

SELAH CITY COUNCIL

4:00pm March 11, 2014

3:30pm Study Session – Shane Backlund, Superintendent
Selah School District Update



Selah City Council
Regular Meeting
Tuesday, March 11, 2014
4:00pm
City Council Chambers

Mayor:
Mayor Pro Tem:
Council Members:

John Gawlik
Brooke Finch
Paul Overby
John Tierney
Dave Smeback
Allen Schmid
Roy Sample
Jane Williams

CITY OF SELAH
115 West Naches Avenue
Selah, Washington 98942

City Administrator: David Kelly
City Attorney: Bob Noe
Clerk/Treasurer: Dale Novobielski

AGENDA

- A. Call to Order – Mayor Gawlik
- B. Roll Call
- C. Pledge of Allegiance
- D. Agenda Changes **None**
- E. Public Appearances/Introductions/Presentations
 - 1. Police Chief Hayes – Introduction to “Chief for a Day” program with a video and meet Selah Police Department’s “2014 Chief for a Day” Kylee Ramsey
- F. Getting To Know Our Businesses **None**
- G. Communications
 - 1. Oral

This is a public meeting. If you wish to address the Council concerning any matter that is not on the agenda, you may do so now. Please come forward to the podium, stating your name for the record. The Mayor reserves the right to place a time limit on each person asking to be heard.

2. Written

David Kelly a. Yakima Transit Service Ridership Report for January & February 2014

- H. Proclamations/Announcements **None**
- I. Consent Agenda

All items listed with an asterisk (*) are considered routine by the City Council and will be enacted by one motion, without discussion. Should any Council Member or member of the audience request that any item of the Consent Agenda be considered separately, that item will be removed from the Consent Agenda and become a part of the regular Agenda.

- Monica Lake * 1. Approval of Minutes: February 25, 2014 Study Session & Council Meeting
- Dale N. * 2. Approval of Claims & Payroll

- J. Public Hearings **None**
- K. New Business **None**
- L. Old Business **None**

M. Resolutions

- Gary Hanna 1. Resolution Declaring Fire Department Property as Surplus and Authorizing Its Disposal

N. Ordinances

- Dennis Davison 1. Ordinance Vacating a Portion of Shannon Road Public Right-of-way
- Dale 2. Ordinance Amending the 2014 Budget for Audio System Improvements to the City Council Chambers
- Novobielski
- Dale 3. Ordinance amending the 2014 Budget for Changes in the Public Works' Administrative Support Employment Positions
- Novobielski

O. Communications

- 1. Oral

This is a public meeting. If you wish to address the Council concerning any matter that is not on the agenda, you may do so now. Please come forward to the podium, stating your name for the record. The Mayor reserves the right to place a time limit on each person asking to be heard.

P. Reports/Announcements

- 1. Mayor
- 2. Council Members
- 3. Departmental
- 4. Boards

Monica Lake a. Parks Board Minutes – January 13, 2014

Q. Executive Session

- 1. 10 Minute Session – Contract Negotiations RCW 42.30.140
- 2. 20 Minute Session – Potential Litigation RCW 42.30.110(1)(i)

R. Adjournment

Each item on the Council Agenda is covered by an Agenda Item Sheet (AIS)

A yellow AIS indicates an action item.

A blue AIS indicates an information/non-action item.

Next Study Session
Next Regular Meeting

March 25, 2014
March 25, 2014



**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



COUNCIL MEETING INFORMATIONAL ITEM

3/11/2014 E – 1

Title: Introduction to “Chief for a Day” program with a video and meet Selah Police Department’s “2014 Chief for a Day” Kylee Ramsey.

Thru: David Kelly, City Administrator

From: Rick Hayes, Police Chief

Action Requested: Informational - No action

Board/Commission Recommendation: Not applicable

Fiscal Impact: None. Done with donations only.

Funding Source: N/A

Staff Recommendation:

