



MINUTES

City Council Regular Meeting

6:30 PM – Monday, January 8, 2018

Council Chambers, City Hall – 500 E Main St

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Logan called the meeting of the Othello City Council to order at 6:30 and led a silent invocation and the Pledge of Allegiance.

ROLL CALL

Councilmembers Present:

Eugene Bain
Genna Dorow
Corey Everett
Angel Garza
Larry McCourtie
John Lallas
Mark Snyder

Councilmembers Absent:

ADMINISTRATIVE STAFF PRESENT

Shawn Logan, Mayor
Wade Farris, City Administrator
Rebecca P. Ozuna, City Clerk
Spencer Williams, Finance Officer
Terry Clements, Public Works Director
Anne Henning, Community Development Director
Phil Schenck, Police Chief

CITIZEN INPUT

There was none.

APPROVAL OF AGENDA

Council carried a motion to approve the agenda. M/S Dorow/Garza

CONSENT AGENDA

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- A. Approval of City Council Minutes of December 11, 2017
- B. Approval of City Council Workshop Minutes of January 2, 2018
- C. Approval of 2017 Payroll and Related Checks
- D. Approval of 2017 Accounts Payable Checks
- E. Approval of 2018 Accounts Payable Checks
- F. Resolution to Release Retainage for Dug Excavation for 2017 Street Overlay Project

Accounts Payable was audited and certified by the Auditing Officer, as required by RCW 42.24.080; and those expense reimbursement claims certified and as required by RCW 42.24.090, have been recorded on a listing that has been reviewed by the Council audit committee and is available to the Council.

2017 Accounts Payable Check No. 40967 to No. 49109 in the amount of \$121,310.87.

2017 Accounts Payable Manual Check No. 5412 to No. 5413 in the amount of \$394,191.20.

2017 Accounts Payable Check No. 49110 to No. 49152 in the amount of \$202,771.83.

2018 Accounts Payable Check No. 49153 to No. 49168 in the amount of \$264,063.29

Payroll and Related Expenses Check No. 30816 to No. 30854 in the amount of \$394,520.45.

Council carried a motion to approve the Consent Agenda, as presented. M/S. Bain/Dorow

CURRENT BUSINESS

RESOLUTION FOR PARK AND RECREATION FEE SCHEDULE

Park and Recreation Coordinator Amy Hurlbut mentioned that after reviewing our budget position for the current year and studying the trends over the past 5 years, it is clear the cost in the Parks and Recreation Department are rising and the fees are not rising in accordance with increased cost. It is important to remember that the Parks and Recreation Department provides services for our community, many of which will never turn a profit. Ms. Hurlbut commented It then becomes the responsibility of the City to mitigate loss and raise fees fairly and judiciously across the department.

Ms. Hurlbut commented that to avoid potentially large increases in future years, the council committee believes that a small 3%- 5% increase should be imposed annually. This is keeping the increase within this range aligns with the COLA and creates a predictable schedule that is fair and reasonable for the public. Also, the increases in 2018 is larger than the 3%-5% ongoing increase for the reason to bring up fees closer to current expenditures. Ms. Hurlbut recommended the resolution be approved with the support from the Park and Recreation Committee.

Councilmembers Garza and Dorow complimented Ms. Hurlbut in her research and support the changes because it is a slow and steady increase over the years and avoids the issues of a large increase every 5-6 years. Councilmember Lallas also stated that the real picture can be seen in the profit and loss report presented and stated that the City is doing the best they can to reduce

the loss to the City. Mayor Logan gave a brief overview of a discussion he had with Ms. Hurlbut with regards to the advancement of the Park and Recreation Department.

Council made a motion to APPROVE RESOLUTION 2018 ADOPTING CHANGES TO THE PARKS AND RECREATION FEE SCHEDULE. M/S Lallas/McCourtie. This shall be known as Resolution 2018 - 02

RESOLUTION UPDATING BUILDING PERMIT FESS PER VALUATION

Councilmember Angel Garza recused himself from discussion due to conflict of interest and step down to join gallery as a citizen. Community Development Director Anne Henning reported the last time building permit fees were updated was in 2012. Resolution 2012-08 states that valuations are to be based on the Building Valuation Data developed by the International Conference of Building Officials, April 2002. This resolution was a replacement of Resolution 2010-07, which also used the 2002 valuation. The previous resolution, 2007-30, did not state a basis for determining valuation.

