ROLL CALL was answered by Councilmembers Barry, Collins, Lillquist, Perrie, Savidge, Sowards and Mayor Bassett

Others present were City Manager Barkley; City Attorney Pidduck; Public Works Director Akers; Community Development Director Witkowski; Senior Planner Caspar; Sergeant McElroy; Energy Resource Manager Nystedt; Administrative Secretary Leader; Executive Assistant Gigstead; Deputy Clerk Keno; Daily Record Reporter Muir; and approximately 15 members of the audience.

PROCLAMATIONS

Mayor Bassett read the proclamation proclaiming Peter Gries as an Ellensburg City Art Treasure.

Authorize Mayor to sign proclamation. Barry

Affirmed

In celebration of National Preservation Week, the City’s Landmarks & Design Commission has awarded a Certificate of Appreciation to Robert Witkowski, Director of Community Development, for Directional Sign design. Council congratulated Mr. Witkowski on this award.

AGENDA APPROVAL

Approve agenda. Barry

Move Item 5.J.— Approve a Supplemental Budget Request in Amount of $4,500 for the Arts Commission to Continue Publication of the First Friday Arts Newsletter to Item 11.B.

Vote on motion. Affirmed

REVIEW OF NEW CITY HALL DESIGN

Gary Nystedt, project manager for the City Hall project, and Rex Bond, architect with ARC Architects, presented the conceptual design for City Hall adaptive reuse of the Washington School facility. Council consensus was to proceed with final design.

CONSENT AGENDA

Items listed under the Consent Agenda were distributed to Councilmembers in advance for study and were enacted by one motion with separate discussion to the extent any items were removed from the
Consent Agenda at the request of a Councilmember.

Approve the amended Consent Agenda as follows: Barry

Approve Minutes – May 5, 2003, Regular Session

Acknowledge Minutes of Boards and Commissions

Library Board – April 8, 2002

Landmarks & Design Commission – April 15, 2003

Environmental Commission – April 16, 2003

Arts Commission – April 29, 2003

Award Bid Call 2003-12 – Cured-In-Place Sewer Line Rehabilitation Project to Insituform Technologies in Amount of $113,541.65

Award Bid Call 2003-09 – Loader to NC Machinery Company for $78,332.80 and Approve Caterpillar 930 Loader for trade-in

Approve Request from Central Washington University to Suspend the Residential Parking Zone Regulations from 2:00 p.m. to 4:00 p.m. on June 12, 2003 for Annual Retiree Reception

Approve Requests from Ellensburg Rodeo Association for Downtown Parade Route and use of Reed Park and And Catherine Park on Labor Day Weekend from August 28-September 2, 2003

Approve Request from Relay for Life for Noise Ordinance Waiver from June 27, 2003 at 7:00 p.m. to June 28, 2003 at 2:00 p.m. at Andreotti Field

Approve Request from Chris Hull, KCWU-FM, for Noise Ordinance Waiver on May 22, 2003 from 6:00 p.m. to 10:00 p.m. at D&M Coffee Shop, Third and Pine

Authorize Mayor to Sign Extension of Contract for Collection Services with Olympic Credit Service, Inc.

Authorize Staff to Reimburse up to $1,055.46 for the Country Edge Plat Water Main Oversizing Upon the City’s Acceptance of the Main
K. Approve May 19, 2003 Claims Fund Voucher Numbers 59293 Through 59528 in the Total Amount of $711,256.17 and Payroll Fund Check Numbers 50046 Through 50440 in the Total Amount of $690,534.48

Affirmed

BOARDS AND COMMISSIONS APPOINTMENTS

Mayor Bassett recommended the following appointments and reappointments:

F. J. (Buck) Dawson to the Cable Television Commission; Nancy Barnes to the Beautification Commission; Joe Blazek and Dave Burfeind to the Parks and Recreation Commission; Evelyn Cullen to the Beautification Commission; Bob Hood to the Planning Commission; Edna Clare Hurrey to the Arts Commission; James Jongeward to the Downtown Task Force; and Yvonne McClure and Eleanor Rogers to the Senior Citizens Advisory Commission.

