



Castleford City Council Agenda

Minutes – FY2026 Workshop

Date: July 15, 2025 6pm

Location: 300 Main Street – Castleford, Id

Meeting was called to order by Cliff Lockhart, Mayor at 6:05p.m. Council members in attendance: Cliff Lockhart, Pansy Pettit, Che Walker, Jennifer Gray, Justin Walker. City employees in attendance: Stacie Darrow, Kristina Scott. Public in attendance: None

Pledge of Allegiance

1. **Establish Quorum:** Stacie established a Quorum
2. **Agenda Amendment:** Justin motions to amending the agenda, adding discussion and action item: City CD investments, Che 2nd , All Aye

Special Meeting / FY2026 Workshop

1. Special Meeting / Workshop for FY2026 Budget Review:

Kristina opens discussion and workshop explaining projected FY2026 Budget. Kristina explains to the council where all revenue is currently generated, and what the expected expenditures are for FY2026. Kristina informs council of fund balances for the end of FY2025. The council is thus notified of the expected shortfall to the FY2026 Budget and that it will be necessary to have an increase to Utility Service Rates and or cuts to the budget in order to meet the FY2026 budget. During this workshop the Mayor, Cliff Lockhart voices that he is against any increases to Utility Services. Pansy requests a line by line item discussion to examine and discuss the proposed appropriation of funds. The council then reviews items line by line in open discussion. The following items were actions items for the FY2026 budget:

- A. Pansy motions to reduce the city council pay from \$200/mo. to \$100/mo., Jennifer 2nd – Roll Call Vote: Justin – Aye, Jennifer – Aye, Pansy – Aye, Che – Aye Motion passed.
- B. Pansy motions to add an Administrative Fee to Utility Service Billing of \$5/mo. that will be appropriated to the General Fund. Jennifer 2nd , Roll Call Vote: Justin – Aye, Jennifer – Aye, Pansy – Aye, Che – Aye Motion passed.
- C. Pansy motions to approve the General Funds Budget with discussed changes, Che 2nd, Roll Call Vote: Justin – Aye, Jennifer – Aye, Pansy – Aye, Che – Aye Motion passed.

- D. Jennifer motions to approve the Sewer Budget with discussed changes, Che 2nd, Roll Call Vote: Justin – Aye, Jennifer – Aye, Pansy – Aye, Che – Aye Motion passed.
- E. Jennifer motions that Water Service Base Rate be increased by \$14.75/mo. Che 2nd Roll Call Vote: Justin – Aye, Jennifer – Aye, Pansy – Aye, Che – Aye Motion passed.
- F. Che motions to approve the Water Budget with discussed changes, Jennifer 2nd, Roll Call Vote: Justin – Aye, Jennifer – Aye, Pansy – Aye, Che – Aye Motion passed.
- G. Jennifer motions to approve all remaining utility funds budgets (Irrigation, Capital Improvement, and Street as presented), to include an increase to Garbage Services by \$0.25/mo. for 1st can with additional cans increased to \$1/mo. to reflect annual cost increase implemented by Republic Garbage Services. Che 2nd, Roll Call Vote: Justin – Aye, Jennifer – Aye, Pansy – Aye, Che – Aye Motion passed.
- H. Pansy motions to move forward with the scheduled Public Hearing for FY2026 Budget as well as 2nd Public Hearing for Rate Increases and implementation of new Administrative Fee, Che 2nd, motion passed. Roll Call Vote: Justin – Aye, Jennifer – Aye, Pansy – Aye, Che – Aye Motion passed.

- Both Public Hearings are scheduled for August 12, 2025 at 7pm. Public Hearing 1 and 2 will publish August 2, 2025 and August 9, 2025 in the Times News as required. The Clerk is to post signage of Public Hearing to the front of City Hall and have information brochure/packet regarding the budget appropriations available for the public by the end of July 2025.

2. **CD investment:** Two of the City CD's mature next Tuesday July 22, 2025, Treasurer needs instructions from council how to proceed. Pansy motioned that both CDs maturing will be cashed out to pay for existing project expenditures, Justin 2nd, Roll Call Vote: Justin – Aye, Jennifer – Aye, Pansy – Aye, Che – Aye. Motion passed.

- Council will revisit investing opportunities again at the end of FY2025, in the off chance there are any funds remaining to invest. However, it is noted at the current time funds will not be available for reinvestment.

Discussion/Concerns for future agenda: None

Public Comment: None

Adjourn Meeting: Cliff motions to adjourn the meeting at 740pm, 2nd by Justin 2nd. Motion passed

Next meeting August 12, 2025 7pm FY2026 Public Hearing/Council Meeting

Stacie Darrow, City Clerk

Approved on