

City of Othello
Regular Council Meeting
August 28, 2017

CALL TO ORDER:

Mayor Shawn R. Logan called the meeting to order at 6:30 p.m. and led a silent invocation and the Pledge of Allegiance.

Present: Mayor Shawn R. Logan; Councilmembers: Eugene Bain, Genna Dorow, Corey Everett, Angel Garza, Larry McCourtie, John Lallas, and Mark Snyder.

Also Present: City Administrator Wade Farris; Department Heads: Police Chief Phil Schenck, City Clerk Rebecca P. Ozuna and Finance Officer Spencer Williams

CITIZEN INPUT

Rosa Contreras mentioned that she is here to express her concern about the Farmers Market moving from Saturday to Thursday. Ms. Contreras mentioned that she is a vendor at the Farmers Market and they had been advised by Patty that they were going to be on a trial bases for three (3) weeks to have the market on Thursday. She mentioned that this scenario was going to be hard for her because she works at Wal-Mart until 4pm, her kids can't drive and wasn't sure how she was going to do it. Ms. Contreras commented that at first the people were not aware of the change because most of her customers are farm labor workers who get off early on Saturday and come to the Farmers Market to purchase their vegetables. The first Thursday was not successful for her which doesn't work for her and suggested maybe having it on Saturday and Thursday.

Ms. Contreras mentioned that Patty approached her on the second Thursday and asked how it was going and what she thought and she responded. However, Ms. Contreras stated that after she responded, Patty mentioned to her that it does not matter how Ms. Contreras felt because she is head and has the last word. Ms. Contreras went on to voice her opinion as to why the Farmers Market would be best for it to stay on Saturday. Councilmember Angel Garza questioned as to why it was moved from Thursday to Saturday because his understanding was that it was not working out. Ms. Contreras commented that to her knowledge there was no issues with the vendors however she mentioned that she had heard that Saturdays was not working out for the event coordinator.

Bianca Mendoza, Manager of the Chambers of Commerce, mentioned that over the 2 years since she has been in charge she has seen a decline in the attendance at the Farmers Market in both vendors and customers. Due to the decline she mentioned that they wanted to try something different. Ms. Mendoza mentioned that they chose Thursday and tried it for 3 weeks and the amount of both customers and vendors tripled during those three weekdays. They asked the opinion of all the vendors and customers and took all the information into consideration when making the decision to move the market. Ms. Mendoza acknowledged that this change causes an inconvenience for some vendors and customers because of their work schedule however she stated that they are looking to grow the market and this change seems to be working.

Patty Garza, President of the Chamber of Commerce, stated that she has been at the Farmers Market since it opened and does recognize that there are some vendors that do well like the vegetable vendors. However, she mentioned that they are trying to grow the Farmers Market and there have been some vendors like Lori Wheeler (soap vendor) and Lori Taff (coffee vendor) who have inquired about the customer traffic on Saturdays. Some of the other vendors like Lori Wheeler, Lori Taff and Erika from Iron works have mentioned that Saturdays do not work for them because of how it is. Mrs. Garza did acknowledge that the first 2 Thursdays the vegetable vendors did not do so well because the people from CBHA did not show up to hand out the checks. Mayor Logan clarified that CBHA gives out WIC checks for people to buy vegetables. Councilmember Genna Dorow asked if they had seen the change of migrant workers from Saturday to Thursday and Mrs. Garza stated that they are learning because they were not aware that it had changed as many other people were not aware. There were some comments from the Council regarding the differences they have seen on Saturday morning and Thursday evenings.

City of Othello
Regular Council Meeting
August 28, 2017

Mayor Logan clarified to Ms. Contreras that the City of Othello entered into a contract with the Chamber of Commerce and since we entered the contract with The Chamber of Commerce they provides insurance, pay the fee to the City and it is basically their event and their park.