Confirm Mayor’s appointments. Perrie

Affirmed

LETTER FROM AMY CLAUSSEN-SCHNEIDER REGARDING SKATE COMPETITION

Amy Claussen-Schneider requests Council waive the City’s insurance requirements for the fourth annual skate competition she proposes to sponsor on June 7, 2003. In past years the competition was held in conjunction with Gustfest which is not occurring this year. City staff recommends the City’s insurance requirements not be waived for this event. Ms. Claussen-Schneider also requests a waiver of the noise ordinance; a waiver of the noise ordinance with specific hours to be identified appears to be appropriate. She is no longer requesting waiver of the insurance requirement and is in the process of seeking insurance. Gustfest has offered to contribute to the cost of insurance; the City’s Parks & Recreation Department has also expressed interest in co-sponsoring the event. If insurance coverage cannot be obtained the event will be cancelled.

Approve use of the Skateboard Park on June 7, 2003 for skateboard competition, subject to Lillquist the event sponsor obtaining liability insurance for the event naming the City of Ellensburg as a named insured and in a form and amount acceptable to the City Manager; and grant a waiver of the noise ordinance from 9:00 a.m. to 7:00 p.m. for the event.

Affirmed

MEMO FROM ARTS COMMISSION REGARDING GUIDELINES FOR PURCHASE OF PUBLIC ART

Council acknowledged a memorandum from the Arts Commission recommending that future
Council took the item under advisement and directed staff to draft a policy for purchase of public art for review by the Arts Commission and brought back to Council in the future.

**APPROVE A SUPPLEMENTAL BUDGET REQUEST IN AMOUNT OF $4,500 FOR THE ARTS COMMISSION TO CONTINUE PUBLICATION OF THE FIRST FRIDAY ARTS NEWSLETTER**

The Arts Commission has used the amount budgeted in 2003 for the *First Friday* arts newsletter and requests a supplemental appropriation in the amount of $4,500 to continue production for the next eight months. The $4,500 being requested was obligated in 2002 for the arts newsletter but never expended.

Approve a supplemental appropriation in the amount of $4,500 for the Arts Commission to Perrie continue publication of the *First Friday* arts newsletter. Affirmed

**PUBLIC HEARING -- ORDINANCE NO. 4362 – SUBDIVISION REQUIREMENTS FOR BUILDING PERMITS**

Mayor Bassett opened the public hearing to consider a proposed ordinance that would provide for the issuance of building permits for a portion of lots or tracts resulting from subdivision actions upon satisfactory completion of specific conditions.

Community Development Director Witkowski summarized the agenda report. Current subdivision code language requires the completion of all public improvements in a proposed subdivision before the issuance of any building permits. Historically, staff has made some accommodations to builders and developers to allow a level of construction prior to completion of improvements. However, no authority for such accommodations exists in the Code, and Council directed staff to continue to develop language to allow such accommodation without creating a public liability. The proposed ordinance language largely reflects the City’s past practice while providing more specific conditions and authority.

There being no public testimony, Mayor Bassett closed the public hearing.

**Read for the first time, Ordinance No. 4362.** Barry

AN ORDINANCE of the City Council of the City of Ellensburg, Washington, amending the Ellensburg Municipal Code relating to Chapter 12.08 - Major Subdivisions; and amending section 12.08.60 to provide conditions for issuance of building permits for portions of lots or tracts resulting from subdivision action. Affirmed
Mayor Bassett opened the public hearing to consider the proposed Canterberry Estates Plat II. The Mayor gave his opening statement and made the standard appearance of fairness inquiries. Councilmember Lillquist disclosed she had discussed the plat with Senior Planners Mike Smith and Dan Caspar regarding the general issue of road connectivity between neighborhoods as plats develop and specifically with regard to this plat. Mayor Bassett disclosed he met with the City Manager to review the Council agenda and had some contact with staff. The Mayor asked if there was anyone in the audience who objected to his or any councilmember’s participation in the proceedings on appearance of fairness grounds. There were no objections from the audience.

