose indentified in RCW 35.43.040 and RCW 82.46.010.

STADIUM/CONVENTION CENTER FUND #107

The Stadium/Convention Center Fund gets its revenue from the Motel - Hotel tax. It is budgeted to be expended for the advertising of tourism. With the revenues from this fund, the City purchased Asotin Days banners in 2007. In 2011, the City purchased a new 'Welcome to Asotin' sign to greet people coming into town, traveling southbound on State Highway 129. In 2012, T-Shirts were purchased to sell as advertisement. In 2013, this fund paid for a webpage update to advertise the City of Asotin recreational area and to promote economic development.

DEBT SERVICE FUND #208 – SEWER / WATER

Debt Service Fund receives money from increased sewer & water charges for services provided to the public. It is not projected to be used in 2010. This fund was closed and deleted in 2013 and the fund balance transferred to the Sewer Fund per Resolution #13-498 due to debt service payments no longer needing to be tracked through a debt service fund.

FIRE DEPARTMENT BUILDING RESERVE FUND #300

Fire Department Building Reserve Fund was established in 2001. This fund receives money from fund raising events, grants and donations to the Fire Department. The expenditures pay for improvements/additions to the fire hall. It is projected that a minor building addition will be added in 2010.

WATER/SEWER/STORMWATER FUND # 401

Water/Sewer/Stormwater Fund is an enterprise fund used to account for the financing of the services provided to the public and all expenses are paid by user charges. The minimum water charges in 2014 will be \$25.00 which includes the first 1,000 cubic feet of water used, with the overage charge of \$.49 per 100 cubic feet. The sewer rates for the year 2013 will be \$39.51 month. The City installed a new Lower Water Reservoir with a loan from the Department of Community Trade and Economic Development. The initial loan amount was \$757,500.00 with an interest rate of 0.50% and loan term of 21 years. The City of Asotin made its first loan payment of \$35,390.41 in September 2008. The City also is repaying its loan to the Department of Ecology for the upgrade to the Wastewater Treatment Plant in 2005. This loan is \$505,000.00 at 1.5% interest with two yearly payments of \$29,664.43 over 20 years. The City of Asotin has also been awarded a Loan / Grant from the State of Washington Community, Trade and Economic Development CERB (Community Economic Revitalization Board) Board for the purpose of upgrading and extending our water main in the Northwest entrance to our City. The funding is \$142,000 in a loan with zero percent interest over 20 years with the first five years deferred; \$48,000 in a grant; and \$63,000 in matching funds from outside sources. The City began this project in the fall of 2010 with a projected end date of spring 2011. In 2014, new funds were created to separate the enterprise funds of Water, Sewer and Stormwater Funds. There are new Fund numbers for Water Fund #401, WWTP Fund #402 and Stormwater Fund #403 per Resolution # 13-501.

WATER FUND # 401

2014 Water Fund Resolution 13-501 establishes a separation of an existing utility in fund accounting to create a new and separate fund number for Water to establish individual fund balances for the year starting 2014. The City of Asotin shall create and establish a new and separate fund number (401) titled Water, to keep funding revenues and expenditures separate from other funding to establish Water fund balances.

SEWER/WWTP FUND # 402

2014 Sewer/WWTP Fund Resolution 13-501 establishes a separation of an existing utility in fund accounting to create a new and separate fund number for Sewer/WWTP to establish individual fund balances for the year starting 2014. The City of Asotin shall create and establish a new and separate fund number (402) titled Sewer/WWTP to keep funding revenues and expenditures separate from other funding to establish Sewer/WWTP fund balances. July 22, 2013, Sewer rates were increased by \$10.00 Resolution #2013-770. In 2013, the City of Asotin applied to the State Department of Commerce for funding assistance through the Community Development Block Grant (CDBG) to request \$24,000.00 for a Planning Grant only to make upgrades to the Wastewater Treatment Plant Facility Plan, including removal and construction of new screw pump chambers and the replacement of brush rotors. The City received the grant funding and is going forward with the next steps to improve the Wastewater Treatment Facility Plant.