Charles Garcia, 1045 E. Rainier St., thanked the City for their amazing job they do on the ball parks. Mr. Garcia stated that many people know that he is the organizer of the Latino Softball event and he has always hosted it as an event and is aware that Fiesta Amistad has kind of vacated their request for tourism funds from the City. He approached the Council and mentioned that if the City was interested in developing the event part of the Latino Softball event that he would be interested in a joint venture and bring in more entertainment throughout the day. His goal is to make it into a family event and have them stay longer and spend their money in town.

Mr. Garcia proposed to Council that he is willing to donate the turf to pull out home plates (the batting areas on both sides) on all the fields and replace them with turf. He commented that the Public Works Crew has done a good job with cleaning and getting the rock out however the problem now is with batters boxes because after one game they are powder and that problem will continue to increase unless the City puts a lot of money to bring in the right soil. Mr. Garcia mentioned that he was fortunate enough to have some 100 rolls of WAZZUs field that was just pulled up and was willing to donate about some rolls so we could have enough to install and replace for the next couple years. Discussion and comments were held and said with Council, the Mayor and Mr. Garcia regarding how the installation would happen, the cost to the City, the use of the field by other teams and the durability.

APPROVAL OF AGENDA

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

CONSENT AGENDA:

- A. Approval of City Council Minutes of August 14, 2017
- B. Approval of Special City Council Minutes of August 18, 2017
- C. Approval of Accounts Payable Checks
- D. Acceptance of Tennis Courts Sealing and Painting

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.

Accounts Payable Check No. 48571 to No. 48633 in the amount of \$197,442.50.

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

MARK WASH – SOLID WASTE/RECYCLING DISCUSSION

Finance Officer Spencer Williams explained to Council that our three-year solid waste rate ordinance expires at the end of this year. We will need to look at this service and the rate structure for the next three-year period. We will start this discussion in committee later this week or next week (soon). A few years ago, we discussed introducing a recycling program into our regular solid waste program. Mr. Williams, mentioned that as part of this discussion, Mark Wash (Consolidated Disposal) is here tonight to discuss the possibility of a recycling program and what it could mean for the City, which we will then take this information forward to the next step in Committee.

Councilmember Corey Everett stated that since he works for CDSI he wanted to abstain from the discussion.

Mark Wash, Vice President of Consolidated Disposal Services Inc., gave a brief introduction about his position and the various boards that he services on. Mr. Wash mentioned that the end of the

City of Othello
Regular Council Meeting
August 28, 2017

current 3 year contract is in 2020 and he wants to provide any information needed and also gather any information provided because there are many options that can be done to the contract like changes, addition or it can be left as is. Mr. Wash commented that recycling is part of the future and currently Washington State is more than 50% recycling rate per figures provided by the Department of Ecology and their association is a large part of that. The West side of the states has rural recycling programs in place however they only work if the density is high enough to make it an efficient route. Mr. Wash mentioned that the City of Moses Lake has single stream and yard waste collection along with their garbage service, The City of Quincy also has yard waste and single stream collection and they want to provide the same services to the City of Othello. The City of Othello currently pays the higher rate of disposal compared to the City of Moses Lake and Quincy where they pay \$28 per ton and the City of Othello pays \$77 which is scheduled to go up \$1 for the next three years.

Councilmember Lallas asked if the rate were charged by Adams County directly to the City or to Consolidated and Mr. Wash confirmed that it was directly to the City and all they charged us for were the collections and the containers that they provide. Discussions and comments were said by Council, Mayor Logan and Mr. Wash regarding a centralized location for recycling in the City of Othello, making it economically feasible to the customers to use recycling, the fact that recycling will not pay for itself due to the amount being taken out of the mainstream, our current cardboard recycling, and fees.