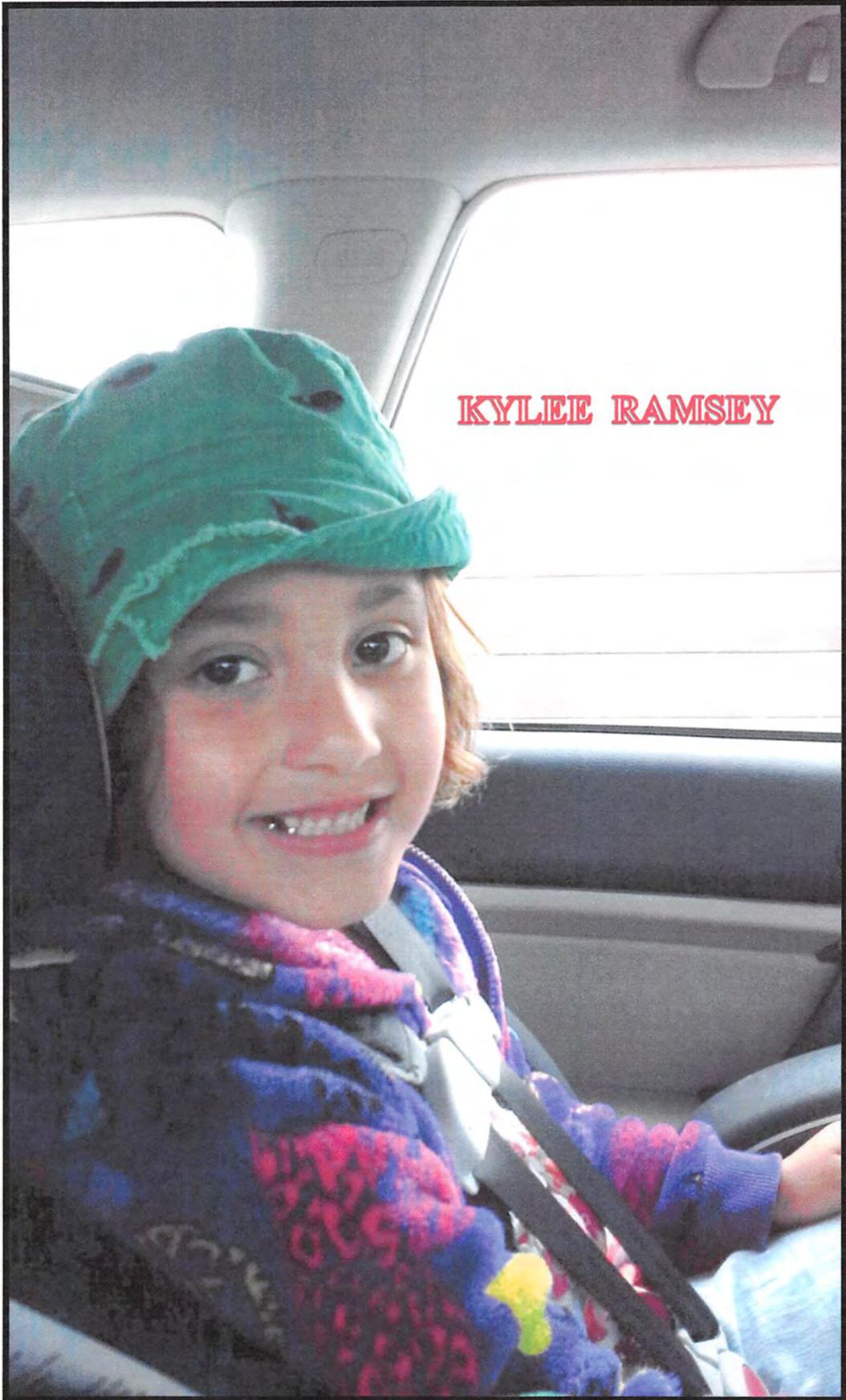
I will be asking, at a later date, for a day to have Kylee Ramsey sworn in as the Selah Police Department’s 2014 Honorary Junior Police Chief and “Chief for a Day” recipient.

Background / Findings & Facts:

Chief for a Day is about celebrating the lives of children who have been diagnosed with a life-threatening or chronic medical condition. The hope is to provide these children with a day of fun they will never forget and to become a part of their precious lives.

Recommended Motion:

N/A



KYLEE RAMSEY



**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



COUNCIL MEETING INFORMATIONAL ITEM

3/11/2014 G – 2A

Title: Yakima Transit Service Ridership Report for the months of January & February 2014

Thru: David Kelly, City Administrator

From: David Kelly, City Administrator

Action Requested: Informational - No action

Board/Commission Recommendation: Not applicable

Fiscal Impact: N/A

Funding Source: N/A

Staff Recommendation:

Informational only

Background / Findings & Facts:

Informational item only. Information provided shows the number of people using the transit service for the months of January & February 2014, broken down by day and week.