Senior Planner Caspar summarized the agenda report. The City received a request from Mike Stougard and Charlie Sivak for a 56-lot plat located west of Pfenning Road and North of Radio Road. The property is zoned Residential Suburban (R-S).

Mike Stougard, 1215 Pfenning Road, co-applicant, stated the irrigation system will be designed to service all the neighbors currently receiving irrigation water as well as provide irrigation to the plat. Mr. Stougard wants to develop portions of the plat in three phases.

Robert Jewell, 1706 Radio Road, stated his May 15, 2003 letter stands as submitted. His only concern is that he continues to receive irrigation water.

Tony Hentges, 1714 Radio Road, stated he wants to continue to receive irrigation water as well.

Charlie Sivak, 1519 Skyline Drive, co-applicant, stated he and Mr. Stougard will work to make the water system better.

Senior Planner Caspar stated staff has not reviewed any phasing plan. If the plat is to be phased the City would need to see the plan. If the applicants wish to phase the plat, staff recommends continuing the public hearing to another date so staff can have a phasing plan in place.

For the record, Mr. Stougard stated his intent to have a phasing plan. He believes phasing does not make any difference as long as the sewer runs downhill and as long as there is water pressure for fire control. Mr. Stougard indicated he will have a phasing plan tomorrow for Public Works staff.

Staff was not aware of applicants’ interest in phasing until this Council meeting.

John Akers, speaking on behalf of the Public Works Department, stated upon receipt of a phasing plan staff should be able to run through the process fairly quickly. When Public Works staff reviewed the plat there was some indication toward phasing. If a phasing plan could be reviewed tomorrow staff could have the plat back on the next Council agenda unless there are problems with the Planning Fire Departments.
Continue public hearing on Canterberry Estates Plat II to June 2, 2003. Bassett

Affirmed

PUBLIC HEARING --ORDINANCE NO. 4363 – ZONE CHANGE REQUEST BY WARREN FAMILY TRUST FROM RESIDENTIAL SUBURBAN TO MANUFACTURED HOME PARK – SOUTH OF MOUNTAIN VIEW AVENUE BETWEEN BULL ROAD AND ROSEWOOD DRIVE

Mayor Bassett opened the public hearing to consider a request from the Warren Family Trust for a zone change from Residential Suburban (R-S) to Manufactured Home Park (MHP) for property located south of Mountain View Avenue and between Bull Road and Rosewood Drive.

The Mayor gave his opening statement and made the standard appearance of fairness inquiries. In response, no councilmembers disclosed any identifying reasons that would disqualify them from hearing the matter. The Mayor asked if there was anyone in the audience who objected to his or any councilmember’s participation in the proceedings on appearance of fairness grounds. There were no objections from the audience.

Senior Planner Caspar summarized the agenda report. The property is approximately 2.24 acres and currently does not have any structures on it. The applicants have stated that they desire to expand the existing Rosewood Estates and this parcel would allow for approximately twelve (12) spaces for homes. The property is a landlocked parcel with no dedicated access to any public roads. Properties surrounding the parcel are zoned Residential Suburban on the North, West and East, and Manufactured Home Park on the South. Once the Rosewood II expansion is complete, this lot will be part of the expanded manufactured home park with access from private roads contained within the park. The zone change complies with the City’s Comprehensive Plan.

Patrick Crawford, 7500 212th SW, Suite 118, Edmonds, Washington, speaking as agent for the Warren Family Trust, stated the applicant will likely continue the same fencing design on all sides of the property but would like to have the option for split rail fencing on the south side of the property.

There being no further testimony, Mayor Bassett closed the public hearing.

