CITY OF ELLENSBURG

Minutes of Council Meeting, Regular Session

Date of Meeting
September 17, 2018

Time of Meeting
7:00 p.m.

Place of Meeting
Council Chambers, 501 North Anderson Street

Roll Call Present: Goodloe, Klauss, Lillquist, Miller, Morgan and Mayor Tabb

Others present were City Manager Akers, Assistant City Manager/City Attorney Weiner; Public Works and Utilities Director Lyyski, Assistant Public Works Director Paul; Parks and Recreation Director Case; Deputy City Clerk Keno; Executive Assistant Gigstead; Wastewater Treatment Plant employees, Neumeyer, Holmes, Redlin, and Zimny and five member of the audience.

Awards and Recognitions

Public Works and Utilities Director Lyyski introduced Coleman Miller, Washington State Department of Ecology, Central Regional Office, to present the Outstanding Performance Award for the Year 2017 to the Ellensburg Wastewater Treatment Facility. Wastewater Treatment Facility employees Eric Neumayer, Chris Holmes, Brian Redlin and J.D. Zimny were recognized and accepted the award. Fellow Treatment Facility employees not present but recognized were Sharon Bender, Melissa Connelly, Daniel Walker, Roberto Rivera, Duane Harper and Brad Coffey.

Agenda Approval

Motion to approve the agenda . .

Klauss

Move Item 13 “Executive Session” to Item 6.B. to allow for discussion following Klauss city council vacancy applicant interviews. Approved

Motion to approve the agenda as amended. Morgan

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.

Remove Item 5.C. “Adopt Resolution No. 2018-36 Whiskey Creek LLC Tree Lillquist Removal Request” from the Consent Agenda. Approved

Motion to approve the Consent Agenda as amended. Lillquist
A. Approve Minutes – September 4, 2018 Regular Meeting

B. Acknowledge Minutes of Boards and Commissions

(1) Affordable Housing Commission - August 15, 2018

(2) Environmental Commission – July 18, 2018 and August 1, 2018

(3) Landmarks & Design Commission – August 7, 2018

(4) Lodging Tax Advisory Committee – July 11, 2018 and August 1, 2018

(5) Utility Advisory Committee – June 21, 2018

C. Adopt Resolution No. 2018-36 Authorizing Debbie Clerf to Remove One Tree Located at 1001 E. 3rd Avenue

D. Approve University Way Banner Request for CWU Homecoming from October 8-15, 2018 and Ware Fair from November 26, 2018 to December 3, 2018

E. Award Bid Call 2018-35 – Tree Pruning Contract to the Lowest Responsive and Responsible Bidder, Basin Tree and Pest Control, Inc.

F. Accept Resignation from Lynne Harrison, Arts Commission and Authorize the Mayor to Sign a Letter of Appreciation

G. Approve Street Closure Application for Ellensburg Downtown Association for 4th Avenue between Pearl and Main Streets on September 29, 2018 from 7:00 a.m. to 4:30 p.m. for Buskers in the Burg Festival

H. Approve September 17, 2018 Claims Fund Check #s 14098 To 140631 in the Total Amount of $247,968.46; Electronic Fund Transfer #s 3118 To 3130 in the Total Amount of $91,661.22; Payroll Fund Check #s 93840 To 93877 in the Total Amount of $56,645.51; and Direct Deposits 46940 To 47139 in the Total Amount of $346,857.23. Approved

City Council Vacancy Interviews and Appointment

With the resignation of Councilmember Scheffer, a City resident must be appointed to complete Ms. Scheffer’s term, Council position 6, expiring December 31, 2019. Staff advertisement of the vacancy on the City’s website and in the Daily Record resulted in five applicants, four of which were present for interviews: Tylene Carnell, DeJon DeMille, Stacey Bankston Engel and Laci Harrison.

Each applicant gave a brief introduction and stated why they wished to serve on the City Council.
Council interviewed the four applicants utilizing seven written interview questions which were directed to and answered by each applicant.

**Executive Session**

Council recessed to executive session at 8:03 p.m. for ten minutes to discuss the qualifications of the councilmember applicants.

**Reconvene**

Council reconvened in open session at 8:15 p.m. with all Councilmembers in attendance. Council consensus was all the applicants were well qualified; Council thanked the applicants for their willingness to serve the community and encouraged applicants not selected to consider running for City Council in the future or perhaps serving on a City Board or Commission.