Recommended Motion:

N/A

Print date

3/3/2014

		Yakima Transit and Selah ridership status - 2014				Systemwide	
		Selah Ridership	Selah Wkly tot.	% of tot. Ridership	Selah Total	Daily tot. Ridership	Weekly & Monthly totals
Monday	12/30/2013	305		10.3%		2,956	
Tuesday	12/31/2013	287		10.2%	8,397	2,815	96,765
Wednesday	1/1/2014	Holiday		N/A	No Service	N/A	
Thursday	1/2/2014	307		10.4%		2,955	
Friday	1/3/2014	328		10.5%		3,137	
Saturday	1/4/2014	113		7.4%		1,528	
Sunday	1/5/2014	99		16.0%		619	
Total			1,439	10.3%			14,010
Monday	1/6/2014	367		8.0%		4,565	
Tuesday	1/7/2014	338		7.4%		4,576	
Wednesday	1/8/2014	222		5.4%		4,105	
Thursday	1/9/2014	364		8.3%		4,360	
Friday	1/10/2014	355		8.2%		4,334	
Saturday	1/11/2014	135		9.3%		1,456	
Sunday	1/12/2014	97		15.4%		628	
Total			1,878	7.8%			24,024
Monday	1/13/2014	301		6.5%		4,666	
Tuesday	1/14/2014	366		8.0%		4,567	
Wednesday	1/15/2014	396		8.8%		4,484	
Thursday	1/16/2014	343		7.6%		4,496	
Friday	1/17/2014	331		7.4%		4,443	
Saturday	1/18/2014	124		8.2%		1,514	
Sunday	1/19/2014	128		17.6%		727	
Total			1,989	8.0%			24,897
Monday	1/20/2014	Holiday		N/A	No Service	N/A	
Tuesday	1/21/2014	360		7.8%		4,596	
Wednesday	1/22/2014	360		8.0%		4,514	
Thursday	1/23/2014	388		8.8%		4,394	
Friday	1/24/2014	356		8.1%		4,414	
Saturday	1/25/2014	108		7.8%		1,387	
Sunday	1/26/2014	97		17.2%		565	
Total			1,669	8.4%			19,870
Monday	1/27/2014	349		8.1%		4,313	
Tuesday	1/28/2014	361		8.3%		4,369	
Wednesday	1/29/2014	348		8.7%		4,011	
Thursday	1/30/2014	395		9.0%		4,390	
Friday	1/31/2014	362		7.6%	8,198	4,766	98,879
Saturday	2/1/2014	128		7.3%		1,752	
Sunday	2/2/2014	80		17.2%		464	
Total			2,023	8.4%			24,065

Print date

3/6/2014

		Yakima Transit and Selah ridership status - 2014				Systemwide	
		Selah Ridership	Selah Wkly tot.	% of tot. Ridership	Selah Total	Daily tot. Ridership	Weekly & Monthly totals
Monday	1/27/2014	349		8.1%		4,313	
Tuesday	1/28/2014	361		8.3%		4,369	
Wednesday	1/29/2014	348		8.7%		4,011	
Thursday	1/30/2014	395		9.0%		4,390	
Friday	1/31/2014	362		7.6%	8,198	4,766	98,879
Saturday	2/1/2014	128		7.3%		1,752	
Sunday	2/2/2014	80		17.2%		464	
Total			2,023	8.4%			24,065
Monday	2/3/2014	440		9.5%		4,615	
Tuesday	2/4/2014	367		8.0%		4,578	
Wednesday	2/5/2014	322		7.7%		4,199	
Thursday	2/6/2014	330		8.6%		3,819	
Friday	2/7/2014	375		9.2%		4,084	
Saturday	2/8/2014	142		9.0%		1,586	
Sunday	2/9/2014	94		17.0%		552	
Total			2,070	8.8%			23,433
Monday	2/10/2014	414		8.8%		4,680	
Tuesday	2/11/2014	408		8.2%		4,981	
Wednesday	2/12/2014	455		9.3%		4,895	
Thursday	2/13/2014	428		8.8%		4,845	
Friday	2/14/2014	344		9.4%		3,664	
Saturday	2/15/2014	115		7.7%		1,485	
Sunday	2/16/2014	138		14.3%		966	
Total			2,302	9.0%			25,516
Monday	2/17/2014	Holiday		N/A	No Service	N/A	
Tuesday	2/18/2014	386		11.5%		3,370	
Wednesday	2/19/2014	378		8.0%		4,715	
Thursday	2/20/2014	360		8.2%		4,369	
Friday	2/21/2014	383		8.5%		4,514	
Saturday	2/22/2014	151		10.1%		1,498	
Sunday	2/23/2014	95		13.5%		706	
Total			1,753	9.1%			19,172
Monday	2/24/2014	344		8.6%		3,982	
Tuesday	2/25/2014	365		8.0%		4,545	
Wednesday	2/26/2014	402		9.1%		4,419	
Thursday	2/27/2014	399		8.8%		4,521	
Friday	2/28/2014	422		8.7%	8,265	4,828	92,632
Saturday	3/1/2014	163		9.9%		1,651	
Sunday	3/2/2014	91		15.2%		597	
Total			2,186	8.9%			24,543



