

CALL TO ORDER:

Mayor Shawn Logan called the workshop to order at 7:00 p.m. and led the Pledge of Allegiance.

Present: Mayor Shawn Logan; Councilmembers: Eugene Bain, Corey Everett, Genna Dorow, Kenneth Johnson, John Lallas, and Mark Snyder.

Also Present: City Administrator Wade Farris; Department Heads: Public Works Director Terry Clements, Interim Police Chief Dave Rehaume and City Clerk Debbie Kudrna.

Absent Was: Councilmember Dan Dever.

Mayor Logan asked if everyone could hear him. Everyone answered yes.

Council carried a motion to approve the absence of Councilmember Dan Dever. M/S Dorow/Bain.

OTHELLO HOUSING AUTHORITY REPORT

Othello Housing Authority Executive Director Dave Anderson reported on the PILOT (Payment in Lieu of Taxes) annual property tax payment. All of their housing is tax exempt, excluding Desert Haven. Each of their housing units pay a PILOT payment based upon the actual levy rate.

PARK USE REQUEST

Parks and Recreation Coordinator Molly Klippert advised that staff received a request for use of City property by Pastor Nan Riddle, on behalf of the Othello Christian Church, to bring Compassion International's Compassion Experience | Change the Story presentation to the City owned gravel lot on 9th Avenue and Pine Street. The event is scheduled for Friday, May 30th, 8:00 AM–9:00 PM; Saturday-Monday, May 31st; June 2nd, 9:00 AM to 9:00 PM, and Tuesday, June 3rd, 8:00 AM-1:00 PM.

Compassion International is the world's largest Christian child development and sponsorship organization that serves over 1.3 million children in 26 of the world's poorest countries, with more than 100,000 waiting to be matched with sponsors. The Compassion Experience | Change the Story presentation is an interactive, immersive display that allows viewers to experience the effects of poverty from a child who has suffered through it. The Change the Story presentation requires two expandable tractor-trailers that will join together for a 120 ft. X 60 ft. footprint. Guests will enter the trailers and take a tour through the "homes" and daily lives of three children, equipped with audio devices and headphones to guide them through the tour. At the conclusion of the tour, guests will view photos and information about the children who are waiting for sponsors. The presentation requires no electricity. Set up, tear down, and security will be provided by the tour staff and volunteers from the Othello Christian Church. There will be minimal impact to the City staff and property.

SPECIAL EVENT POLICY & APPLICATION

Parks and Recreation Coordinator Molly Klippert explained that a Special Event can be defined as any public or private, non-routine activity or social gathering conducted on City property, where the attendance is estimated to be 150 or more people, and in which City services are required to ensure the safety and coordination of the event. In recent months, staff has been working to create a more fluid, efficient, and simplified Special Event application and reservation process.

The Special Event Policy is intended to serve as the backbone to the Special Event Permit Application and holds both Event Directors and coordinating City staff accountable to the rules, regulations, and processes outlined in the Special Event Application. The Special Event Policy also summarizes the rules and regulations for use of City property, as well as dictates how Event Directors shall proceed through the application process to the permitting process.

Ms. Klippert advised that the Othello Special Event Permit Application provides Event Directors with all the information and permit applications they need to meet the requirements of the City, as well as the Adams County Health Department and Fire District.

Staff has reviewed the Special Event Permit Application and Policy. Both are in the process of being reviewed by the City's risk pool and will be forwarded on to the City Attorney upon completion. Once the legal review is complete, staff will add any Council revisions or suggestions from this meeting and will present the final draft approval at a later regular City Council meeting date. Ms. Klippert advised that the fees were established based upon the City's services, such as staffing, solid waste, etc. Mayor Logan asked if it would be possible to use a streamline application for those events that are held annually. Ms. Klippert noted that staff has discussed using the entire application this year and then use a streamline application next year.

WATER TOWER MAINTENANCE CONTRACT

Public Works Director Terry Clements advised that last fall Council approved a capital projects request to renovate the three water towers and set up a full maintenance program. There was \$265,000 appropriated in the 2014 budget. The original request was for a seven-year program that would include a complete renovation and yearly maintenance on each of the towers. In preparing to go out to bid for the project it was determined that due to state laws, the city is only able to enter into a maximum three year maintenance program with any contractor.

Municipal Research Services Corp. is looking into trying to change the laws in order to help cities benefit from this type of long-term maintenance program. If a change is made in the legislation during the three-year contract we expect that we will be able to incorporate any work already done into the original full maintenance contract. This will allow the city to benefit from a life-time warranty of the work already performed.

Due to those laws, the city is now looking at going to bid for a three-year maintenance program with a defined scope of work, including the renovation of two towers in that three-year period.

14TH AVENUE RECONSTRUCTION

Public Works Director Terry Clements reported that they had a meeting with the Street Committee and it was determined that the upcoming 14th Ave reconstruction project and some potential changes to 14th Avenue should be reviewed by Council.

Ten years ago the 2004 Planning Commission had a vision of the growth in the area that was located east and west of 14th Avenue. They made a suggestion that Columbia Street should connect with 14th and continue to the east, eventually connecting to the future 18th Avenue. They also included a suggestion of a roundabout as a solution to the expected traffic on 14th and Scooteny.

With the addition of the elementary school on 14th, new housing developments, traffic due to Wal-Mart and with the proposed new CBHA development, it has been determined that some traffic revisions are critically necessary. Next year 14th Avenue is scheduled for reconstruction, including a waterline replacement and widening. Staff is recommending a roundabout be located on Scooteny Street and 14th Avenue. Mr. Clements provided some benefits of the roundabout along with the extension of Columbia Street. Councilmember Bain asked that we investigate the flow of pedestrians in the area.

City Engineer Larry Julius advised there is funding for lighting along 14th Avenue and they will work with the Beautification Committee for options. Mayor Logan asked if improvements to the stop signs in front of Scooteny Springs School could be improved. Mr. Julius advised that this could be reviewed for options and a traffic study will be performed.

OPEN PUBLIC MEETINGS ACT AND THE PUBLIC RECORDS ACT TRAINING REQUIREMENTS

City Clerk Debbie Kudrna noted that the Governor recently signed ESB 5964 relevant to government training requirements for elected officials, and public records officers. This new training requirement will take effect July 1, 2014.

Every member of a governing body, including appointed officials must complete open meetings training and public records and records retention within 90 days after taking on their new duties. Training must be completed every four years. She gave information on upcoming workshops.

NEW BUSINESS

Mayor Logan advised that a public hearing will be held on April 14, 2014 for the six year street plan.

ADJOURNMENT

Mayor Logan adjourned the workshop at 8:09 p.m.

By: _____
SHAWN LOGAN, Mayor

ATTEST:

By: _____
DEBBIE L. KUDRNA, City Clerk