PAUL ROSSOW – WA DEPARTMENT OF ECOLOGY – OUTDOOR BURNING LAWS AND RULES

Mr. Paul Rossow from the Washington Department of Ecology Air Quality Program provided the Council with a flyer indicating what is able to be burned outside and what is not. Mr. Rossow also mentioned what the rules were for outside burning or agricultural burning. There was some discussion and questions between Council and Mr. Rossow in regards to burn bans, the difference of burnings, what is permissible and what is not, and what is except from a burn permit.

2018 BUDGET PROCESS AND COMMITTEE SCHEDULE

Finance Officer Spencer Williams commented that budget season is quickly approaching. Because the final budget belongs to the Council, we want to make the budget building process work for you. We will work with Department Heads and the Finance Committee to make this a smooth process. This year we'll follow a similar format to the process we followed last year. The broad strokes of the budget season are as follows:

- July-Aug - Work with department heads to develop budget expectations for 2017 and 2018.
- Sep - City Council strategic planning retreat.
- Oct - Meet with the various budget committees to review the sections of the budget.
- Nov - Review budget proposals and consider inclusion of capital requests.
- Late Nov or Dec - Pass 2018 Budget

The Strategic planning retreat is new this year. We will have a comprehensive discussion about the future needs of the City and vision. Our City engineers and new grant writer will also be at this meeting. During our Council Budget Committee meetings, we will review the budget by sections. We will look at a brief history of expenses and review the justifications for increasing or decreasing budget lines for 2018. We've prepared a preliminary calendar for this review. Please review the committees and the meeting dates and times. We can make changes as necessary, to fit your schedules.

STRATEGIC PLANNING INFORMATION

City Administrator Wade Farris mentioned that Strategic Planning Meeting was discussed at the last Council meeting and one of the main reasons Grant Writer Teddy Wallace-Hardcastle was hired was to help the City through this process. The meetings purpose and schedule were presented to Council. Mr. Farris stated that the main purpose of this 5 Year Strategic Planning meeting is to put in perspective where we want the City of Othello to go and collate everyone's

City of Othello
Regular Council Meeting
August 28, 2017

ideas and visions into one voice and one vision for the City of Othello for the possible next 10 or 15 years. He mentioned that the plan will be revised every 5 years. There was a brief overview of the schedule in which the meeting will be held at the Senior Center. After the review of the schedule it was determined that the times presented would not be feasible for some councilmember do to work and it was decided by census to change the times. An updated schedule will be provided at the next meeting after some discussion with Grant Writer Teddy Wallace-Hardcastle.

INFORMATIONAL PUBLIC MEETING FOR THE WATER SYSTEM PLAN (WSP)

Mr. Jesse Cowger from Varela & Associates mentioned that they have various agenda items pertaining to the Water System Plan and some of these have been discussed with the Water/Sewer Committee and mentioned Nathan Hutchens also from Varela & Associates will be participating in the discussions. Mr. Cowger commented that one of the things mentioned to him by Councilmember John Lallas was that he wished there was more public involvement on a lot of the decision because there wasn't a lot of feedback on the decisions that the Council makes. However, in this case it is required by the Department of Health and the Washington Administrative Code that the City has an informational meeting on the Water System Plan and invites the consumers and public to comment on the plan.

Mr. Cowger provided a very brief overview of what the Water System Plan does and the purpose of it. He also explained that notices of the meeting were posted and that the draft WSP has been available at City Hall for the past two weeks for the public to review. The purpose of this informational meeting is to allow the public to comment on the WSP. Mayor Logan opened the meeting for public comment, there was none. Mr. Cowger commented that it is normal to not have any involvement from the public regarding the Water System Plan, however they had a lot of involvement from the Council and the Water/Sewer Committee and expressed that the noninvolvement from the public does not affect the plan.