STORMWATER FUND # 403

2014 Stormwater Fund Resolution 13-501 establishes a separation of an existing utility in fund accounting to create a new and separate fund number for Stormwater to establish individual fund balances for the year starting 2014. The City of Asotin shall create and establish a new and separate fund number (403) titled Stormwater to keep funding revenues and expenditures separate from other funding to establish Stormwater fund balances. In 2008, the City of Asotin went into a partnership with Asotin County and the City of Clarkston for Stormwater Management as driven by the Clean Water Act. In 2010, the City of Asotin began charging Stormwater Utility Fees in the amount of \$5.00 per ERU, with commercial being pro-rated per property size. In 2013, the Stormwater Utility Fee was reduced to \$4.00 per ERU, with commercial being pro-rated per property size. The City of Asotin entered into an Interlocal Agreement with Asotin County to manage the Stormwater Program. In 2013, Resolution 2013-508 the City applied and accepted a grant from the State of Washington Department of Ecology Funds for \$172,000.00 for the Second Street Stormwater Project. Also in 2013, The City identified a chronic drainage problem on Second Street in Asotin between Highway 129 and Harding Street. The City received a \$120,000.00 grant from the State of Washington Department of Ecology Funds for the Second Street Municipal Stormwater Capacity Grant Program. Resolution 2013-509 will allow funding to create a study and planning project. There is a zero percent match for the city.

WATER/SEWER RESERVE FUND #408

Water/Sewer Reserve Fund was established in the year 1999 and the income and revenues to this fund will be used by the City for capital improvements, restoration, maintenance, repair, upkeep and expansion of the City of Asotin's water and sewer facilities. All of the fees for water / sewer service hook-ups are deposited into this fund.



ASOTIN - Asotin is getting closer to regaining ownership of its waterfront property.

Mayor Vikki Bonfield said a plan to transfer significant pieces of land from the U.S. Army Corps of Engineers to the city of Asotin is making progress. If it all works out, leased property used for ball fields, Chief Looking Glass Park and a marina area could become city land again.

"To me, it is extremely important that this property comes back to the city," Bonfield said. "We need that area for public recreation and economic development. The corps have 100 percent of our waterfront and 60 percent of our flat land, and the water is part of who we are as a community."

The city of Asotin has been leasing the land from the federal agency since Lower Granite Dam was built in the 1970s. The land was acquired by the corps so it could control flooding. At the time, three additional dams were planned south of Asotin, and the waterfront property was going to be used as a staging area during construction, but the funding never came through, Bonfield said.

The city shop, baseball and softball fields and a boat launch area on the south end of town are all on corps' property, along with the football field and marina area near where Asotin Creek flows into the river.

The change in ownership could allow the Asotin-Anatone School District to sell 10 acres of vacant property in the Riverpointe area, Bonfield said. If the city owns the land now used for school sports, a long-term lease could be established with the district.

The transfer will cost Asotin \$125,000 to go through the permitting process and turnover of documents, which has to be done through the corps, Bonfield said.

"It will be difficult for us, but if we can get it through Congress, there is no way in hell we can't raise that money," Bonfield said. "I believe our community will come together for this, and there is no way we won't be able to be successful."

Local and federal officials have been working on the transfer for months. In addition, a lease extension with the corps is expected to be approved in Washington, D.C., this month, the mayor said.

Once the lease extension is approved, the first thing Asotin will apply for is a planning grant for the marina, the mayor said. When the original marina was built, the majority of boats were 16-footers and now it would need to accommodate jet boats. The popular launch filled with silt and was shut down after the stern-wheeler Steamboat Jean was moved several years ago.

Asotin is the last stop for boaters before they enter Hells Canyon, which is another reason getting the marina up and running is so important, Bonfield said.

Although it has taken a lot of time and energy to move forward with the lease extension and land transfer, officials are buoyed by the progress that's been made.

"I'm so excited," Bonfield said. "It's amazing this has happened. The person we owe the majority of this to is Wanda Keefer. The Port of Clarkston allowed her to help us. And Mike Poulson, who works for Congresswoman Cathy McMorris Rodgers, has been awesome."

Keefer, manager of the Port of Clarkston, said a two-prong strategy was used. The first objective was to make the ground eligible for state grants and that requires the lease extension. After the extension is granted, Asotin could begin applying for grants as early as April or May.

