

City of Cle Elum
Regular City Council Meeting
February 24, 2020

Call to Order – Roll Call of Membership

The meeting was called to order by Mayor Pro-Tem Ken Ratliff at 6:00 p.m. The Pledge of Allegiance was recited. The Roll was called. Members present were Matthew Lundh, John Glondo, Ruston Weaver, Steven Harper and Mickey Holz. Mayor McGowan and Beth Williams were absent. Staff present was City Administrator Robert Omans, City Planner, Lucy Temple, City Attorney Alexandra Kenyon and City Clerk Kathi Swanson. *A motion was made by Steven Harper and seconded by John Glondo excuse Mayor Jay McGowan and Beth Williams. The motion was carried unanimously. The record shows that Beth Williams arrived at 6:40 pm.*

Approval of the Meeting Agenda

Mayor Pro-Tem Ratliff asked to amend the agenda to move item 6d, Kiwanis City Park Project, to 6a. A motion was made by Steven Harper and seconded by Mickey Holz to approve the agenda as amended. The motion carried unanimously.

Announcements – Appointments, Awards and Recognition

Mayor Pro Tem Ken Ratliff led a moment of silence in honor of Mayor McGowan and his family, whose mother recently passed away.

Consent Agenda

A motion was made by John Glondo and seconded by Mickey Holz to approve the consent agenda as presented; which included the minutes of the 02/10/20 Regular Council Meeting;); 02/24/20 EFTs and Vouchers #42031– 42060 in the amount of \$295,788.96; and 02/14/20 Payroll Vouchers #42023 – 42030 in the amount of \$80,948.94. The motion carried unanimously.

EFTs and Vouchers #41979 - 42022 in the amount of \$52,369.11 were approved at the 02/10/20 Meeting but omitted from the minutes; 01/31/20 Payroll Vouchers #41973 - 41978 in the amount of \$133,252.18 were approved at the 02/10/20 City Council Meeting, but omitted from the minutes.

Officer Reports

City Administrator, Building Official and Network Administrator: - Robert Omans:

- Reported he speaks with Mayor McGowan every day while the Mayor is away.
- Reported the City Hall Council Chambers is being painted by the Public Works Department.
- Reported the City staff, including the Police Department, and HLA, has been working on a safety plan, which is now ready to go out for grants.
- Reported 5 building permits were issued for a total of \$3,341.79; and 18 inspections were performed for January 2020.
- Reported the Building Department received the new International Building Code books, and will be going to training. Fees will also be updated.
- Reported a security analysis collector has been installed at City Hall.

City Planner – Lucy Temple:

- Reported the City's web page contains information regarding the Phase II downtown project. This information will be updated every week with information for the following 3 weeks. The Planner will be the in-house contact for this project and will be working with Mike

Engelhart, Public Works Director, D.O.T. and the Cle Elum Downtown Association for information to be provided on their websites.

Police Chief – Kirk Bland – represented by Officer Ben Flick

- **Open for questions; nothing to report** – No questions from Council

Citizen Comments on Non-agenda Items

None

Public Appearances

Kiwanis City Park Project: Larry Scholl reported the Kiwanis, who built the original structure in the mid 1980's, is committed to replacing the shelter. Calls for bids for assembly of the structure kit will be published, unless the work can be donated. The Kiwanis Club has committed \$64,500, not including sales tax. Some grant applications are being prepared. The planner has reached out to several contractors for bids and is awaiting responses to those requests. The Kiwanis Club is asking the City contribute \$11,380 for electrical, structure demo, concrete demo, grading and permitting. *Council member Weaver noted he can help locate someone from which to purchase tables and benches. A motion was made by Steven Harper and seconded by Mickey Holz to approve the structure as presented, with the inclusion of the availability of the already budgeted funds to be directed toward this construction in the amount of \$11,380. The motion carried unanimously. Dave Bridgeman reported Paul Dearmin offered to provide any equipment needed to take this project to completion.*

Kittitas County Lodging Tax Committee Small Scale Capital Grant App: Laura Osiadacz, Chairman of the Lodging Tax Committee, reported Kittitas County has released an RFP for projects for the Small Scale Capital Projects Grant. In order to qualify, the items must be owned by the City of Cle Elum. The grant requires 50% matching funds and must be in line with the Kittitas County Infrastructure Tourism Plan. Applications can be made for up to \$100,000. Ms. Osiadacz suggested grant applications for trails, athletic fields, Railroad historic sites, interpretive facilities, cemeteries, parks, way finding signs and the Horse Park would be beneficial to the City. The grant is released every 2 years. Applications for 2020 are due by 04/24/2020.