The new councilmember will be selected by a majority vote of the Council; the Deputy City Clerk distributed paper ballots for voting.

The Deputy Clerk read the voted ballots as follows: Goodloe (Engel)

Klauss (Carnell)

Lillquist (Engel)

Miller (Engel)

Morgan (Carnell)

Tabb (Engel)

Stacey Engel was sworn in by the Deputy Clerk and took her place on the dais.

**Ordinance No. 4808 – Revising Park and Traffic Impact Fees**

Ordinance No. 4808 reflects various revisions to the traffic and park impact fee codes, Chapters 14.02 and 14.404 of the Ellensburg City Code and was given first reading at the September 4, 2018 meeting. Parks and Recreation Director Case summarized the agenda report.

Council asked questions of staff.

**Motion for second reading and adoption of Ordinance No. 4808 as approved** Morgan for first reading on August 20, 2018.

Amend Ordinance No. 4808 to include the amendments outlined by staff on page Lillquist
55 of the September 17, 2018 agenda packet and incorporated in the ordinance for second reading and adoption. Approved

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON, RELATING TO TITLE 14 IMPACT FEES; RENAMING AND AMENDING CHAPTER 14.02 “IMPACT FEES” TO “PARK IMPACT FEES: AND AMENDING CHAPTER 14.04 “TRAFFIC IMPACT FEES” OF THE ELLENSBURG CITY CODE.

Vote on main motion as amended. Engel (yes)

Goodloe (yes)
Klauss (yes)
Lillquist (yes)
Miller (yes)
Morgan (yes)
Tabb (yes)

Motion approved.

**Proposed Ordinance – Amending ECC Chapter 6.54 Relating to Business Licensing**

The proposed ordinance amends Chapter 6.54 “Business and Occupation Tax” to comply with EHB 2005 requiring cities with business licenses to administer their business license through the state’s Business Licensing System (BLS) or FileLocal and adopt an ordinance with a definition of “engaging in business” and a minimum threshold exemption to establish when an out-of-town or transient business is required to be licensed. The model ordinance must be adopted by October 17, 2018. Assistant City Manager/City Attorney Weiner summarized the agenda report.

**Motion for first reading of Ordinance No. 4809. Lillquist**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON, RELATING TO “BUSINESS AND OCCUPATION TAX” CHATER 6.54 OF THE ELLENSBURG CITY CODE, ADDING A NEW SECTION 6.54.090 TO DEFINE “ENGAGING IN BUSINESS” AND AMENDING SECTION 6.54.260 “APPLICATION REVIEW” TO COMPLY WITH STATE OF WASHINGTON ENHANCED HOUSE BILL (EHB) 2005, CODIFIED AS CHAPTER 39.90 RCW.

Approved

**Neighborhood Café**
Mayor Tabb advised Community/Government Relations Officer Reich has created a spreadsheet with potential café’ dates and locations and will forward it to Council to determine availability and scheduling.

**Manager’s Report**

City Manager Akers presented his Manager’s report.

**Council Community Grant Program Subcommittee.**

The application period for the Community Grant Programs closed on August 31, 2018. Staff is requesting that Council designate the sub-committee to review the applications and make the funding recommendations.

Council consensus for Councilmembers Engel, Klaus and Tabb to serve as the subcommittee.

**Request to Set Public Hearing – 2019 Revenue Estimates.**

Set public hearing on October 1, 2018 to consider 2019 Revenue Estimates. Miller

Approved

**Councilmembers’ Reports**

Councilmember Klauss attended the Senior Citizens Advisory Commission, the Lodging Tax Advisory Committee and the Parks and Recreation Commission meetings.

Councilmember Miller attended the Landmarks and Design Commission meeting and hosted the Washington Community Forestry Council meeting.

Councilmember Morgan attended meetings of the Arts Commission, Library Board and KITTCOM.

Mayor Tabb presented during the Affordable Housing Program at the Association of Washington Cities Mayors Exchange and attended the Parks and Recreation Commission meeting.

**ADJOURN** Motion to adjourn at 9:01 p.m. Morgan

Mayor

ATTEST: __________________________________________

City Clerk