



## **CITY COUNCIL MINUTES**

### **December 16, 2015**

City Council of the City of Ephrata, Grant County Washington met in regular session on December 16, 2015. The meeting was called to order at 7:00 p.m. by Mayor Bruce Reim.

**Members Present:** Mayor Bruce Reim, Mayor Pro Tem William Coe, Council members Mark Wanke, Matt Moore, Valli Millard, Tony Mora, and Kathleen Allstot.

**Staff Present:** City Administrator Wes Crago, City Attorney Anna Franz, Community Development Director Ron Sell, Recreation Director Ray Towry, Public Works Director Bill Sangster, Police Chief Mike Warren, Fire Chief Jeremy Burns and City Clerk Leslie Trachsler.

Council member Knitter was noted absent.

Pledge of Allegiance was said.

No public signed up to speak. This meeting is being recorded.

**Consent Agenda:** Motion was made to approve consent agenda. (m/s Moore/Millard)  
Motion carried.

Items on the consent agenda are as follows:

Claims #84242 through #84306 in the amount of \$140,964.21  
Claims #84240 and #84241 in the amount of \$177.22  
Minutes of the December 2, 2015 Council meeting

**Public Hearings – Adopting Zoning Code Amendments to EMC 19.10, 19.11, 19.12, 19.14, 19.15, 19.16 and 19.22:** Mayor Reim opened public hearings at 7:01 p.m. Director Sell gave a staff report. This is a request from City Staff and the Planning Commission to update the City's Municipal Code, Zoning Section, to adopt updates to Chapters 19.10 – Enforcement; 19.11 – Flood Damage Prevention; 19.12 – Hearing Examiner; 19.14 – Planned Unit Development; 19.15 – Recreational Vehicle Parks; 19.16 – Manufactured Housing Communities; and 19.22 – Sidewalk Construction and Improvement Standards. This revision would affect all lands within the corporate limits

of the City of Ephrata. Sell advised that the Planning Commission reviewed these updates twice a month for nearly a year prior to public hearings. The following is a summary of changes to each Chapter.

Chapter 19.10 Enforcement:

- Delete civil and criminal violations section and redirect references to Chapter 1.22

Chapter 19.11 Flood Damage Prevention:

- New definitions as requested by Dept. of Ecology
- Add modified text to base flood elevation references to clarify how to make measurement
- Change from Public works Director to Building Office for records maintenance

Chapter 19.12 Hearing Examiner:

- Remove Hearing Examiner reference as decision maker on Special Use Permits, will continue to hear Conditional Use Permit and Major Variance requests.

Chapter 19.14 Planned Unit Development:

- New definitions for attached/detached dwellings
- Modification of zones permitted and disallowed
- Removed unused references and terms

Chapter 19.15 Recreational Vehicle Parks:

- Lot dimension and lot area updates
- Dump station required and dump station standards
- Add accessory uses – uses allowed specific to tenants of park, restroom requirements, service buildings required
- Staging area requirement if control/check-in station planned so there are no backups onto streets
- Park is required to front on a primary, secondary or collector street, not residential street
- Increased interior roads to the “private road” standard
- No external structure to be attached to RV

Chapter 19.16 Manufactures Housing Communities:

- Access road width increase to “private road” standard
- Park required to front on a primary, secondary or collector street not residential street.

Chapter 19.22 Sidewalk Construction and Improvement Standards:

- Update to valuation determination
  - Existing Construction – requirement for licensed appraiser or county tax assessment
  - New Construction – International Code Council Valuation Table

- Changed reviewer from Community Development Director to Public Works Director

There were no public comments and no Council comments. Mayor closed public hearing at 7:07 p.m.

**Ordinance 15-15 – Amending EMC 6.30 “Nuisances”:** Crago gave a brief staff report. This ordinance reflects minor clarification to existing language and removes a potentially confusing section that seemed contradictory.

Motion to approve and accept Ordinance 15-15 Amending EMC 6.30 “Nuisances”. (m/s Moore/Wanke) Motion carried.

**Ordinance 15-20 – Amending EMC 1.04 “Penalty”:** Crago reported that each year the penalties are increased by the CPI cost-of-living adjustment. That rate for 2016 is 0.2%. This equates to less than 3% of budget.

Motion to approve and accept Ordinance 15-20 Amending EMC 1.04 “Penalty”. (m/s Allstot/Moore) Motion carried.

**Ordinance 15-21 – Amending EMC 3.35 “Fee Schedule”:** Each year the fees charged by the City are increased by the CPI cost-of-living adjustment. That rate for 2016 is 0.2% with the exception of the Water Rates which were increased in accordance with the Water Comp Plan that was approved by Council in November, 2011. That rate for 2016 is 13.2%. This Ordinance also reflects the addition of Planning and Zoning Fees.