**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



COUNCIL MEETING ACTION ITEM

3/11/2014 I-1

Title: Approval of Minutes: February 25, 2014 Council Meeting

Thru: David Kelly, City Administrator

From: Monica Lake, Executive Assistant

Action Requested: Approval

Board/Commission Recommendation: Not applicable

Fiscal Impact: N/A

Funding Source: N/A

Staff Recommendation:

Approval of the Minutes from the last Council Meeting.

Background / Findings & Facts:

See Minutes for details.

Recommended Motion:

Motion to approve the Consent Agenda as read. (This item is part of the Consent Agenda)

Study Session Minutes
Selah City Council
February 25, 2014
5:30pm

Mayor Gawlik opened the Study Session. He explained the process for interviewing the Planning Commission applicants, noting that one additional question has been added to the prepared list of questions.

1. 5:30pm – Barb Binder

Ms. Binder approached the podium and answered questions posed by the Council.

2. 5:40pm – Eric Miller

Mr. Miller approached the podium and answered questions posed by the Council.

3. 5:50pm – David Ruck (telephonic)

Mr. Ruck was unable to call in for a telephonic interview.

Council Member Tierney moved, and Council Member Overby seconded, to declare him a now show on the application process. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Smeback – no; Council Member Schmid – yes; Council Member Finch – yes; Council Member Sample – yes; Council Member Williams – yes. Motion passed with six yes votes and one no vote.

4. 6:00pm – Carl Torkelson

Mr. Torkelson approached the podium and answered questions posed by the Council.

Mayor Gawlik thanked the applicants for their time. The Study Session ended at 6:08pm.

City of Selah
Council Minutes
February 25, 2014

Regular Meeting
Selah Council Chambers
115 West Naches Avenue
Selah, WA 98942

A. Call to Order Mayor Gawlik called the meeting to order at 6:30pm.

B. Roll Call

Members Present: Paul Overby; John Tierney; Dave Smeback; Allen Schmid; Brooke Finch; Roy Sample; Jane Williams

Members Excused:

Staff Present: David Kelly, City Administrator; Bob Noe, City Attorney; Dale Novobielski, Clerk/Treasurer; Eric Steen, Deputy Police Chief; Gary Hanna, Fire Chief; Joe Henne, Public Works Director; Dennis Davison, Community Planner; Charlie Brown, Recreation Manager; Monica Lake, Executive Assistant

C. Pledge of Allegiance

Council Member Smeback led the Pledge of Allegiance. Pastor Brad Hill led the opening prayer.

D. Agenda Changes

1. Add to Agenda:

a. Q – 2: 15 Minute Executive Session – Evaluate the Qualifications of a Candidate for Appointment RCW 42.30.110(1)(h)

2. Remove from Agenda:

a. E – 1: Police Chief Hayes – Introduction to “Chief for a Day” program with a video and meet Selah Police Department’s “2014 Chief for a Day” Kylee Ramsey

b. E – 2: Gary Green, Selah Community Days – Slideshow presentation

c. Q – 1: 10 Minute Executive Session – Potential Litigation RCW 42.30.110(1)(i)

E. Public Appearances/Introductions/ Presentations **None**

F. Getting To Know Our Businesses **None**

G. Communications

1. Oral

Mayor Gawlik opened the meeting. Seeing no one rise to speak, he then closed the meeting.

2. Written **None**

H. Proclamations/Announcements **None**

I. Consent Agenda

Executive Assistant Lake read the Consent Agenda.

All items listed with an asterisk (*) were considered as part of the Consent Agenda.

* 1. Approval of Minutes: February 11, 2014 Council Meeting

* 2. Approval of Claims & Payroll:

Payroll Checks Nos. 77172 – 77217 for a total of \$156,332.72
Claim Checks Nos. 63406 – 63465 for a total of \$415,309.12

Council Member Schmid moved, and Council Member Tierney seconded, to approve the Consent Agenda as read. By voice vote, approval of the Consent Agenda was unanimous.