Madison Ford – Chamber of Commerce Report:

- Provided a power point presentation of the focus of the Chamber.
- Provided analytic information for January 2020

Debbie Bogart – Executive Director – Cle Elum Downtown Association:

- Reported CEDA is moving to 123 East First Street.
- Reported the Design Committee is reviewing the façade and beautification grant process, budgeted at \$25,000, which may be expanded to include awnings.
- Reported the Design Committee is looking into putting signage that will provide a description of the future image of the downtown of Cle Elum after Phase II of the Downtown Revitalization Project has been completed.
- Reported the Economic Vitality Committee had released a survey to gather information that would help the committee determine what can be done to help improve businesses, including reviewing charges for rent.
- Reported the Economic Vitality Committee is developing an outreach packet for new and existing businesses.
- Reported the Promotions Committee is working on the events for the year, which include Shred Cle Elum, Pioneer Days, Boo Elum, Christmas in Cle Elum, and the Downtown Cleanup on 5/16. New events include a Wine Walk in the fall and "A Pot of Gold" in March.
- Commented she appreciates the communications by Mike Engelhart and Lucy Temple to provide information regarding the Downtown Phase II project. The Ad Hoc committee they formed is very helpful.

- Thanked the City for the Washington Main Street Tax Fund support; however, CEDA is looking for other ways to obtain increased funding.
- Reported the Org Outreach team is looking into Board Training to move it to a higher functioning committee.
- Reported the annual Revitalize Washington Conference, pertaining to the Mainstreet Programs, is in Wenatchee from 04/6 through 04/08 and encouraged council members and City staff to attend.

Business Requiring Public Hearing

None

Unfinished Business

- a. **Short-term Rental Moratorium, Set Hearing:** City Attorney Alexandra Kenyon reported to council this moratorium requires a public hearing within 30 days of the adoption of Ordinance 1581. Legislation does not have to be passed at the public hearing. Another hearing will be set once a new code is proposed. City Planner recommended setting the hearing for the 03/23/20 City Council meeting. *A motion was made by Steven Harper and seconded by John Glondo to schedule and duly notice a public hearing to discuss Short-Term Rentals on the 03/23/20 regular City Council meeting. The motion carried unanimously.*
- b. **Dog Park, Structural Approval – City Parks Committee:** Jackie Van Dongen, Animal Control Officer reported work began for the proposal of the off leash Dog Park 5 years ago. Many people have worked together to bring the proposal to Council. City Planner Lucy Temple presented a power point presentation describing the proposed park. Some funding can be provided through \$20,000 budgeted for Hanson Ponds in 2020, but which will not be used for that project. The City Parks Committee is requesting Lodging Tax funding in the amount of \$53,000 for Phase I. *A motion was made the Steven Harper and seconded by Beth Williams to approve the Phase I Dog Park plans as presented in the packet. The motion carried unanimously.*

New Business

- a. **Resolution 2020-006 – Authorizing the Mayor to sign the DOE Application for the Sewer Plan.** Robert Omans explain the Department of Ecology requires this resolution allowing the Mayor to sign the grant and loan application documents pertaining to the Sewer Plan. *A motion was made by Mickey Holz and seconded by John Glondo to approve Resolution 2020-006 authorizing the Mayor to sign DOE Loan Agreement Application for the Sewer Plan. The motion carried unanimously.*
- b. **Resolution 2020-007 – Surplus Fire Department Equipment:** *A motion was made by Mickey Holz and seconded by John Glondo to approve Resolution 2020-007 to surplus the Fire Department's 1986 Ford Ambulance, License #D35200, and 1988 Pumper Truck, License #30117D. The motion carried unanimously.*
- c. **Ordinance No. 1582 – SEPA Administrative Appeals:** Lucy Temple and Alexandra Kenyon presented the Ordinance noting increased development activities have required updates to the existing Municipal Code relating to the environmental review processes. Such reviews on the City level are not required under the State Environmental Policy Act. By removing the Appeals Section from the Cle Elum Municipal Code, all appeals would go to Superior Court; which is well versed in handling this type of legal proceedings. Mayor Pro-Tem Ratliff asked how many appeals the City receives. Lucy Temple responded the City of Cle Elum has not had an appeal, to date; however, with increased development, this Ordinance is recommended by the legal team. *A motion was made by Steven Harper and seconded by Beth Williams to approve Ordinance 1582 as presented.* Larry Stauffer asked to speak and was allowed to do so. Mr. Stauffer stated there are a lot of people interested in following how the City responds to the 47