"We've gotten some success, but we can't do the happy dance yet," Keefer said.

That will happen when the ownership transfer is complete. The language authorizing the change was included as part of the Water Resources Reform and Development Act of 2013, which is making its way through Congress.

"The city has been challenged economically because of the amount of waterfront that has been removed from their tax base," Keefer said. "This will help them strengthen their economy."

THE CITIZENS OF ASOTIN

CITY COUNCIL

MAYOR

CLERK/TREASURER
FUNCTIONS
Administrative
Budgeting
Accounting
Payroll
Human Resources
Council Meetings
Public Records
Cemetery
Risk Management
Purchasing

DEPUTY CLERK
FUNCTIONS
Administrative Assistant
Customer Service
Cashier
Budget Assistance
Accounts Rec/Payable
Public Records
Water/Sewer Billings
Cemetery
Licenses
Website Designer
Grants

WWTP OPERATOR
FUNCTIONS
Facility Operator
Mechanic
Operate WWTP Computer
Laboratory Testing
Chemical Testing
Analyze Data
DOE Reports
Heavy Equipment Operator
Maintain Logs
Sludge Removal
Heavy Manual Labor
Back up Public Works Operator

Public Works
Superintendent
FUNCTIONS
Construction/Maintenance
Mechanic
Heavy Equipment Operator
Parks
Streets
Cemetery
Water
Meter Reader
Back up WWTP Operator
Corp of Engineer Levee
Snow Removal
Flood Maintenance

POLICE
FUNCTIONS
Emergency Services
Animal Control
Parking Control
Public Relations

FIRE/EMS
FUNCTIONS
Fire Protection
Emergency Medical Services

City of Asotin Values, Vision, Mission & Philosophy

Values

In 2010, the City of Asotin began a journey toward becoming a values-based organization, with less reliance on policies and 'rules'. To further this effort, municipal staff and City Council have embraced the values of teamwork, integrity and excellence.

- **TEAMWORK**: We will work together, demonstrating collaboration through mutual reliability, openness and flexibility to accomplish our goals.
- **INTEGRITY**: We will demonstrate an uncompromising allegiance to the core values of honesty, respect for others, loyalty, consistency, accountability and sincerity.
- **EXCELLENCE**: We will deliver a superior level of commitment, responsiveness, performance and provision of services to all, with the attitude that everything is worth our best effort.

Vision

Asotin is a progressive, safe and family-friendly community that welcomes diversity. It is noted for excellence in education, recreation, tourism, and citizen participation. This dynamic city, situated on the Snake River, actively supports opportunities for economic development that are in harmony with the area's unique natural resources.

Mission

The City of Asotin is responsible for furnishing cost-effective services and well-maintained facilities, safeguarding the public and property, enhancing the community's favorable quality of life, protecting Asotin's natural environment and sustaining a healthy, growing economy for all to enjoy.

Philosophy

We, the members of the Asotin Police Department:

- Believe the protection of life is our number one priority.
- Will respect and protect the rights and dignity of all persons and utilize the utmost in courtesy and compassion in every contact we make.
- Will strive for excellence in the delivery of police services and will utilize training, technology and innovation to accomplish our goal.
- We believe Asotin is a unique community in that we have a state highway running through our city, we have an outstanding school system, a growing residence area, are neighbors to the City of Clarkston and Lewiston, and we are an important part of our community's successes.
- To partner with the Asotin School District to provide a quality environment for learning in our schools.
- To partner with youth of our community and instill the true values and wholesomeness they deserve.

How Local Government Works

Criticism of government is in the news every day, and we understand your frustration. No one wants to pay taxes if they believe that money is going to waste. In the face of large federal deficits, we would like you to remember that local government is not the federal government. We provide essential public services, police and fire, street repair and improvements and parks as well as water and sewer and do so responsibly. We prepare a budget every year and by law, *we are not allowed to overspend our budget or operate in a fund deficit*. The State Legislature and the State Auditor's Office provide oversight and set the accounting standards that we use here in Asotin. We are audited every two years and the results are available for your review. We operate transparently and welcome your constructive input at public meetings, by phone or in person. We take our duty to you seriously.