J. Public Hearings

1. Shannon Road Proposed Right-of-way Vacation

Community Planner Davison addressed J – 1. He asked that Council hold a hearing on the proposed right of way vacation, adding that if Council approves the proposal then staff will come back with a final Ordinance vacation and findings of fact. He briefly outlined the proposal to vacate approximately one thousand linear feet of unused and unimproved right of way owned by the City, which was created when the City short platted the property for development in 1996. He noted that the Comprehensive Plan shows a mixture of land use designations in the area, and that the two lots owned by NCW Development are designated as low density residential. He commented that Public Works and the Planning Department recommend vacation of the right of way, and a merger of the vacated land into the two abutting properties to the north and south of the right of way. He outlined the formula used for determining the payment amount of \$5,615.50 that the City would receive from the developer in exchange for the vacated right of way. He stated that Gary Bates from NCW Development was in attendance if Council had any questions for him.

Council Member Sample wondered where the property values came from.

Community Planner Davison responded that they were obtained from the Yakima County Assessor's office.

Council Member Tierney asked where access for the new development would be if the City chose to vacate the Shannon Road right of way.

Mr. Bates replied that the original layout of Shannon Road was very steep and costly to develop, and that they would go north to Goodlander Road; it would be a better road with flatter grades.

Council Member Williams wondered how many City-owned lots were up there.

Community Planner Davison replied that a large property to the west, as well as another one to the east, are both owned by the City.

Council Member Smeback asked how the right of way was created.

Community Planner Davison responded that it came out of the middle of the City-owned property; the entire parcel was owned by the City at that time.

Council Member Smeback inquired why it is important to buy that sliver of ground if it is not used for a road.

Mr. Bates remarked that it was the original access point, adding that when development reaches a certain point it needs a second access which can now be provided through the subdivision to the north.

Council Member Tierney said that, in looking at the map provided, only half of the right of way of Shannon Road is highlighted. He asked why the City is keeping the other half.

Community Planner Davison commented that Public Works Director Henne had indicated a possible need for the remaining right of way to run water and sewer down the hill.

Mr. Bates stated that, if they develop the subdivision, they would be required to develop the road as well per City code.

Council Member Smeback didn't understand why the developer should be required to buy the right of way from the City and thought that the City should maintain the right of way themselves if the developer provides another access point.

Public Works Director Henne said that, when the land was originally short platted by the City, they created four lots with an access road in through the center. He noted that the upper two lots were sold off and are now owned by NCW Development, and that the acquisition of the right of way would allow them to create additional lots for their subdivision. He stated that the idea of vacating the right of way to allow them to create additional lots was his, made during discussions about the project with the developer.

Council Member Schmid commented that they didn't have to buy the right of way; it's a choice that allows them to increase the number of lots in the subdivision.

Mayor Gawlik opened the Public Hearing. Seeing no one rise to speak, he then closed the Public Hearing.

K. New Business

1. Selection of Planning Commissioners

City Administrator Kelly requested that this item be moved to the end of the meeting following the Executive Session.

2. Public Works - Creation of New Positions and Elimination of One Position

Public Works Director Henne apologized that this matter didn't come up during last year's budget discussions. He said that Public Works Administrative Assistant Turner is retiring in May, and when he started updating the job description it became apparent that trying to fill the position with one person is doable, but due to the increasing demands on the position he feels that the position would suffer to try to accomplish all of these goals. He noted that the city has grown 44 percent in population in last 25 years, and that over time, there have been numerous items added to the responsibilities of the position. He expressed a desire to have a more clerical position at the front desk, with a second person to do more technical work such as project files and keeping track of all paperwork with new contracts. He remarked that these projects take a lot of time and need timely responses; he has been doing more technical grunt work than department head work to keep up with the various projects. He asked for Council to approve the elimination of the one position and the creation of two new positions.

City Administrator Kelly felt that it was important to acknowledge that Public Works Director Henne has brought many grants to Council, and each one takes time to administer. He commented that this is a good opportunity for the City to look at having someone else help out at Public Works, adding that he is adamant about running the department well and also about getting everything digitized; if they had fire or water damage all of the records would be gone.

Council Member Smeback asked if plans could then be reviewed locally rather than sending them out for review.

Public Works Director Henne replied that 30 percent are done in house; the remaining percentage requires a stamp. He went on to say that he would like to have the Management Assistant position get permit technician certification to allow for that person to check the plans when they are submitted and do some basic plan checks.

City Administrator Kelly commented that it is important to remain cognizant of how much business the City has Huibregtse, Louman Associates, Inc. do that could be done in house with trained personnel.

Council Member Tierney noted that the fiscal impact for 2014 is just short of \$41,000, and that next year the fiscal impact would be roughly \$50-51,000. He wondered if they had the funds available for this purpose and if using them would have an adverse impact on any other programs.

