

**CALL TO ORDER:**

Mayor Pro Tem Kenneth Johnson called the meeting to order at 7:00 p.m.

**Present:** Councilmembers: Ken Caylor, Dan Dever, Genna Dorow, Charles Garcia, Kenneth Johnson, Mark Snyder, and Marc Spohr.

**Also Present:** City Administrator Ehman Sheldon; Department Heads: Finance Officer Mike Bailey, Assistant Police Chief David Inks, City Clerk Debbie Kudrna, and Municipal Services Coordinator Jay Van Ness.

**Absent Was:** Mayor Tim Wilson.

**MAIN STREET BEAUTIFICATION JOINT COMMITTEE REPORT**

Lynette Cruthers from the Main Street Beautification Committee explained that they had asked the City to install power and water infrastructure during the reconstruction of Main Street. They would like to include trees and lamp posts from 14<sup>th</sup> Avenue to Broadway on Main Street, replicating the trees and lamp posts at Columbia Basin Health Association (CBHA). The cost for installing the water and electricity infrastructure to the sidewalk is approximately \$60,000. She asked that Council approve this project cost in the Main Street reconstruction project. Then, they will work on the installation of the actual trees and lighting.

Engineer Larry Julius from Gray & Osborne advised they have research several scenarios for the water and electrical installation, including new sidewalks. He reported that installing electrical conduits and water service piping on Main Street for future use is approximately \$58,000 - \$60,000. If we were to do one block at a time of the entire project, including lighting, trees, concrete sidewalk on one block at 7<sup>th</sup> Avenue and Main Street that would be approximately \$100,000. If they were to install the water and electrical for future use and completely replace the sidewalk would be approximately \$400,000. If they were to do all of the trees, electrical and all of the sidewalks, it would be approximately \$980,000. If they were to add any of these scenarios to the project, it would not impact the current construction time schedule. They expect to be in construction in late June. The City has developed a list of acceptable trees to choose from to be planted in concrete wells in the sidewalks. Mr. Julius advised that most of the sidewalks are in decent shape, excluding one block at 7<sup>th</sup> Avenue. Councilmember Dorow stated that their intention is to get the water and electrical to curbside and they would research grants and supplemental funding for the lighting and trees. Mr. Sheldon advised that Council needs to solidify what to do in order to bid out the project and have the Councilmanic bond amount secured. Councilmember Dorow advised that the costs for the project could be used as matching for grant funding applications. Mr. Julius advised that this could be included as an add-on to the Main Street construction project. This will be presented to the Council at the next meeting.

**PORT DISTRICT REQUEST FOR REIMBURSEMENT – SR 26/REYNOLDS WATER CROSSING**

Municipal Services Coordinator Jay Van Ness advised that Council previously discussed the Port District's request for \$11,235 for a new tee and valves at the SR 26 and Reynolds Road water project. He explained that the State allowed the Port District to do an open cut to install the water line to their future development. The City required the minimum to make the connection for the Port District at that site. The existing tee was set to go east and did not allow connection to the south. Othello Port District Manager Mike Beardsley stated that the water line should have been prepared for growth to the south and should be a city investment. He noted that they are not asking for the City to pay for the upsizing of the water line from an 8" to a 12" line. They made the decision to install the new valves and tee. He believes the business park will provide growth. He noted that the City will be installing sewer infrastructure up to the business park property. Councilmember Caylor stated that the City could have paid towards upsizing the water line and he recommends the City share in the cost, noting that the Port and City will benefit from the project. Councilmember Spohr explained that a portion of property taxes are appropriated to the Port District and he disagrees paying this additional amount. Municipal Services Coordinator Jay Van Ness explained that staff did not ask for anything above what the plans indicated. The tee and valves were what was required for the Port District to do the project; there was no benefit for the

City to require more. Mr. Van Ness explained that a latecomer fee is not an option for the portion of this work.

Councilmember Spohr proposed that this issue not be added to the next Council agenda. Councilmember Garcia agreed. Mr. Beardsley advised that they could have removed the existing tee and tied directly into the existing water line without installing the new tee and valves. Councilmember Spohr asked if the tax payers ever voted to pay taxes to the Port District. Council's consensus was to not consider this any further.

#### **CATHOLIC CHARITIES TAX REQUEST**

Finance Officer Mike Bailey explained that in 2003 the Othello Housing Associates entered into an agreement to voluntarily make annual contributions in lieu of taxes to the City in the amount of \$3500. The development has 26 units and averages 107 tenants. It maintains 98%-100% capacity. If a family income exceeds the 80% level income after admission into tax exempt housing, the property tax status is affected. At least 74% of the tenants have to remain under the State designated level to maintain the 100% tax exemption. In 2009, Desert Haven paid property taxes because 39% of their tenants were over the state threshold. The Othello Housing Associates have asked the City to amend the current agreement to suspend the voluntary contribution in any year in which the project property tax exceeds \$3500. Mr. Bailey recommended netting the City's share of property tax payments against the agreed amount of \$3500. If the City's share of the property tax payment is less than \$3500, Desert Haven would pay the difference to the City. If the City's share of the property tax payment is more than \$3500, the payment would be suspended. He also noted that the Council could take no action and continue to receive the annual contribution and a portion of the property taxes. Councilmember Spohr said that the contract can be terminated by either party upon 90 days written notice. The Council consensus was to place this on the next agenda with the Finance Officer's recommendation.