How We Operate

In broad terms Asotin has three major types of activities that are organized into funds—governmental, enterprise and capital projects. Governmental activity, often called the Operating Budget, includes police, fire, streets and park services and is what most people think of when they think of government. Property taxes are the main source of revenue funding the Operating Budget. Enterprise activity includes utility services – water, sewer, and stormwater. Unlike governmental activity, enterprise funds are designed to operate like a business would, meaning these funds are self-supported through user fees. This means enterprise funds stand alone, and *by law we cannot use your water and sewer fees to support general government and the operating budget*. Capital Projects are the last major type of activity. As the name implies these are construction projects which can be governmental or enterprise in nature depending on the project. These are usually funded by major grants and reserves set aside for that purpose.

Why Government is Not Like A Business

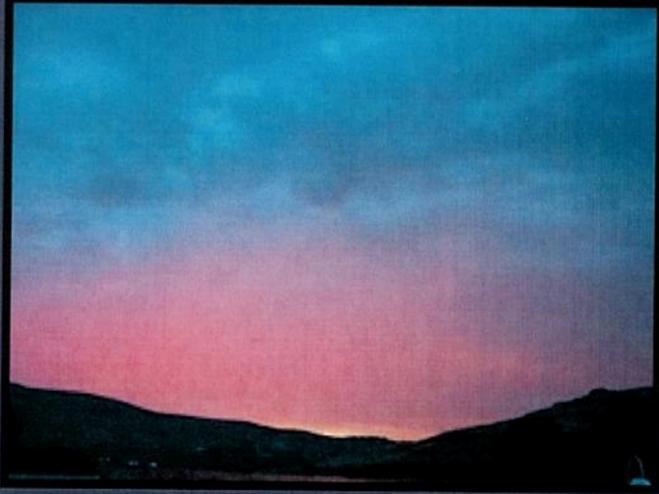
It's popular now to ask why government can't be more like business. Although there are parts of government which act like a business, the basic construct of government is the opposite of business in some important ways. Let's start with a central proposition. The public often criticizes government for "tax and spend" policies, but that is the foundation of government. The revenue has to come first, nothing can happen without it. In business, the saying is "you have to spend money to make money." So for business it's the other way around, you incur expenses in the hope of making money. Below is a grid highlighting the many contrasts between government and business:

	Government	Business
Business Cycle	Tax then spend	Spend then earn revenue
Intent	Provide service by maximizing spending on clients	Earn profits by minimizing spending on goods and services to clients
Payroll	Maximize worker's pay	Minimize worker's pay
Budgeting	Maximize services up to revenue	Minimize costs under revenues
Communication	Principals make decisions in public	Principals make decisions in private
Mobility	Governments can't relocate	Businesses can relocate

We present these differences not to create a fight, as both are legitimate models, but to encourage you to see that we have a different perspective from the business world. One common trait government and business share is the need for efficiency. And we strive for that here at Asotin especially in the tough economic times that we all face.

The City of Asotin

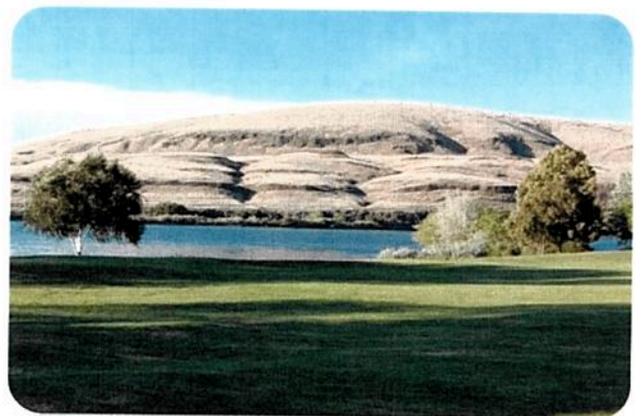
is located in the southeast corner of the State of Washington at the confluence of the Snake River and Asotin Creek on State Highway 129. Asotin's elevation is 760 feet. We have mild winters and beautiful sunny summers with outstanding sunsets.



Asotin is the former site of a Nez Perce Tribal winter camp and is named after the eels that were plentiful in Asotin Creek (Native name Has shu tin).

Asotin Parks

Asotin City Park is located on Asotin Creek. Reserve our Park for Weddings, Birthdays, Family Reunions, and Parties. RV spaces available.