Public Works Director Henne replied in the negative, saying that the amount is spread out through all the funds. He commented that they will eventually have to talk about either implementing stormwater fees to generate revenue or continuing to take money out of the sewer fund like they currently do. He noted that they will need an additional person in water and sewer in the future.

Council Member Finch moved, and Council Member Schmid seconded, to approve the Creation of Two New Positions and Elimination of One Position in the Public Works Department. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.

L. Old Business

M. Resolutions

1. Resolution Authorizing the Mayor to Sign a Construction Contract between the City of Selah and Scout Lake Construction, Inc. for the 2013 DWSRF Water Systems Improvements DM12-952-093

Public Works Director Henne addressed M – 1. He said that the process for this project started in 2012; the bid opening was done on February 12th, and of the six bids received Scout Lake Construction, Inc. out of Selah had the low bid. He commented that this project is to replace wrapped steel lines in the Speyers Road and Hillview Avenue areas and listed the exact areas to be done. He noted that it will eliminate a large quantity of the wrapped steel lines in Selah.

Council Member Schmid asked who Scout Lake Construction is.

Public Works Director Henne replied that they are relatively new, and do a lot of private work for Zirkle Fruit.

Council Member Schmid inquired as to their location.

Public Works Director Henne responded that he doesn't know, but they have a Selah address.

Clerk/Treasurer Novobielski commented that they are located to the north of the city.

City Administrator Kelly noted a typo on the AIS regarding bid amount; the contract amount is 1,069,645.56, not \$1,183,771.30, which is the engineer's estimate.

Council Member Williams asked if the bid opening was held in 2013 or 2014.

Public Works Director Henne replied that it was done in 2014.

Council Member Tierney expressed delight that a Selah company got a construction bid, adding that it keeps the money in our community.

Council Member Overby moved, and Council Member Finch seconded, to approve the Resolution Authorizing the Mayor to Sign a Construction Contract between the City of Selah and Scout Lake Construction, Inc. for the 2013 DWSRF Water Systems Improvements DM12-952-093 in the amount of \$1,069,645.56. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.

2. Resolution Authorizing the Mayor to Sign a Construction Contract between the City of Selah and AGR Contracting, Inc. for the Bartlett Avenue Intersection Improvements

Public Works Director Henne addressed M – 2. He said that this is for the Bartlett Avenue and Wenas Road radius improvements. He commented that, at the bid opening on February 18, 2014, AGR Contracting was the low bid, and asked Council to award them the contract for \$64,902.56.

Council Member Smeback moved, and Council Member Tierney seconded, to approve the Resolution Authorizing the Mayor to Sign a Construction Contract between the City of Selah and AGR Contracting, Inc. for the Bartlett Avenue Intersection Improvements. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.

3. Resolution Authorizing the Mayor to Sign a Construction Contract between the City of Selah and Paragon Northwest LLC for the Goodlander Road Zone 4 Water Main

Public Works Director Henne addressed M – 3. He said that they opened bids on February 18, 2014, and that Paragon Northwest LLC out of Yakima was the low bid on the project. He stated that the project includes installation of a new waterline from the Valhalla subdivision south to the Goodlander Road water main, replacement of a booster pump where it will connect, and maintenance work on the Goodlander Reservoir. He requested that Council award the contract to Paragon Northwest LLC.

Council Member Schmid moved, and Council Member Overby seconded, to approve the Resolution Authorizing the Mayor to Sign a Construction Contract between the City of Selah and Paragon Northwest LLC for the Goodlander Road Zone 4 Water Main. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.

4. Resolution authorizing the Mayor to sign a Software as Service Agreement with Active Network, Inc. for hardware, software, and services related to registrations for Parks and Recreation programs, rentals and other activities

Recreation Manager Brown addressed M – 4. He said that the Recreation Department would like to switch registration software from their current provider to the new one. He outlined the differences in between the two systems and the benefits to both the customers and City staff. He noted that the fiscal impact is slightly different from that in the AIS, which did not include the hardware; the total amount requested is \$13,203.00.

City Administrator Kelly remarked that Recreation Manager Brown did a good job of explaining the positives, adding that the new company will allow for online submittal of someone has a concussion, rather than having to fill out a paper form per the current system.

Council Member Tierney wondered what the amount per transaction would be.

Recreation Manager Brown replied that it would be 6 percent of the transaction plus \$1.00.

City Administrator Kelly asked what the current transaction fee is.

Recreation Manager Brown responded that it is 4.16 percent at present.

City Administrator Kelly commented that, if they switch to the new service, the City will not be paying a \$1,800.00 annual fee; instead, it will be more of a user fee for those using the system than everyone paying for software they may not use.

