



## **CITY COUNCIL MINUTES**

### **March 21, 2018**

City Council conducted an Open Public Forum on the Transportation Benefit District Proposition One at 6:30 p.m.

City Council of the City of Ephrata, Grant County Washington met in regular session on March 21, 2018. The meeting was called to order at 7:00 p.m. by Mayor Pro-tem William Coe.

**Members Present:** Mayor Pro Tem William Coe, Council members Mark Wanke, Matt Moore, Justin Kooy, Tony Mora, and Kathleen Allstot.

**Staff Present:** City Administrator Wes Crago, City Attorney Anna Franz, Community Development Director Ron Sell, Public Works Director Bill Sangster, Community Relations Director Traci Bennett, Police Captain Erik Koch, Fire Chief Jeremy Burns and City Clerk/Finance Director Leslie Trachsler.

Mayor Reim was noted absent. Motion to excuse Council member Millard. (m/s Allstot/Mora) Motion carried.

Pledge of Allegiance was said.

No public signed up to speak on non-agenda items. This meeting is being recorded.

**Agenda:** There were no additions or corrections to the agenda.

**Presentations:** None

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

Items on the consent agenda are as follows:

Claims #88186 through #88235 in the amount of \$97,737.56  
Manual Claims #86032018, 87032018, 88032018, and 89032018 in the amount of \$2,255.37  
Electronic Fund Transfer in the amount of \$17,362.09  
Minutes of the March 7, 2018 Council meeting

Special Event Applications:

- Lions Club Fishing Derby – Oasis Park, April 21, 2018; 5 a.m. to 11 a.m.
- Chief for a Day – Courthouse Area, June 7, 2018; 6 a.m. to 5 p.m.
- Sage & Sun Fun Run – Ephrata Heights/Port Area, June 9, 2018; 6 a.m. to 11 a.m.

**Public Hearing – Ordinance 18-09 amending EMC Title 19 “Zoning” – Short-Term Vacation Rentals:** Mayor Pro-tem opened public hearing at 7:00 p.m. This is the second of two public hearings. Director Sell gave a brief staff report and reviewed the changes. There were 3 items changed from last hearing.

- Reference to 29 days vs 30 days
- Reformatting/renumbering
- Maximum occupation clarification of 10 guests total including children under 6

There were three new additional amendments to the code:

- 19.02.171 remove word “guest”
- 19.04.030; 18 b. change “excluding” to “including” in reference to maximum occupation
- 19.04.303; 19 b. change “excluding” to “including” in reference to maximum occupation

Council member Kooy stepped down from the Council.

There being no public comments, Mayor Pro-tem closed public hearing at 7:04 p.m.

**Ordinance 18-09 – Amending EMC Title 19 “Zoning” (Short-Term Vacation Rentals):** Motion to approve and accept Ordinance 18-09 amending EMC Title 19 entitled “Zoning” as amended. (m/s Mora/Moore) Council discussion ensued regarding sprinkler systems. Motion carried.

Council member Kooy returned.

**April 4, 2018 Council Meeting:** This meeting is during spring break and staff needs to know if there will be a quorum. Council advised that a quorum would be met.

**C-Street NW Neighborhood Traffic Discussion:** Administrator Crago reviewed the C-Street NW Neighborhood Traffic Report. The purpose of this report was to review traffic data and evaluate if traffic control devices are warranted in order to prevent speeding and protect walkers in the C-Street NW neighborhood.

Council discussion ensued.

Public comments: Donna & Randy Nelson of 240 C St NW addressed council regarding this matter expressing their concern for the pedestrians in this neighborhood.

Council discussion ensued.

**Amend Police 1020 “Council Rules of Procedure”:** This is the second review of the proposed changes to the Council Rules of Procedures. There were no additional comments.

Motion to approve and accept amended Policy 1020 “Council Rules of Procedure”. (m/s Moore/Mora) Motion carried.

**Authorize Administration to enter Annual Agreement with Grant County EDC:** This is our annual agreement for economic development services. Motion to authorize Administration to enter Annual Agreement with Grant County Economic Development Council. (m/s Moore/Allstot) Motion carried.

**Audit Committee to review 2017 Annual Report:** Each year two to three council members assist with this review which is a formal, technical and comprehensive review of the City’s financial report to the State Auditors. During the review, each member will learn the inner-workings of the accounting practices of the City. Council members Kooy, Moore and Mora volunteered to be on the Audit Committee.

**Authorize Administration to enter Agreement with Department of Commerce for Planning Department Grant:** City has received a grant with the Department of Commerce for the Comp Plan Update. Motion to authorize Administration to enter Agreement with Department of Commerce for Planning Department Grant. (m/s Allstot/Mora) Motion carried.

**Accept \$1,250.00 Grant from Walmart for Police Equipment:** Motion to accept grant for \$1,250.00 from Walmart for Police Equipment. (m/s Wanke/Kooy) Motion carried.

**Accept \$2,000.00 Grant from Walmart for Community Recreation Programs:** Motion to accept grant for \$2,000.00 from Walmart for community recreation programs. (m/s Mora/Wanke) Motion carried.

**Authorize Staff to enter Purchase Agreement for Type-3 Wildland Fire Truck:** In accordance with the 2015 Fire Bond Ordinance, if there are funds remaining, the City may utilize those funds for other approved capital purposes. Chief Burns submitted proposal for the acquisition and build of a Type-3 Heavy Duty Brush Truck at an estimated cost of \$50,000. This includes, but is not all inclusive, the purchase of a chassis, pump, tank, nozzles, fabrication, and painting. Most of the labor will be completed by the volunteers and fire department staff. At present there is \$21,859 of unexpended bond money and \$53,863 of earned interest for a total available funds of \$75,722.

Motion to approve proposed plan for acquisition and build of a Type-3 Heavy Duty Brush Truck and authorize staff to enter Purchase Agreement for chassis. (m/s Wanke/Kooy) Motion carried.

**City Administrator Report:**

2018 Budget Report: Cash reserves in the General Fund have dropped slightly. Sales tax continues to track well although November sales, which was received in February, was not a historic high. Overall, the budget to actual, expenses are 7% below and revenues 5.5% below projection.

There being no further business meeting adjourned at 8:00 p.m.

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William Coe, Mayor Pro-tem

ATTEST:

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Leslie Trachsler, City Clerk