Read for the first time, Ordinance No. 4363. Barry

AN ORDINANCE relating to zoning and amending Title 13 of the Ellensburg City Code by changing the zoning classification of certain properties within the city from Residential Suburban (R-S) to Manufactured Home Park (MHP) land use classification. Affirmed

At 9:35 p.m. Mayor Bassett left the meeting and Mayor Pro Tem Barry conducted the remainder of the meeting.
ORDINANCE NO. 4361 – REGULATORY STREET SIGN MODIFICATIONS

Ordinance No. 4361 modifies the City’s on street parking code in response to requests from Pautzke Bait Company, the Ellensburg School District and Central Washington University. Council amended the ordinance at first reading on May 5, 2003 relating to “parking restricted” on the south side of Capitol Avenue to read “No Parking from 8:00 a.m. to 3:30 p.m. while school is in session”. Since first reading of the ordinance, the Ellensburg School District has requested decreasing the time frame on the amendment to say “No Parking from 7:30 a.m. to 8:30 a.m. and from 2:30 p.m. to 3:30 p.m. while school is in session”. This revision would more accurately reflect times when school bus conflicts occur.

Amend Section 2 of Ordinance No. 4361 (Section 8.12.02 of the Ellensburg City Code) Savidge to reflect time intervals requested by the Ellensburg School District. Affirmed

Read for the second time, Ordinance No. 4361 as amended. Sowards

AN ORDINANCE of the City Council of the City of Ellensburg, Washington amending the Ellensburg Municipal Code relating to parking and amending sections 8.10.02, 8.12.02, and 8.14.02. Affirmed

Adopt Ordinance No. 4361. Sowards

Collins (Yes)
Lillquist (Yes)
Savidge (Yes)
Sowards (Yes)
Perrie (Yes)
Barry (Yes)
Motion approved.

ORDINANCE NO. 4363 – FIRST QUARTER SUPPLEMENTAL BUDGET

The proposed ordinance provides for supplemental appropriations in the General Fund for the Senior Center, Library Construction Fund, Information Technology Fund (IT), Gas, Light, Light Construction, Sewer, Water, Shop and Hal Holmes Trust Fund.

Read for the first time, Ordinance No. 4364. Sowards
AN ORDINANCE amending the 2003 Annual Budget of the City of Ellensburg as set forth in Ordinance No. 4340 to provide additional revenues and appropriations in the General Fund, New Library Construction Fund, Light, Light Construction, Gas, Water, Sewer, Shop and in the new Information Technology Fund. Affirmed

RESOLUTION NO. 2003-07 – AUTHORIZING REWARD OFFER

The Police Department is conducting an investigation into a series of commercial burglaries that have occurred throughout the community in recent months. City Code authorizes payment of a monetary reward to individuals who furnish information leading to the arrest of any person who has committed a criminal offense. Staff believes a reward of $500 may provide investigators with information leading to successful resolution of the investigation. Since preparation of the award resolution staff received an additional $500 anonymous donation from a business owner— bringing the award amount to $1,000. An amended Resolution authorizing a $1,000 monetary reward was distributed for Council’s consideration. Staff recommends adoption of the amended resolution.

Adopt Resolution No. 2003-07 with amendment of award amount and change in Sowards month. Affirmed

RESOLUTION NO. 2003-08 – SURPLUS POLICE PROPERTY

The Police Department possesses a 1995 Ford Mustang automobile deemed lawfully seized during the investigation of undercover drug operations. Ownership of the vehicle has been transferred to the City. The vehicle is not of use to the Police Department and should be sold while it retains value. Staff recommends adoption of a resolution declaring the 1995 Ford Mustang VIN: 1FALP42T9SF124653 as surplus property and authorizing the sale of the vehicle by auction.

Adopt Resolution No. 2003-08. Savidge

Affirmed(Sowards-abstain)

RESOLUTION NO. 2003-09 – SURPLUS UNCLAIMED PROPERTY

The Police Department requests adoption of a resolution declaring an attached list of 94 items as surplus property, authorizing sale of said property, further authorizing the donation of “No Sale” items to charity, and authorizing the disposal of non-serviceable bicycles via transfer station, land fill or salvage yard. Since preparation of the agenda report, the last item on page 111 of the agenda has been claimed by its owner— necessitating amendment of the resolution and attached surplus auction list to 93 pieces of unclaimed property. Staff recommends adoption of a resolution declaring the attached list as surplus property with this amendment.