Recreation Manager Brown stated that they have been suing the current software for 4 years, and in that time they have paid over \$12,000 for lesser capability.

Council Member Tierney wondered what would be the most expensive fee to be impacted.

Recreation Manager Brown responded that it would be Civic Center rentals but the amount wouldn't have to be paid all at once with the new software.

City Administrator Kelly noted that it will be an additional 1.8 percent beyond the current 4.6 percent charged for card usage.

Council Member Schmid remarked that the funding is coming from the General Fund as a non-budgeted item. He wondered where that leaves the balance in the General Fund.

City Administrator Kelly replied that they are up \$150-170,000 in the General Fund over what they had anticipated last year.

Council Member Williams inquired if it was a secure site.

Recreation Manager Brown responded in the affirmative.

Council Member Williams asked if users will be notified about the fee or if it would be something that the City pays.

Recreation Manager Brown replied that they have the information posted in in their office and would simply update it to reflect the new fee.

City Administrator Kelly said that part of this would be the creation of a website for citizens to access, which will ask them if they are sure they want to proceed with the transaction and the 6 percent fee.

Council Member Williams wondered if this was put out for bid.

Recreation Manager Brown replied in the affirmative, saying that he looked at 3 different companies prior to selecting Active Network.

Council Member Williams asked if City Attorney Noe had reviewed the contract.

Recreation Manager Brown answered in the affirmative.

Council Member Tierney wondered if the webpage would be linked off the City's website.

Recreation Manager Brown replied in the affirmative.

Council Member Smeback moved, and Council Member Tierney seconded, to approve the Resolution authorizing the Mayor to sign a Software as Service Agreement with Active Network, Inc. for hardware, software, and services related to registrations for Parks and Recreation programs, rentals and other activities. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.

5. Resolution of the City Selah Council supporting the design of, determining the location for, identifying financing for, and supporting the construction of a new community aquatics facility

City Administrator Kelly addressed M – 5. He said that he was approached by the Selah Parks Foundation about bringing a Resolution to Council, and turned the meeting over to them.

Tammy Allen, president of the Selah Parks Foundation, introduced herself and the other members of the Selah Parks Foundation in attendance, along with the President of the Selah Dolphins. She commented that they have made attempts for a new aquatic facility prior to this and they want to set it up the right way from the onset.

Kellianne Ergeson, Selah Parks Foundations, addressed the Council. She noted that 78 percent of the Selah Park and Recreation Service Area Board community approved the M&O levy in August 2013, and that they realize that Selah has something special going on at the pool. She said that it is the moments in time, such as those spent at the pool, make life worth living. She said that, while the Dolphins are four time valley league champs and the largest team in the league, the varsity team has to share use of Lions Pool in Yakima for swim practice, at a later time than their parents would like. She felt that it would also be of great benefit to the seniors in the community for use in therapy and maintaining their quality of life.

Ms. Allen asked the Council if they had any questions.

Council Member Overby wondered if the Selah School District Board would also be doing a resolution of support for a new aquatics facility.

Ms. Ergeson responded that Superintendent Backlund has endorsed the mention and inclusion of the Selah School District in this matter, and that, should their planning take them down a path where they need a resolution by the Selah School District the Board will take action at that time.

Council Member Tierney moved, and Council Member Sample seconded, to approve the Resolution of the City Selah Council supporting the design of, determining the location for, identifying financing for, and supporting the construction of a new community aquatics facility. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.

Community Planner Davison asked that Council make a motion to approve the right of way vacation subject to the City receiving the money, the right of way merge, and having the property zoned single family residential.

Council Member Overby moved, and Council Member Schmid seconded, to approve the proposed vacation subject to the proponent paying the City \$5,615.50 for the vacated right-of-way; the vacated right-of-way be merged with the applicants property located adjacent to the East and North; and the vacated right-of-way be zoned Single-Family Residential (R-1) similar to the applicant's adjacent properties . Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.

N. Ordinances None

O. Communications

1. Oral

Mayor Gawlik opened the meeting. Seeing no one rise to speak, he then closed the meeting.

P. Reports/Announcements

1. Mayor

Mayor Gawlik had no report.

2. Council Members

Council Member Finch had no report.

Council Member Overby had no report.

Council Member Sample stated that he attended the Selah Park and Recreation Service Area Board meeting last night, which he found very interesting.

Council Member Tierney said that he is glad to be back in Selah.

Council Member Smeback had no report.

Council Member Schmid had no report.

Council Member Williams asked for an update regarding the parking situation on Bartlett.

Mayor Gawlik responded that they are moving forward regarding the placement of additional no parking signs.