a. Degrees North/Bullfrog Flats issue. The SEPA issue may be an issue that members of the community may have. More and more people will have opinions on this matter. It would be good for council to hear the level of interest from the public regarding SEPA issues, especially regarding the 47 Degrees North Project. Council member Harper noted SEPA requires a public hearing at the Planning Commission level. Appeals to council, which is unqualified to deliberate on this subject, could result in poor decisions; it would be better to send appeals to a qualified judge. City Planner Lucy Temple noted this is not just for large developments; but will streamline the SEPA decision process for all. It does not take away public comment at any phase of the SEPA process. City Attorney Alexandra Kenyon noted the change would allow council to engage with the public. Council member Matthew Lundh commented it would eliminate the need to hire a hearings examiner. *Ruston Weaver, Matthew Lundh, John Glondo, Mickey Holz, Beth Williams and Steven Harper voted aye. Ken Ratliff voted nay. The motion carried by a vote of 6 to 1.*

b. **Ordinance No. 1583 – Adopting Construction Standards:** Lucy Temple and Alexandra Kenyon presented the Ordinance to Council, noting the purpose is to amend CEMC 15.08 to recodify the existing Construction Standards to be included in the correct section of the CEMC. The original Construction Standards were adopted in 2002 by Resolution. *A motion was made by Matthew Lundh and seconded by John Glondo to adopt Ordinance No. 1583 as presented. The motion carried unanimously.*

c. **WYE Park Visitor Center Structural Approval – City Parks Committee:** Matthew Lundh reported the City has been offered a free train passenger car, which can be used as the Visitor’s Center at the WYE Park. BNSF has agreed to donate the tracks, spikes and ties needed to place the car on the South side of the Park. Utilities are available and can be connected to the car. This is a time sensitive project as the free train car is being donated on the contingency that it is moved as soon as possible from its location in Pasco, WA. The car would be moved immediately after receiving structural approval and lodging tax funding in the amount of \$100,000 from the City Council. Discussion: Council member Ratliff commented the Transportation Plan should be completed before approval is given for this plan. Council member Holz commented he would like to see the Parks Plan put in place prior to approving this structure. *A motion was made by Steven Harper to approve the WYE Park Visitor Center Structure. No second on the motion. A motion was made by Mickey Holz and seconded by Ruston Weaver to table this agenda item until the next meeting and to also bring a proposal for the Parks Plan, including funding. The motion carried unanimously.*

Committee Reports

Review 2020 Council Committees:

- Steven Harper reported the Mayor appointed John Storch to the Technology Committee.
- Ruston Weaver noted he would like to help Mayor McGowan on the Coal Mines Trail Commission. Robert Omans will seek the Mayor’s approval.
- All Committees were approved by council with the above additions.

Lodging Tax Committee Report – Steven Harper:

- Council member Harper reported the Lodging Tax committee deliberated and voted to recommend approval of the Dog Park Application in the amount of \$53,000. A budget amendment, which may be brought to the next Regular Council meeting, will be required. *A motion was made by Beth Williams and seconded by Ruston Weaver to approve the application granting \$53,000 for construction of the Dog Park and to forward the recommendation to the Budget Committee to amend the budget to include the \$53,000. The motion carried unanimously.*
- Council member Harper reported the Lodging Tax Committee is considering inviting citizens to apply to be on the committee.

- Other applications considered:
 - Live at the Wye: sent back to the applicant for completion of the application
 - Horse Park: did not meet the approval of the committee. Harper had recommended awarding \$50,000 for the ceiling; however the motion did not receive a second.
 - Dog Park: Recommendation passed by Council.
 - WYE Park Visitor's Center: The Lodging Tax Committee did not fund the application; however, they contemplated funding in the future as plans are more complete.
 - The Lodging Tax Committee anticipates the need to amend the budget to reflect the recommendations for approval;
 - The committee will review additional applications as they come in.

Motion to Adjourn

A motion was made by Steven Harper and seconded by Ruston Weaver to adjourn. The meeting adjourned at 8:10 pm. The next meeting will be held on Monday, March 9, 2020 at 6:00 p.m.



Mayor



Attest