Adopt Resolution No. 2003-09 with amendment of reference to attached list of Savidge
Late last year the City Council appointed a Street Naming and Numbering Committee to address the issue of inconsistency in naming and numbering practices in various parts of the community. The committee’s work is complete and a draft ordinance has been developed for Council consideration.

In addition to the naming and numbering of streets, the draft ordinance proposes two significant changes. The first change consolidates the streets currently designated as Cascade Way, 8th Avenue, Euclid Way, and 10th Avenue into one street to be named University Way. The second major proposed change is to rename the streets designated as Canyon Road (north of Interstate 90), Main Street, and A Street as Main Street for its entire length. The street currently designated Main Street and running south off of Industrial Way and intersecting with Umptanum Road east of Canyon Road would be renamed Industrial Way, consistent with the contiguous Industrial Way.

Comments were received from the Planning Commission, the Landmarks and Design Review Commission and the Downtown Task Force. Additionally, the concepts were discussed with both the Chamber of Commerce and CWU who have responded positively to the recommendations.

Council requested citizens be advised by mail before first reading of the ordinance and a public hearing be set for June 2, 2003 on the proposed ordinance.

**Manager’s Report**

**Cascade Way Overlay – Nighttime Work – Noise Ordinance Waiver**

Council agreed to staff issuance of bid specifications prescribing night work for the Cascade Way Overlay project. Staff will return with a bid award and formal request for noise ordinance waiver when construction time lines have been established.

**Library/Hal Holmes Project**

Belsaas and Smith commenced construction on the Library/Hal Holmes project on May 10, 2003. Construction is expected to take approximately six months

**CWU Gas Negotiations**

CWU gas negotiations are underway with no insurmountable issues identified. Staff hopes to present a draft contract to Council in the fairly near future.

**Information Technology/Finance Software**

Cogsdale has been selected as the vendor for the City’s new finance software. Terms and conditions of the purchase are currently under negotiation; a presentation to Council is expected in the next 30
days.

**Information Technology Position Filled**

Dave Ahalt has been hired to fill the City’s second information technology position and started work today. Dave has over twenty years of experience with both personal computers and network administration.

**Downtown Façade and Code Compliance Grants**

Two applications have been received for the Council’s Downtown Code Compliance and Façade Grant Program. Both applicants appear to have met the criteria and the applications have been forwarded to the Landmarks and Design Review Commission.

**Interfund Loan Required for West Ellensburg Park Project**

In the next few weeks, staff will be recommending Council approve an interfund loan to finance the West Ellensburg Park Project. A significant portion of the funds used for the Park’s construction are available from the School District and the County on a reimbursement basis. This is a common practice and allows the City to “up front” the financing for projects under construction, until the reimbursements are received.

**Critical Areas Ordinance**

A Critical Areas ordinance will be mandated for all Washington cities by 2006. A draft ordinance will be presented to Council for review and available to forward to boards and commissions for review in approximately late June or early July.

**COUNCILMEMBERS’ REPORTS**

**Kittitas County Solid Waste Advisory Committee**

Councilmember Lillquist attended the Kittitas County Solid Water Advisory Committee and graduated from Leadership Ellensburg. She requested staff and the Planning Commission review the issue of connectivity between neighborhoods.

**Energy Advisory Committee**

Councilmember Barry reported the Energy Advisory Committee meeting rescheduled its meeting to May 29, 2003. The next Kittitas County Council of Governments (KCCOG) meeting is May 28, 2003 in Roslyn.

**ADJOURN** Adjourn at 10:38 p.m. Barry Affirmed
Mayor

ATTEST: ______________________ City Clerk