Asotin Recreation

Hells Canyon is the deepest gorge in North American. We are the Jet Boat Capital of the World and offer Water Sports, Hunting, Hiking, Mountain Biking, Bird Watching, and Walking the levee pathway along the Snake River. The Asotin area also offers Year Round Golfing, Guided Fishing Tours, White Water Rafting, Camping, ATV Riding and Horseback Riding. Wild Huckleberry and Mushroom picking are only 30 minutes south of Asotin. Field Springs State Park offers Snow Shoeing, Cross Country Skiing and a Tubing Hill.



City of Asotin Vision

Asotin is a progressive, safe and family-friendly community that welcomes diversity. It is noted for excellence in education, recreation, and tourism. This dynamic city, situated on the Snake River, actively supports opportunities for economic development that are in harmony with the area's unique natural resources.

The City of Asotin is a dynamic community with diverse recreational opportunities and natural beauty, uniquely situated along the Snake River adjoining the States of Idaho and Oregon. Valuing safety, stewardship, and planned growth while harnessing community pride. Asotin provides unmatched quality for residents, businesses and visitors.

Glossary of Budget Terms

Account - A record of additions, deletions, and balances of individual assets, liabilities, equity, revenues, and expenses.

Administrative Services Departments - Refers to organizational units or departments that primarily provide services to other departments or divisions. These include:

Legislative - city council and its functions

Financial Services - the accounting, financial reporting, customer service, and treasury functions

Personnel Services - provides centralized personnel services to all city operations

Administrative Services - provides supervision of financial services and personnel services as well as budget, fiscal planning, tax and license, data processing, risk management, and other general administrative services

Civil Service - the independent panel that works with personnel/hiring issues for the Public safety departments

Agency Fund - A governmental accounting classification used to describe those situations where one jurisdiction is acting on behalf of another.

Appropriation - The legal spending level authorized by an ordinance of the city council. Spending should not exceed this level without prior approval of the council.

Assessed Valuation - The value assigned to properties within the city that is used in computing the property taxes to be paid by property owners.

BARS - The Budgeting, Accounting, and Reporting System for accounting systems prescribed by the Washington State Auditor's Office. All cities and towns in Washington use this system.

Benefits - City-provided employee benefits, such as social security insurance, retirement, worker's compensation, life insurance, medical insurance, vision insurance, and dental insurance.

Budget - A financial plan of operations for the city. It is a plan, not a list of accounts and amounts.

Capital Improvement Program (CIP) - The element of the budget that deals with the expenditure of funds on durable capital facilities and equipment, typically with a value of more than \$5,000.

Capital Outlay - A budget category that may be a part of a capital improvement program, or in the case of expending less than \$5,000 but more than \$500, is a part of the operating budget.

Capital Project - A single project within the Capital Improvements Program.

Cash Basis - A method of accounting in which income is considered earned when received and expenses are

incurred when paid. Most small cities and towns in the State of Washington use this method of accounting for its simplicity.

Costs Allocation - The assignment of applicable costs incurred by a central services department (like "administrative services") to a fund based on the benefit to the fund being assessed.

Councilmanic Bonds - Bonds that can be authorized by the city council without a vote of the public in an amount up to .75 percent of the assessed valuation of the city.

Current Expense Fund - See "General Fund"

Debt Service - Interest and principle payments on debt.

Debt Service Funds - The type of fund that accounts for the payment of debt service on general obligations of the city.

Designated Fund Balance - A portion of fund balance that has been designated by past council action for a specific purpose.

Enterprise Fund - A type of proprietary fund in which the direct beneficiaries pay for all costs of the fund through fees, or where a periodic determination of revenues and expenses is desired by management.

Fund - A self-balancing group of accounts that includes revenues and expenditures.

GAAP - "Generally Accepted Accounting Principles," which are mostly determined by the GASB for governments.

GASB - "Governmental Accounting Standards Board," which determines the underlying principles to be used in accounting for governmental activities.

General Fund - The fund of the city that accounts for all activity not specifically accounted for in other funds. Includes such operations as police, fire, engineering, planning, parks and administration.