WATER USE EFFICIENCY (WUE) PUBLIC FORUM

Mr. Jesse Cowger from Varela & Associates introduced Nathan Hutchens also from Varela & Associates. Mr. Hutchens mentioned that Department of Health (DOH) requires that municipalities address Water Use Efficiency (WUE) in the Water System Plan. He stated that the purpose of the WUE section of the WSP is to require cities to set up a WUE Program and to generally encourage municipalities to efficiently use water. There were various ways stated on how to make sure the plans works like for example providing good working meters, etc. The WSP includes the following proposed WUE Goal:

- Reduce water use by 640,000 gallons annually

The WSP also selects six WUE measures that it will implement to achieve the WUE Goal. The proposed WUE measures include mailing educational information targeted at three of the City's customer classes (residential, commercial, and industrial) to help them increase outdoor water use efficiency and find leaks. These informational materials would be mailed with City utility bills. The purpose of this WUE forum is to provide customers and the public an opportunity to comment on the proposed WUE goal and measures.

Mr. Hutchens pointed out to Council that the City is also beginning the process of implementing a non-potable irrigation utility using the Cities Bureau of Reclamation Water which he states will save a ton of water by reducing the loading on the aquifer. Mr. Hutchens mentioned that the estimated budget for the mailings is about \$1,200 annually in printing materials. Mayor Logan opened the meeting for public comment, there was none. Mayor Logan asked if the parks can be included and used as part of the efficiencies to meet the 640,000 goal and was responded that since they are already on separate irrigation and the goal is for new efficiency. There was more discussion and comments by the Council, Staff and Varela Staff.

City of Othello
Regular Council Meeting
August 28, 2017

RESOLUTION TO ADOPT WATER USE EFFICIENCY GOAL

Mr. Nathan Hutchens from Varela & Associates mentioned the Water Efficiency Goal is 640,000 using the six measures and did open up to public comment. They believe the goal is obtainable and adopt the goal. The goal is an annual goal however this situation is by the actions obtainable which is allowed by DOH.

Council carried a motion to ADOPT RESOLUTION ESTABLISHING OTHELLO'S WATER USE EFFICENCY GOAL. M/S Dorow/Snyder. This shall be known as Resolution No. 2017-20.

**ORDINANCE TO AMEND OMC SECTION 12.20.010 OF CHAPTER 12.20 ENTITLED
"INSTALLATION, MAINTENANCE AND USE OF SYSTEM"**

Mr. Jesse Cowger from Varela & Associates mentioned that one of the things that came up from the Department of Health (DOH) review was that DOH commented on OMC 12.20.010 indicating it does not meet the State's requirement for water systems to own and maintain the mains that serve water system customers. Basically the issue was that DOH objected to Othello indicating that the main lines that are outside the City limits are not owned by the City and not maintained by the City and they believe that if people are still being served off of it then the City should own it and maintain it due to health issues. The proposed revision to the OMC will clarify where City ownership of water mains, services, backflow preventers, and appurtenances ends and where private ownership begins. Mr. Cowger mentioned that there was a suggestion from City Attorney Kelly Konkright where if there is a water main under private property than the City should get an easement from the property owners. They believe this will make the process easier for the City in the long run.

Council carried a motion to ADOPT ORDINANCE TO REVISE OMC 12.20.010. M/S Lallas/McCourtie. This shall be known as Ordinance No. 1496

**AMENDMENT OF FACILITY USE AGREEMENT FOR GREATER OTHELLO CHAMBER OF
COMMERCE AND RESOLUTION FOR FARMERS MARKET**

Park and Recreation Coordinator Amy Hurlbut advised that the Farmers Market has been struggling to grow and even maintain on Saturday. Based on a couple of suggestions from shoppers and vendors the Greater Othello Chamber of Commerce decided to try out a Thursday evening market in place of Saturday's market. Over the past 2 weeks they have experienced success at growing both the vendor participation and the shoppers. After their test run they have asked we amend their contract to allow them to continue having the Thursday market in place of Saturday.

Ms. Hurlbut recommends the City Council approve the amended Facility Use Agreement between the City of Othello and the Greater Othello Chamber of Commerce for use of Pioneer Park and the resolution to operate the 2017 Farmer's Market.