Ms. Henning commented that most costs, including cost of construction, have increased since 2002 and because building permit fees for new construction are calculated based on value, using old numbers leads to artificially low permit fees. Various spreadsheets were presented to Council to show how Othello's permit fees are less than the 16 other Eastern Washington cities surveyed. (Spreadsheet 1 is Residential permit fees, sorted lowest to highest; spreadsheet 2 is Commercial permit fees, lowest to highest; and spreadsheet 3 is Eastern Washington cities, sorted by population). Ms. Henning clarified that staff is not proposing changes to the permit fees themselves, just how the valuations are determined.

Ms. Henning stated that raising the valuation to 100 % of the 2017 values would make Othello's permit fees higher than most of the other 16 cities. Therefore, staff proposes using a percentage of the current valuation, so that valuation will rise over time as costs rise. Ms. Henning reported that using 83% of the valuation would make Othello's permit fees in the middle of the group of 16 other Eastern Washington cities and based on past discussion with the Council and a recent meeting of the Finance Committee, the suggestion is to only increase the cost to builders by half this year by using a smaller percentage of the full valuation, which would be around 70% of valuation for 2018 and 83% for 2019.

Councilmember Snyder mentioned he was on the Finance Committee and stated that like the approach taken for the Park and Recreation department they decided to same and raise the fees in slow increments and not all at once every few years. Councilmember Dorow concurred with the statement given by Councilmember Snyder and mentioned that she likes that idea of using only a percentage as it is not a large burden on the builders. Councilmember Bain commented that with this the City is also not wanting to discourage growth and want to see the city continue to grow. The Council and staff continued discussion about what valuation table would be referenced, how it will be tied into the resolution and the possibility of having a link put on

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the website of the valuation table, so citizens can know beforehand an estimated value of the permit.

Angel Garza, Owner of Palos Verdes LLC., commented that he appreciates and likes the slow steady increase of fees because it helps to adjust the prices of the homes every year and provides advance knowledge of what the permits fees are going to be. He also mentioned that the increase is fair and in the middle which is better then what was proposed at the previous council meeting.

Council carried a motion to APPROVE RESOLUTION 2018-03 UPDATING BUILDING VALUATIONS FOR CALCULATING PERMIT FEES. M/S Dorow/Bain. This shall be known as Resolution No. 2018 - 03

Councilmember Angel Garza returned to council after motion passed.

AGREEMENT WITH SAGEHILLS VETERINARY CLINIC TO UPGRADE STORMWATER LINE

Community Development Director Anne Henning reported Dr. Sheena Sorensen is in the process of constructing Sagehills Veterinary Services, a new location for her business, at the northwest corner of Broadway Avenue and Fir Street. As part of the necessary infrastructure for this project, a stormwater main needs to be added along the west side of the property, within Broadway Avenue. Ms. Henning mentioned that the City standard 12" diameter main would meet the needs of the development; however, a 24" main would provide much better capacity for the City's stormwater system. So, to meet future needs of the system, a larger pipe should be installed now rather than having to remove and replace the pipe in the future and the incremental cost of upsizing the pipe now will be much less than removing and replacing the pipe in the future. An estimate from the City engineers was provided showing the total project is \$34,140, and the estimate for the City's responsibility to increase the pipe size is \$13,010.

Councilmember Lallas asked if a diagram was provided to see the difference in size. Dr. Sheena Sorensen provided an updated diagram showing the upgrading of the line and gave a brief overview of what she is hoping the new establishment will bring to the City of Othello.

Councilmember Lallas asked Public Works Director, Terry Clements, if the proposed connections would be the first off Broadway Ave and was responded that the connection would be off Fir Street not Broadway Ave. Discussions were held about other connections in the area and the possibility of when those would be corrected. Councilmember McCourtie asked Dr. Sheena asked if the Cities process is holding up her construction and she mentioned she does not foresee any issues.

