Minutes of Council Meeting, Regular Session

September 2, 2014

CITY OF ELLENSBURG

Date of Meeting

September 2, 2014

Time of Meeting

7:00 p.m.

Place of Meeting

Council Chambers, 501 North Anderson Street

Roll Call Present: Aronica, Lillquist, Miller, Scheffer, Tabb and Mayor Elliott

Excused Absence: Morgan

Others present were City Manager Akers, City Attorney Weiner, Public Works Director Lyyski, Interim Assistant Public Works Director Mayo, Civil Engineer Hansen, Professional Engineer/Civil Engineer Mattson, Engineering Tech III Jones, Engineering Tech 1 Beyer, Project Engineer Meyer, Finance Director Pascoe, Deputy Clerk Keno, Executive Assistant Gigstead and six members of the audience.

Proclamations

Mayor Elliott read the proclamation in support of Prostrate Cancer Awareness Month.

Authorize the Mayor to sign the proclamation. Lillquist

Approved

Awards and Recognitions

City Manager Akers recognized new hires and promotions within the Finance, Public Works and Energy Services Departments.

Agenda Approval

Approve agenda as presented. Scheffer

Approved

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.

Motion to approve the Consent Agenda as follows: Scheffer

A. Approve Minutes – August 11, 2014, Special Meeting
Approve Minutes – August 18, 2014, Regular Meeting

B. Acknowledge Minutes of Boards and Commissions

(2) Community Center Ad-Hoc Committee – May 6, 2014 and July 15, 2014
(3) Environmental Commission – May 21, 2014
(5) Parks & Recreation Advisory Commission – July 9, 2014

C. Approve University Way Banner Request for College Radio Day from September 29-October 5, 2014

D. Authorize the Mayor to sign the Interlocal Agreement with Kittitas County for Prosecution Services

E. Approve September 2, 2014 Claims Fund Voucher Numbers 119362 Through 119599 in the Amount of $502,658.32, ACH Direct Payments 944 in the Amount of $42,752.52, Payroll Fund Check Numbers 87970 Through 88024 in the Total Amount of $70,074.02, Direct Deposit in the Amount of $254,395.06, and Electronic Fund Transfer of $3,300.00.

Approved

Board and Commission Applications

Brian Carroll has applied to serve on the Landmarks and Design Commission. Due to quorum issues on the Commission Mayor Elliott requested Council consider appointment of Mr. Carroll this evening. Mr. Carroll meets the qualifications to serve on this Commission; however he was not present for introductions.

Council discussion.

Motion to appoint Brian Carroll to the Landmarks and Design Commission. Lillquist

Approved

Citizen Comment on Non-agenda Issues

Nan Doolittle, 4461 Umptanum Road, Ellensburg, spoke about suicide prevention awareness in Kittitas County and the upcoming “A Celebration of Life Amid Loss” show at 420 Gallery during the month of September.

Proposed Ordinance – Vander Schauw Rezone
Planning Supervisor Bailey summarized the agenda report. The proposed ordinance language reflects the conclusions and findings of the City’s Hearing Examiner for the Vander Schaw Rezone request as approved by City Council at the August 18, 2014 closed record hearing.

**Motion for first reading of Ordinance 4681.** Tabb

**AN ORDINANCE RELATING TO ZONING AND AMENDING TITLE 15 OF THE**

**ELLENSBURG CITY CODE BY CHANGING THE ZONING CLASSIFICATION OF CERTAIN PROPERTY WITHIN THE CITY OF ELLENSBURG FROM PUBLIC RESERVE (P-R) TO RESIDENTIAL LOW DENSITY (R-L).** Approved

**Chamber Quarterly Report**

Amy McGuffin, Director of Tourism for the Kittitas County Chamber of Commerce presented the First and Second Quarter report. Council acknowledged the report.

**Presentation of Draft New City Council Rules and Procedures**

The Rules and Procedures of the Ellensburg City Council were last amended in April 2005. The Council Rules need amending to keep them updated with current practices and procedures, as well as technological changes. City Attorney Weiner presented draft new city council rules and procedures for review and Council direction.

After discussion, Council provided direction as follows:

Section 1.4 Roll Call – Absences. Add language setting forth consequences for a string of unexcused absences, i.e. reference RCW.

Section 3.7 Reading of Minutes. Remove “synopsis” language.

Section 5.1 (Agenda) Preparation. Change last sentence to read “… approval by the City Manager and or Mayor.”

Section 7.7 Enforcement of Decorum. Review “Sergeant-at-Arms” language.

Section 10.4 Attendance and Section 10.5 Removal (Committees, Boards and Commissions) - Add language clarifying authority for attendance/removal.

Section 11. Internet & Electronic Resources – Equipment Use. Add language spelling out limitations on councilmember use of electronic devices during meetings.

Staff will bring back revised language for Council consideration.

**Authorize the City Manager to Sign Amendment No. 1 to the Professional Services Agreement**
with Moss Adams, LLP

Energy Services Director Dunbar summarized the agenda report. Staff recommends that the professional services agreement with Moss Adams, LLP be amended to promptly proceed with an alternatives analysis for the City’s financial management and utility billing system, which is an urgent matter.

Authorize the City Manager to execute amendment No. 1 to the Professional Tabb Services Agreement with Moss Adams LLP for an amount not to exceed $25,530 including any necessary budget adjustments.

Council asked questions of staff.

Vote on motion. Approved

Manager’s Report

Request to Set Public Hearings – Budget Process

Staff requests Council set the following public hearings for the budget process:


November 17, 2014 – 2014 Budget Amendment.


Set budget process related public hearings as outlined by staff. Scheffer

Approved

Request to Set Public Hearing – Electric Rate Ordinance

Setting a public hearing for the electric rate ordinance has been put on hold until November as other utilities may be included in the rate ordinance as well.

Waste Management 2014 Inflation Increase.

Waste Management has notified the City that the 2014 inflation increase for services is 1.591%. The increase is allowed in Waste Management’s agreement with the City and will be in effect beginning October 1, 2014.

Kittitas Highway Safety Improvements Project – Request for Detour Route onto City Streets.
Kittitas County currently has a bid out for a traffic safety project that opens on September 18 for improvement of Kittitas Highway between Ellensburg and Number 6 Road. The County is proposing to detour traffic onto Willow Street and Capitol Avenue during the closure necessary for construction. A timeline has not been established for the start date or duration of the detour. Staff will be working with the County to keep the duration of the closure as brief as possible and will provide additional information as it becomes available.

**Councilmembers’ Reports**

Councilmember Tabb attended Landmarks and Design Commission and Team for Community Vision for Morgan Middle School meetings. The preliminary report regarding the possible use of Morgan Middle School as a community center has been received. He gave an update on the Public Transit Advisory Committee and advised that they plan to report to Council on October 20, 2014. He discussed the upcoming Request for Qualifications (RFQ) to paint the exterior of the Geddis Building.

Council requested the community center report on Morgan Middle School be placed on the September 15 agenda.

Councilmember Scheffer reported the Kittitas Valley Fire and Rescue Station project is moving forward and changes will be coming to the property site next year. Construction is on track to begin April 1, 2015.

Mayor Elliott attended the exit interview with the State Auditor’s office. He reported the Governor-issued burn ban expires September 3rd; however Kittitas County’s burn ban is still in effect, except for recreational and agricultural burning.

**Adjourn** Motion to adjourn at 8:24 p.m. Elliott

Approved

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Mayor

ATTEST: ________________________________

City Clerk