Motion to approve and accept Ordinance 15-21 Amending EMC 3.35 “Fee Schedule”. (m/s More/Moore) Discussion regarding the planning and zoning fees and how they were derived at. Motion carried.

**Ordinance 15-22 – Supplementary Appropriations for 2015:** This Ordinance amends the 2015 Budget to reflect unanticipated revenues and expenditures.

Motion to approve and accept Ordinance 15-22 Supplemental Appropriations for 2015. (m/s Millard/Moore) Motion carried.

**Ordinance 15-24 – Repealing EMC 1.22 “Administrative Enforcement” and Adopting EMC 1.22 “Civil Code Enforcement”:** Crago gave a brief staff report. This ordinance removes the old code and replaces with code that allows for education and compliance.

Motion to approve and accept Ordinance 15-24 repealing the current EMC Chapter 1.22 titled “Administrative Enforcement” and adopting a new Chapter 1.22 entitled “Civil Code Enforcement”. (m/s Allstot/Moore) Motion carried.

**Ordinance 15-25 – Adopting EMC 19.10 “Enforcement-Zoning Code”:** Motion to approve and accept Ordinance 15-25 amending EMC 19.10 entitled “Enforcement”. (m/s Moore/Wanke) Motion carried.

**Ordinance 15-26 – Adopting EMC 19.11 “Flood Damage Prevention”:** Motion to approve and accept Ordinance 15-26 amending EMC Chapter 19.11 entitled “Flood Damage Prevention”. (m/s Allstot/Millard) Motion carried.

**Ordinance 15-27 – Adopting EMC 19.12 “Hearing Examiner”:** Motion to approve and accept Ordinance 15-27 amending EMC 19.12 entitled “Hearing Examiner”. (m/s Allstot/Mora) Motion carried.

**Ordinance 15-28 – Adopting EMC 19.14 “Planned Unit Development”:** Motion to approve and accept Ordinance 15-28 amending EMC Chapter 19.14 entitled “Planned Unit Development”. (m/s Mora/Moore) Motion carried.

**Ordinance 15-29 – Adopting EMC 19.15 “Recreational Vehicle Parks”:** Motion to approve and accept Ordinance 15-29 amending EMC Chapter 19.15 entitled “Recreational Vehicle Parks”. (m/s Wanke/Moore) Motion carried.

**Ordinance 15-30 – Adopting EMC 19.16 “Manufactured Housing Communities”:** Motion to approve and accept Ordinance 15-30 amending EMC Chapter 19.16 entitled “Manufactured Housing Communities”. (m/s Allstot/Millard) Motion carried.

**Ordinance 15-31 – Adopting EMC 19.22 “Sidewalk Construction and Improvement Standards”:** Motion to approve and accept Ordinance 15-31 amending EMC 19.22 entitled “Sidewalk Construction and Improvement Standards”. (m/s Allstot/Moore) Motion carried.

**Reappointment of Parks Commissioners Mills, Seig and Morford:** Motion to confirm Mayor Reim’s reappointment of Jay Mills, Jenny Seig and Sarah Morford to the Parks Commission. (m/s Millard/Moore) Motion carried.

**Authorize Administration to enter Agreement with Transportation Improvement Board for Nat Washington Way Grant:** Crago reported that Staff has been successful in obtaining a grant to resurface Nat Washington Way from the railroad crossing to Basin Street. Project is a \$250,000 project and requires a 10% match with project completion of June 30, 2017.

Motion to authorize administration to enter Agreement with Transportation Improvement Board for grant to resurface Nat Washington Way. (m/s Moore/Mora) Motion carried.

**2016 Bill Review Schedule:** The schedule for reviewing bills for 2016 was included in the Council Packet. Motion to accept 2016 Bill Review Schedule. (m/s Allstot/Moore) Motion carried.

**Appointment of Mike Donovan to Ephrata Senior Center Board:** Motion to confirm Mayor Reim's appointment of Mike Donovan to the Ephrata Senior Center Board. (m/s Wanke/Mora) Motion carried.

**City Administrator Report:**

Sale of Fire Apparatus Bond: Closing documents have been executed and funds will be transferred tomorrow. Fire Department is working on refining the specifications for the truck and has been researching vendors. They will be reporting in January of their findings and recommendation.

2015 Budget Report: Cash reserves are exactly where they have been the last 3 years at this time of year. Overall, revenues are 1% below budget and expenses 11% below budget.

Swearing in of Mayor Reim and 2016 Council Members: Administrator Crago swore in Mayor Reim and Council members Moore, Millard, Allstot, Mora and Coe.

There being no further business meeting adjourned at 7:27 p.m.

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Bruce Reim, Mayor

ATTEST:

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Leslie Trachsler, City Clerk