

**City Of Woodland
City Council Meeting Agenda Summary Sheet**

Agenda Item: Approval of minutes of December 16, 2013	Agenda Item #: (B) Consent
	For Agenda of: 01/06/2014
	Department: Clerk/Treasurer
	Date Submitted: 01/02/2014

Cost of Item: _____
Amount Budgeted: _____
Unexpended Balance: _____

BARS #: Description:

Department Supervisor Approval: Mari E. Ripp, Clerk-Treasurer / s /
Committee Recommendation: n/a

Agenda Item Supporting Narrative (list attachments, supporting documents): December 16, 2013 Regular Council Meeting Minutes
Summary Statement/Department Recommendation: Recommend approval.

December 16, 2013

DRAFT

The REGULAR Meeting of the Woodland City Council was held on the above date at the Woodland City Hall, Council Chambers, 200 E. Scott Avenue, Woodland WA. The Regular meeting was called to order by Mayor Grover Laseke at 7:00 p.m. The Pledge of Allegiance was recited.

PRESENT: Councilmember Marshall Allen
Councilmember John Burke
Councilmember Benjamin Fredricks
Councilmember Marilee McCall
Councilmember Scott Perry
Councilmember Al Swindell

ABSENT: Councilmember Susan Humbyrd

STAFF: City Attorney William Eling
Clerk-Treasurer Mari Ripp
Police Chief Rob Stephenson
Public Works Director Bart Stepp
Community Development Planner Amanda Smeller

Action J) Motion to excuse Councilmember Humbyrd from tonight's meeting

Councilmember Humbyrd contacted the Mayor and was absent due to a family matter. Councilmember Burke moved to excuse Councilmember Humbyrd from tonight's meeting. Councilmember Swindell seconded the motion.

Vote: 6-0 Yes: Allen, Burke, Fredricks, McCall, Perry, Swindell; No: None

Abstained: None; Absent: Humbyrd

Motion passed unanimously.

PRESENTATIONS

Certificate of Recognition to Councilmember John "JJ" Burke

Mayor Laseke presented a certificate of recognition to John JJ Burke, Council position No. 1 for 12 years of council service. Councilmember Fredricks also presented a recognition plaque to Councilmember Burke.

CITIZEN COMMUNICATIONS FOR ITEMS NOT ON THE AGENDA

Noel Johnson, PO Box 1955, Woodland- was involved with JJ Burke for many years, and mostly at Planters Days. He thanked him for his service. Also, spoke on the need for a new sign at the "triangle". He is collecting donations to achieve this. And the City is going to get a new library and a swimming pool. More information will be coming on these projects.

CITIZEN COMMUNICATIONS FOR ITEMS ON THE AGENDA

Carrie Lewellen, PO Box 2042, Woodland-spoke on the 2014 budget, that the council has met several times, and the process the council has gone through. She urged the council to adopt the

budget that the Mayor and Department Heads presented to the council. She said that the mayor and staff have done a wonderful job and it is the job of the council to go with the opinions of the mayor and department heads and let them do their job and not go through line items. She is concerned of the lack of services that could go forward if the council does not adopt the budget tonight. She urged the council to adopt the budget that was presented.

Darlene Johnson, PO Box 1808, Woodland- urged the council to adopt the Hotel/Motel part of the budget that supports the Tourist Information Center.

AGENDA APPROVAL

Councilmember Burke moved to approve the Consent Agenda. Councilmember Swindell seconded the motion. Discussion followed.

Vote: 6-0 Yes: Allen, Burke, Fredricks, McCall, Perry, Swindell; No: None

Abstained: None; Absent: Humbryd

Motion passed unanimously.

REPORTS OF CITY OFFICERS (Limited)

- Mayor
- Ribbon Cutting for New Police Station/Community meeting room January 6, 2014 6:30 p.m. at 200 E. Scott Avenue
 - Approval of Hotel/Motel, Humane Society and other budget related agreements continued to January 6, 2014 until after the 2014 budget ordinance is adopted
 - Salary Study for Exempts presented to the council for discussion tonight Mayor asked for direction from the council. The council asked to set it to the January 27, 2014 workshop.
 - Facilitator for Council Retreat on January 25, 2014 8:00 a.m. to 2:00 p.m.
 - Council will need to take action 1/6/2014 for Mayor Pro Tem and Standing Committee assignments

Action K) to hold the Council Retreat on Saturday, January 25th and hire Lloyd Halverson

Councilmember Swindell moved to have the Council Retreat on Saturday, January 25, 2014 8:00 a.m. at the new council chambers and hire Lloyd Halverson as the facilitator at \$105 hour.