Council carried a motion to APPROVE THE AMENDED FACILITY USE AGREEMENT BETWEEN THE CITY OF OTHELLO AND THE GREATER OTHELLO CHAMBER OF COMMERCE FOR USE OF PIONEER PARK AND RESOLUTION TO OPERATE THE 2017 FARMER'S MARKET. M/S Lallas/Dorow. This shall be Resolution 2017-21.

RESOLUTION AND FACILITY USE AGREEMENT FOR AMERICAN CROWN CIRCUS

Park and Recreation Coordinator Amy Hurlbut mentioned that Staff has received a request for use of City property from Frank Osorio, with the American Crown Circus, for use of the Lions Park soccer field Wednesday, September 5, 2017, though Monday September 12, 2017 in order to host their one-ring, European style acrobatic circus that consists of jugglers, comedic performers, acrobats and magicians. The American Crown Circus last visited Othello in September of 2016.

Ms. Hurlbut commented that representatives of the American Crown Circus have requested to arrive in the parking spaces on Pine St. on Tuesday, September 5 and to setup the event on Wednesday, September 6, 2017, from 7:00 AM to 6:00 PM. The American Crown Circus plans to

City of Othello
Regular Council Meeting
August 28, 2017

hold two shows per day September 7, 2017-Septmeber 11, 2017 with the first show scheduled from 6:00 PM to 7:30 PM, and the second show scheduled from 8:00 PM to 9:30 PM. Event cleanup/teardown is scheduled to be completed by 11:00 AM on Tuesday, September 12, 2017.

It will be the responsibility of the American Crown Circus and its representatives to provide security of their facilities (tent, belongings, etc.) in Lions Park throughout the event. Representatives of the American Crown Circus have been instructed to park any trailers or RVs in the parking spaces on Pine Street for the duration of this event. Over flow parking is permitted in the City owned lot on 9th and Pine.

Ms. Hurlbut advised Council that rather than paying the \$400 special event fee for use of Lions Park for this event, due to the estimated attendance of 500+ people, representatives of the American Crown Circus have agreed to donate 15% of total ticket sales to the City of Othello in order to compensate the City for providing additional services such as additional garbage containers, as well cover the increase in landfill fees due to this event. In 2016, the American Crown Circus' payment of 15% of ticket sales to the City of Othello equaled \$2,804. She recommends City Council approve the resolution authorizing use of City property for the American Crown Circus and authorizing the mayor to sign the Facility Use agreement. There was some concern voiced about their treatment of the grounds by Councilmember Dorow and Lallas and Ms. Hurlbut commented that it has been addressed in the resolution and agreement.

Councilmember McCourtie stated that he is 100% against the use of the park for the circus and these types of events and would like for them to come up with a different plan like having it at the fairgrounds.

Council carried a motion to APPROVE RESOLUTION AUTHORIZING USE OF CITY PROPERTY FOR THE AMERICAN CROWN CIRCUS AND AUTHORIZING THE MAYOR TO SIGN THE FACILITY USE AGREEMENT. M/S Dorow/Everett. Councilmembers McCourtie and Lallas cast an opposing vote. This shall be known as Resolution No. 2017-22.

UNFINISHED BUSINESS

Councilmember Mark Snyder inquired about the CBHA entrance and was informed by City Administrator that they are still in negotiations.

NEW BUSINESS

Mayor Logan asked Council about the Workshop meeting for September 5th if they want to cancel as there was nothing on the agenda. There was a census to cancel the meeting.

Council made a motion to CANCEL THE CITY COUNCIL WORKSHOP MEETING FOR MONDAY SEPTEMBER 5TH. M/S Dorow/MCCourtie.

ADJOURNMENT

With no further items to discuss, Mayor Logan adjourned the Council meeting at 8:14 p.m.

By: _____
SHAWN R. LOGAN, Mayor

ATTEST:

By: _____
REBECCA P. OZUNA, City Clerk