Council made a motion to authorize the expenditure of up to \$13,010 to upsize the stormwater main Sagehills Veterinary Services will be installing in Broadway Avenue, from 12" to 24" diameter. M/S Lallas/MCCourtie.

ORDINANCE AMENDING OMC CHAPTER 13.08 TITLED “CRITICAL AREAS” AND CREATING CHAPTER 13.10 TITLED “CRITICAL AREAS – CRITICAL AQUIFER RECHARGE AREAS”, CHAPTER 13.11 TITLED “CRITICAL AREAS – FISH AND WILDLIFE HABITAT CONSERVATION AREAS”, CHAPTER 13.12 TITLED “FREQUENTLY FLOODED AREAS”, CHAPTER 13.13 CRITICAL AREAS – GEOLOGICALLY HAZARDOUS AREAS”, AND CHAPTER 13.14 TITLED “WETLANDS”.

Community Development Director Anne Henning reported that to comply with state requirements, our Critical Area Ordinances need to be updated. Critical areas include Frequently Flooded Areas, Critical Aquifer Recharge Areas, Geologically Hazardous Areas, Fish and Wildlife Habitat Conservation Areas, and Wetlands. Previous staff acquired a grant and worked on updating the existing OMC 13.08, including expanding it into several new OMC chapters.

Ms. Henning mentioned that these sections of the code were reviewed by the Planning Commission August 17, 2015; November 16, 2016; February 22, 2017; and March 20, 2017. The draft was presented to the Council and a public hearing held April 3, 2017. There was no public testimony. After the hearing, the draft was sent to Washington Department of Commerce for State review during a 60-day comment period. Some deficiencies in the draft were noted by various agencies. Ms. Henning reported that since then staff has been working with the agencies and the consultant hired through the grant to correct those deficiencies and improve the document, in which the current draft is the end result.

Council carried a motion to ADOPT ORDINANCE 1505 AMENDING OMC CHAPTER 13.08 TITLED “CRITICAL AREAS” AND CREATING CHAPTER 13.10 TITLED “CRITICAL AREAS – CRITICAL AQUIFER RECHARGE AREAS”, CHAPTER 13.11 TITLED “CRITICAL AREAS – FISH AND WILDLIFE HABITAT CONSERVATION AREAS”, CHAPTER 13.12 TITLED “FREQUENTLY FLOODED AREAS”, CHAPTER 13.13 CRITICAL AREAS – GEOLOGICALLY HAZARDOUS AREAS”, AND CHAPTER 13.14 TITLED “WETLANDS”. M/S Dorow/Lallas. This shall be known as Ordinance No. 1505

ELECTION OF MAYOR PRO TEM

Councilmember Mark Snyder nominated Councilmember John Lallas to serve as Mayor Pro Tem for a period of one year. Seconded by Councilmember Larry McCourtie.

Councilmember Eugene Bain nominated Councilmember Genna Dorow to serve as Mayor Pro Tem for a period of one year. Seconded by Councilmember Corey Everett.

Vote was casted and Councilmember Genna Dorow was elected to serve as Mayor Pro Tem for a one year term on a 4-3 vote. Motion carried.

REVIEW OF COUNCIL COMMITTEE LIST

Mayor Logan and Council reviewed and updated committee list.

UNFINISHED BUSINESS

There was none.

NEW BUSINESS

City Administrator announced the Annual Chamber banquet on February 23rd at the Bethel Assembly Church. He mentioned the raffles tickets are \$25 and banquet tickets are \$30 which himself and Mayor have.

Mayor Logan announced that the Evergreen Implement has been sold to RDO, the largest John Deere outfit in the country, and hopes to present the Thieme Family with a proclamation or have the Council approve a resolution in appreciation for all their years of service to the community.

ADJOURNMENT

With no further items to discuss, Mayor Logan adjourned the Council meeting at 7:40 p.m.

By: _____
SHAWN LOGAN, Mayor

ATTEST:

By: _____
REBECCA P. OZUNA, City Clerk