#### **CONSIDERATION OF INSPECTION SERVICES**

City Administrator Ehman Sheldon advised that the issue to consider is what is the most beneficial for the City relative to plan review, building inspection services, and planning services. He reviewed a side-by-side comparison of the current fees by SAFEbuilt and the proposed contract fees with The Permit Center. He advised that the International Code Council establishes a valuation table. This changes every three months and this is what SAFEbuilt currently base their valuations on. He advised that the fee proposal from The Permit Center is based upon 60% of the plan review and permit fees, and adoption of a valuation table similar to Moses Lake. Councilmember Caylor noted that the City would receive the same administration fee with either scenario.

Mr. Sheldon explained that it would be beneficial to the City to enter into a flat fee contract when there is a lot of construction within a year and not an advantage to the City in years that there is little construction. He asked that the Council consider the proposal with The Permit Center, based upon the percentage fee at the next regular meeting. It was noted that one of the builders in town are building homes using basic stock plans and there would not be a plan review fee for those plans that have already been approved. Mr. Sheldon advised that Council will be presented a valuation table to consider, which can be changed when needed. It was noted that The Permit Center is Darryl Piercy and Associates.

#### **COUNCIL AND MAYOR LAP TOPS**

Mayor Pro Tem Johnson advised that this is being removed from the agenda.

#### **DISCUSSION OF TOBACCO USE IN CITY PARKS**

City Administrator Ehman Sheldon advised that he and the Mayor attended a meeting conducted by the Department of Health and Adams County Community Services. The program promoted better communities. The Mayor desires to eliminate all tobacco products in city parks. It was decided that enforcement would be an issue. Council's consensus was to not discuss this further unless the Mayor brought it up again.

**WELL #5 UPDATE**

Municipal Services Coordinator Jay Van Ness reported that Well #5 suffered a failure when the column came apart. Schneider Equipment lowered a camera and found approximately 200' of column and pipe (approximately 30,000 lbs) had fallen into the well hole. They attempted to pull out the column and had some issues with their equipment. They will try to pull out the column with bigger equipment. They also found the motor frame is broken. When all of the equipment is pulled out, our engineers, staff and the well driller will review what the best fix will be. The motor has 15,000 hours on it in 3 years.

**COMMITTEE REPORTS – COUNCIL COMMITTEE MEMBERS SHARE INFORMATION**

Councilmember Caylor reported that the Centennial Committee is working on the details of the two-day event. He thanked the Council for use of Pioneer Park. He presented the Council a copy of the Coulee Corridor Eastern Washington travel guide. Councilmember Johnson complimented the staff on the centennial brick project and encouraged the committee to look at a 2<sup>nd</sup> phase.

**NEW BUSINESS**

Mr. Van Ness reported the soccer field is closed due to soggy conditions. Councilmember Johnson stated that the timing for the yellow caution lights were slightly increased and he is concerned that traffic is not slowing down for yellow lights. He noted that truck traffic on Broadway Avenue are not slowing down and they seem to be speeding up to get through the yellow lights.

Mayor Pro Tem Johnson made the following announcements:

- This Friday, April 9<sup>th</sup>, there will be a Centennial flag raising and ribbon cutting for the Centennial Brick Project at 5:00 p.m. here at City Hall.
- This Friday, April 9<sup>th</sup> at 5:30 p.m. Representative Doc Hastings will conduct a Town Hall meeting.
- ACDC will meet here in Othello on Thursday, April 8<sup>th</sup>.
- The Mayor's luncheon is next Wednesday, April 14<sup>th</sup> at noon at the Othello Senior Center.
- The annual City/Fire District meeting is Tuesday, April 13<sup>th</sup> at 7:00 p.m. at the Fire Department building.
- The pool committee will meet Thursday, April 8<sup>th</sup> at noon at City Hall. Councilmembers Dorow, Spohr, and Johnson will attend.
- Elected officials must file the public disclosure forms by April 15<sup>th</sup>.

**ADJOURNMENT**

With no further items to discuss, Mayor Pro Tem Johnson adjourned the workshop at 8:36 p.m.

By: \_\_\_\_\_  
KEN JOHNSON, Mayor Pro Tem

ATTEST:

By: \_\_\_\_\_  
DEBBIE L. KUDRNA, City Clerk