General Obligations - Bonds or other indebtedness of the city for which the pledge made for repayment is the full faith and credit of the city.

Governmental Fund Types - Funds that provide general government services. These include the general fund, special revenue funds, capital projects funds, and debt service funds.

Intergovernmental Revenues - Interfund charges to pay for quasi-external transactions of the fund.

Internal Controls - A system of controls established by the city that are designed to safeguard the assets of the city and provide reasonable assurances as to the accuracy of financial data.

Internal Service Funds - A type of proprietary fund that accounts for the goods and services provided to other units of the city. Payment by the benefiting unit is intended to fund the costs of providing such services.

LEOFF - The "Law Enforcement Officers and Fire Fighters" retirement system of the state that provides coverage for city public safety employees.

Levy Rate - The property tax percentage rate used in computing the property tax amount to be paid.

Licenses and Permits - A revenue category of the city derived from business licenses and building or development permits.

LID - "Local Improvement Districts." A financing mechanism that permits the building of public infrastructure improvements which benefit a confined area and where the costs for those improvements are to be paid by the benefiting area land owners.

Operating Budget - The annual appropriation to maintain the provision of city services to the public.

PERS - "Public Employee Retirement System." The state system for public employment retirement applicable in most cities for employees, except where LEOFF is applicable.

Preliminary Budget - That budget which is proposed by staff to the council and has not yet been adopted by the council.

Proprietary Funds - A group of funds that account for the activities of the city that are of a proprietary or "business" character. See "Enterprise Fund."

Public Safety - A term used to define the combined budget of the police and fire departments.

Revenue Bonds - Bonds sold by the city that are secured only by the revenues of a particular system, usually the water/sewer fund and the regional water fund.

Special Revenue Funds - General government funds for which the source of monies is dedicated to a specific purpose.

Standard Work Year - 2,080 hours a year, 260 days (except leap year).

Working Capital - The year-end balance of current assets less current liabilities.

City of Asotin Receives 25 Year Extended Lease

AMENDMENT NO. 2 TO
DEPARTMENT OF THE ARMY LEASE NO. DACW68-1-96-15
TO THE CITY OF ASOTIN,
COVERING USE OF LOWER GRANITE LOCK AND DAM
ASOTIN COUNTY, WASHINGTON

TRACT NOS. 1503, 1506, 1522, 1523, 1524, 1525, 1526, 1527, 1529, 1530, 1531, 1563, 1605, 1607, 1609, 1611, 1613, 1615, 1620, 1623, 1624, 1625, 1626, and 1631

WHEREAS, by the Department of the Army Lease No. DACW68-1-96-15, executed on February 16, 1996 and ending on February 15, 2021, to the City of Asotin, hereinafter referred to as the Lessee, authorized use of certain Lower Granite Lock and Dam project lands for public park and recreational purposes; and

WHEREAS, Amendment No. 1 to the Department of the Army Lease No. DACW68-1-96-15, authorized the Lessee to add additional area to include Government Tract Nos. 1605, 1607, 1609, 1611, 1613, and 1615; and

WHEREAS, the Lessee requested an amendment to extend the current lease beyond the authorized 25-years; and

WHEREAS, the Director of Real Estate, Headquarters, US Army Corps of Engineers, approved the one-time authority to extend the lease term date for an additional 25-years, with the requirement to amend Conditions 11 and 12 to remove references to entrance fees; and

WHEREAS, Amendment No. 1 incorrectly refers to **Exhibit C** as **Exhibit G** as the environmental and condition report; and

WHEREAS, the requested extension of the lease will not conflict, interfere with, or adversely affect the operation of the Lower Granite Lock and Dam project for its authorized purposes and will not be against the public interest.

NOW THEREFORE, said lease No. DACW68-1-96-15 is hereby modified in the following particulars, but in no others:

1. The term of the lease is extended for an additional 25 years from its original expiration date to February 15, 2046.

2. Conditions 11 and 12 of the lease are hereby deleted and replaced with Conditions 11 and 12 below, to remove references to entrance fees.

11. FEES

“Fees may be charged by the Lessee for the use of the premises or any facilities, however, no user fees may be charged by the Lessee or its sub-lessees for use of facilities developed in whole or part with federal funds if a user charge by the Corps of Engineers for the facility would be prohibited under the law.”