Councilmember McCall seconded the motion.

Vote: 6-0 Yes: Allen, Burke, Fredricks, McCall, Perry, Swindell; No: None

Abstained: None; Absent: Humbryd

Motion passed unanimously.

- Clerk-Treasurer
- 11/30/2013 Financial Report was distributed to council
 - 2013 budget amendments are being finalized and will be presented at the 1/6/2014 meeting; Finance Committee will receive them by email prior to that; send comments to CT and DCT
 - 1/6/2014 request for discussion and council approval on proposed 2014 council calendar

- Clerk-Treasurer - There is no workshop topic scheduled for 1/13/2014 so that meeting is cancelled
- 2/10/2014 Special meeting/workshop re: Healthcare Reform and what it means to the City of Woodland. Corey Balkan, Interwest Benefits will give a presentation
- Planning - Collective Gardens Moratorium ends January 22, 2014 Requested council direction on this matter. The council requested what has happened since the last moratorium and report back to the council at the next meeting. Also on Initiative 502 and if anything has changed. Attorney Eling commented on this.

CONSENT ITEMS

- A. Clerk-Treasurer - Approval Claims voucher warrants number 45783 through 45837 for the first half of the month of December, 2013 in the amount of \$308,983.67.
- B. Clerk-Treasurer - Approval of minutes of December 2 and 9, 2013
- C. Clerk-Treasurer - Authorize Mayor to sign Employee Assistance Program (EAP) First Choice Health Business Associate Agreement

Councilmember Swindell moved to approve the Consent Agenda. Councilmember Fredricks seconded the motion.

Vote: 6-0 Yes: Allen, Burke, Fredricks, McCall, Perry, Swindell; No: None

Abstained: None; Absent: Humbryd

Motion passed unanimously.

ACTION ITEMS

- Action D) - Authorize Mayor to sign contract with Transportation Improvement Board (TIB) for \$260,000 grant for Park and Buckeye Overlay Project**

Councilmember McCall moved to authorize Mayor to sign contract with Transportation Improvement Board (TIB) for \$260,000 grant for Park and Buckeye Overlay Project.

Councilmember Fredricks seconded the motion. Discussion followed.

Vote: 6-0 Yes: Allen, Burke, Fredricks, McCall, Perry, Swindell; No: None

Abstained: None; Absent: Humbryd

Motion passed unanimously.

- Action E) - Authorize Mayor to sign contract with Transportation Improvement Board (TIB) for \$174,400 grant for SR 503 and E. Scott Sidewalk Project**

Councilmember McCall moved to authorize Mayor to sign contract with Transportation Improvement Board (TIB) for \$174,400 grant for SR 503 and E. Scott Sidewalk Project.

Councilmember Fredricks seconded the motion. Discussion followed.

Vote: 6-0 Yes: Allen, Burke, Fredricks, McCall, Perry, Swindell; No: None

Abstained: None; Absent: Humbryd

Motion passed unanimously.

Action F) - Authorize Mayor to sign contract with Harper Houf Peterson Righellis Inc. for surveying, design, and permitting services for the South Woodland Safe Walking Route Project

Councilmember McCall moved to authorize Mayor to sign contract with Harper Houf Peterson Righellis Inc. for surveying, design, and permitting services for the South Woodland Safe Walking Route Project. Councilmember Burke seconded the motion. Discussion followed.

Vote: 6-0 Yes: Allen, Burke, Fredricks, McCall, Perry, Swindell; No: None

Abstained: None; Absent: Humbryd

Motion passed unanimously.

Action G) - Ordinance No. 1289 – to amend the ordinance to change the time to allow alcohol in Horseshoe Lake Park for permitted special events (First Reading)

Councilmember Swindell moved to adopt Ordinance No. 1289 – to amend the ordinance to change the time to allow alcohol in Horseshoe Lake Park for permitted special events (First Reading). Councilmember Fredricks seconded the motion. Discussion followed.

Vote: 6-0 Yes: Allen, Burke, Fredricks, McCall, Perry, Swindell; No: None

Abstained: None; Absent: Humbryd

Motion passed unanimously.

Action H) - Ordinance No. 1287- 2014 Final Budget (FINAL READING)

Councilmember Fredricks moved to adopt Ordinance No. 1287- 2014 Final Budget with decreases of \$88,453 as outlined in a document presented to the council tonight (FINAL READING). Councilmember McCall seconded the motion. Discussion followed.

Councilmember Perry requested a 5 minute break to review the proposed changes. The council recessed from 7:38 p.m. to 7:44 p.m.

Discussion followed.

Amendment:

Councilmember Perry moved to modify the proposed cuts and add back in the CT Dept. Part-time Clerk I position and to not allocate funding to the Parks and reconsider that at a later time. Councilmember Swindell seconded the motion. Discussion followed.

Vote: 2-4 Yes: Perry, Swindell; No: Allen, Burke, Fredricks, McCall

Abstained: None; Absent: Humbryd

Motion Failed by a Majority.

Amendment

Councilmember Fredricks moved to fund the Part time clerk position through the consolidation and have it reviewed and reduce the amount to go to the Park budget (add \$17,810 expenditure budget in line 514 and park budget to be decreased by \$17,810). Councilmember Allen seconded the motion.

Bart Stepp, Public Works Director, pointed out that the Enhancement for the Building Official and Clerk was not included in the 12/2/2013 v.5 budget. It is still in the Enhancements. The reduction is \$10,000.

Discussion followed. The Clerk restated the amendment. Discussion continued.

Call the Question:

Burke, McCall to call the question.

Vote: 6-0 Yes: Allen, Burke, Fredricks, McCall, Perry, Swindell; No: None

Abstained: None; Absent: Humbryd

Motion passed unanimously.

Amendment vote:

To fund the Part time clerk position through the consolidation and have it reviewed and reduce the amount to go to the Park budget (add \$17,810 expenditure budget in line 514 and park budget to be decreased by \$17,810).

Vote: 6-0 Yes: Allen, Burke, Fredricks, McCall, Perry, Swindell; No: None

Abstained: None; Absent: Humbryd

Motion passed unanimously.

Main motion with amendment:

To adopt Ordinance No. 1287- 2014 Final Budget with decreases of \$88,453 as outlined in a document presented to the council tonight (FINAL READING) with the exception to fund the part-time clerk position through the consolidation and have it reviewed and reduce the amount to go to the Park budget (add \$17,810 expenditure budget in line 514 and park budget to be decreased by \$17,810). Discussion ensued.

Amendment:

Councilmember Fredricks moved to include Enhancement #1 for Building and Planning with a savings of under \$10,000. Councilmember McCall seconded the motion.

Vote: 6-0 Yes: Allen, Burke, Fredricks, McCall, Perry, Swindell; No: None

Abstained: None; Absent: Humbryd

Motion passed unanimously.

Main motion with amendments:

To adopt Ordinance No. 1287- 2014 Final Budget with decreases of \$88,453 as outlined in a document presented to the council tonight (FINAL READING) with the exception to fund the part-time clerk position through the consolidation and have it reviewed and reduce the amount to go to the Park budget (add \$17,810 expenditure budget in line 514 and park budget to be decreased by \$17,810); and to include Enhancement #1 for Building and Planning with a savings of just under \$10,000.

Vote: 6-0 Yes: Allen, Burke, Fredricks, McCall, Perry, Swindell; No: None

Abstained: None; Absent: Humbryd

Motion passed unanimously.

Mayor Pro Tem steps in to chair remainder of meeting

Mayor Laseke stepped down from his chair and turned the meeting over to Mayor Pro-Tem John "JJ" Burke.

Action I) - Authorize Mayor to sign contract for the SR 503/Scott Intersection Project Consultant

Councilmember Fredricks moved to authorize Mayor to sign contract for the SR 503/Scott Intersection Project Consultant. Councilmember Swindell seconded the motion.

Vote: 6-0 Yes: Allen, Burke, Fredricks, McCall, Perry, Swindell; No: None

Abstained: None; Absent: Humbryd

Motion passed unanimously.

ADJOURNMENT

Councilmember Swindell moved to adjourn the meeting. Councilmember Perry seconded the motion. All: Yes.

Vote: 6-0 Yes: Allen, Burke, Fredricks, McCall, Perry, Swindell; No: None

Abstained: None; Absent: Humbryd

Motion passed unanimously.

The meeting was adjourned 8:33 p.m.

Grover B. Laseke, Mayor

Minutes approved: _____

Attest:

Mari E. Ripp, Clerk-Treasurer

*These minutes are not a verbatim record of the proceedings.
A recording is available in the office of the Clerk-Treasurer*