12. ACCOUNTS, RECORDS AND RECEIPTS

“All monies received by the Lessee from operations conducted on the premises, including, but not limited to, user fees and rental or other consideration received from its concessionaires, may be utilized by the Lessee for the administration, maintenance, operation and development of the premises. Beginning 5 years from the date of this lease and continuing at 5-year intervals, any such monies not so utilized or programmed for utilization within a reasonable time shall be paid to the District Engineer. The Lessee shall establish and maintain accurate records and accounts and provide an annual statement of receipts and expenditures to the District Engineer. Annual or weekly entrance fees not collected on the Project, which also are honored at other recreational areas operated by the Lessee, are excluded from this requirement. The District Engineer shall have the right to perform audits or to require the Lessee to audit the records and accounts of the Lessee, third party concessionaires and sub-lessees, in accordance with auditing standards and procedures promulgated by the American Institute of Certified Public Accountants or by the state, and furnish the District Engineer with the results of such an audit.”

3. The following Condition 36 is added to the lease to include additional language on ground disturbance:

36. SITE SPECIFIC CONDITION ON GROUND DISTURBANCE

“Except as authorized herein, the Lessee shall not engage in any construction, alteration, demolition, or ground disturbing activities on the premises, unless such activities have been reviewed and approved by the District Engineer in accordance with the requirements of the National Historic Preservation Act of 1966 (16 USC § 470 et seq.). The Lessee shall be responsible for all costs, and any actions directed or required by the District Engineer, which are associated with the National Historic Preservation Act review process, or other applicable law.”

4. Exhibit D hereby replaces Exhibit A (Segment Drawing No. 16) and Exhibit B (Segment Drawing 16). Exhibit D is attached hereto and made a part hereof.

5. The following Condition 37 is added to the lease to include language on pesticides and noxious weed control:

37. SITE SPECIFIC CONDITION ON PESTICIDES AND NOXIOUS WEED CONTROL

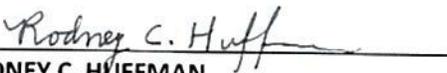
a. The Lessee shall be responsible for the control of all pests (to include noxious weeds) within the leased premises in accordance with all applicable Federal, state, county and local laws, rules and regulations. Unless notified otherwise by the District Engineer, the Lessee shall report anticipated usage of pesticides in the upcoming year on the Pest Control Anticipated Application Record. An example of the Pest Control Anticipated Application Record is attached as **Exhibit E**. The Pest Control Anticipated Application Record shall be submitted electronically by e-mail no later than January 1st of each year to the US Army Corps of Engineers, Walla Walla District, Lower Granite Natural Resources Office, Project Pest Manager. An e-mail address will be provided in separate correspondence. The Lessee shall be responsible for the control of all noxious weeds within the premises. The use of any pesticides on Corps of Engineers lands or waters shall be in accordance with all applicable Federal, State and local laws, rules and regulations. All pesticides shall be applied only by a State of Washington Certified Applicator. The Lessee shall report anticipated usage of pesticides for pest control purposes in the upcoming year, to the Project Pest Manager, not later than January 1st of each year. The reporting format will be provided to the Lessee by the Lessor along with a list of pesticides and methods that may be utilized. Approved methods, pesticides and reporting formats may change from time to time during the lease term. The Lessor will notify the Lessee no less than sixty (60) days prior to changes.

b. Unless notified otherwise by the District Engineer, within seven (7) days after each application of any pesticide, the Lessee shall complete the Pest Control Application Record. An example of the Pest Control Application Record is attached as **Exhibit F**. The Pest Control Application Record shall be submitted electronically by e-mail no later than January 1st of each year to the to the US Army Corps of Engineers, Walla Walla District, Lower Granite Natural Resources Office, Project Pest Manager. An e-mail address will be provided in separate correspondence.

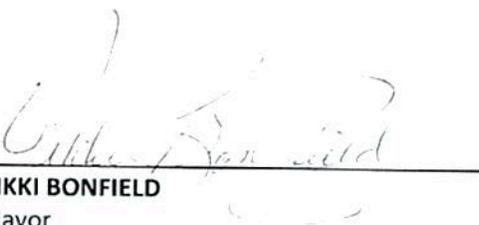
c. The Lessee and/or its contractors shall perform work-planning and annual reporting by submitting data via one of two options. For applicators that are not GIS-capable, PDF records are used to collect both anticipated and actual pest control information. In this case, a recreational-grade Global Positioning System (GPS) handheld unit will be used to mark the location of infestations and applications. The GPS shall be accurate to a minimum of ± 50 feet (15 meters), with a preferred accuracy of 10 feet (3 meters). Coordinates shall be submitted in the WGS84 Coordinate System using decimal degrees. Applicators that possess GIS capabilities can populate a template geo-database with pest control data.

In all other respects, the covenants, provisions and conditions of said lease shall remain in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand by authority of the Secretary of the Army this 18th day of December 2013.


RODNEY C. HUFFMAN
District Chief of Real Estate
Real Estate Contracting Officer

THIS AMENDMENT NO. 2 to Department of the Army Lease No. DACW68-1-96-15 is also executed by the Lessee this 16 day of December 2013


VIKKI BONFIELD
Mayor
City of Asotin

ACKNOWLEDGMENT

STATE OF WASHINGTON)

: ss

COUNTY OF WALLA WALLA)

On this 18th day of December, 2013, before me the undersigned Notary Public, personally appeared Rodney Huffman District Chief of Real Estate, U.S. Army Engineer District, Walla Walla, Washington, known to me to be the person described in the foregoing instrument, who acknowledged that he executed the same in the capacity therein stated by authority of the Secretary of the Army and for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 18th day of December 2013.



Brad L. Achziger
Notary Public in and for the State of Washington,
residing at Walla Walla
My commission expires on 8/23/2014

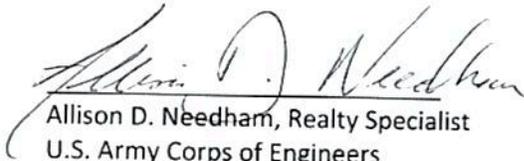
CERTIFICATE OF AUTHORITY

I Tiffany Rogers certify that I am the clerk/treasurer of City of Austin, that Mayor Benfield who signed the foregoing instrument on behalf of the Lessee was then Mayor of City of Austin. I further certify that the said officer was acting within the scope of powers delegated to this officer by the governing body of the Lessee in executing said instrument.

Date: 12/16/13

Tiffany Rogers / Clerk/Treasurer
Clerk or Appropriate Official

THIS INSTRUMENT PREPARED BY:



Allison D. Needham, Realty Specialist
U.S. Army Corps of Engineers
201 N. Third Avenue
Walla Walla, Wa 99362-1876
509-527-7325

REVIEWED FOR LEGAL SUFFICIENCY BY:



Phillip T. Paradise, Attorney
U.S. Army Corps of Engineers
201 N. Third Avenue
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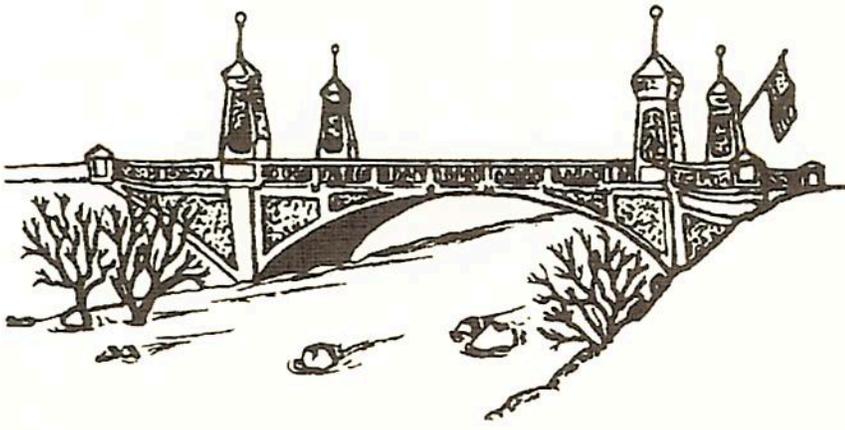


City of Asotin, WA
Lease No. DACW68-1-96-15

0 100 200 400 Feet

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