Deputy Police Chief Steen remarked that they have not heard from the individual since that last meeting, adding that his department has stepped up attention with directed patrols in that area.

Council Member Williams asked about the reroute of the Community Days parade.

Mayor Gawlik replied that it will be discussed at a later time, adding that the Community Days President will do a presentation at an upcoming evening Council Meeting.

City Administrator Kelly commented that they held a meeting with City staff and the parties involved, where they discussed everyone's concerns and came to a group consensus.

3. Departmental

Public Works Director Henne said that they are still working on getting the parks ready and doing some general maintenance. He expressed his excitement for Council approval of the three contracts, adding that he is looking forward to moving on with those.

Clerk/Treasurer Novobielski noted that he provided the Finance Committee with the 2013 financial report last week, and that they will meet soon to discuss it.

Community Planner Davison several projects on horizon that new Planning Commissioners will address Hearing Examiner will hear plat tomorrow in this room and forward recommendation to Council tomorrow Mr. Bates submitting application for subdivision of the property at the end of Goodlander another property being developed at 16th and Naches for 20 new homes Planning Commission soon hearing re marijuana regulations recommendation then will come to Council for consideration also consider City's critical area Ordinance required under Growth Management Act come to Council for final approval to rejection

Mayor Gawlik expressed his amazement over how much the City is growing.

Recreation Manager Brown said that they canceled the 3 on 3 tournament scheduled for March 22nd due to a lack of participation, and briefly talked about the community donations for the Independence Day celebration planned for July.

Deputy Police Chief Steen advised Council that they will start to see the media blitz for the Chief for a Day event, adding that Yakima, Selah and Wapato are all participating this year. He noted that Selah's little chief couldn't make it tonight.

Fire Chief Hanna had no report.

City Administrator Kelly had no report.

City Attorney Noe had no report.

Council took a ten minute recess.

4. Boards **None**

Q. Executive Session

2. 10 Minute Session – Evaluate the Qualifications of a Candidate for Appointment RCW 42.30.110(1)(h)

Council went into Executive Session at 7:54pm. At 8:01pm, Council went back on the record.

Mayor Gawlik stated that no action was taken during the Executive Session. He said that Carl Torkelson and Eric Miller will be appointed to the vacant Planning Commissioner positions.

R. Adjournment

Council Member Schmid moved, and Council Member Williams seconded, that the meeting be adjourned. By voice vote, approval was unanimous.

The meeting adjourned at 8:02pm.

John Gawlik, Mayor

Paul Overby, Council Member

John Tierney, Council Member

Dave Smeback, Council Member

Allen Schmid, Council Member

Brooke Finch, Council Member

Roy Sample, Council Member

Jane Williams, Council Member

ATTEST:

Dale E. Novobielski, Clerk/Treasurer



**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



COUNCIL MEETING ACTION ITEM
3/11/2014 I - 2

Title: Claims & Payroll

Thru: David Kelly, City Administrator

From: Dale Novobielski, Clerk/Treasurer

Action Requested: Approval

Board/Commission Recommendation: Not applicable

Fiscal Impact: See Check Registers

Funding Source: Various. See Check Registers.

Staff Recommendation:

Approval of Claims & Payroll as listed on Check Registers.

Background / Findings & Facts:

See Check Registers.

Recommended Motion:

Motion to Approve the Consent Agenda as read. (This item is part of the Consent Agenda)



**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



COUNCIL MEETING ACTION ITEM

3/11/2013 M – 1

Title: Resolution Declaring Fire Department Property as Surplus and Authorizing Its Disposal

Thru: David Kelly, City Administrator

From: Gary Hanna, Fire Chief

Action Requested: Approval

Board/Commission Recommendation: Not applicable

Fiscal Impact: None

Funding Source: N/A

Staff Recommendation:

Approval

Background / Findings & Facts:

With the elimination of a chief officer position created when Chief Davis retired, the need for this command vehicle no longer exists. This vehicle was slated for surplus and replacement this year. We will not be replacing it with another command vehicle. The Extend-O-Bed is a slide out equipment organizer and command board specific to this vehicle.

Recommended Motion:

Move to approve the Resolution Declaring Fire Department Property as Surplus and Authorizing Its Disposal

RESOLUTION NO. _____

RESOLUTION DECLARING FIRE DEPARTMENT PROPERTY AS SURPLUS AND
AUTHORIZING ITS DISPOSAL

WHEREAS, the Selah Fire Department has re-evaluated potential uses for equipment owned by the Fire Department; and,

WHEREAS, the City of Selah Fire Department has determined that it has no further use for and the following equipment serves no further purposes for the City of Selah Fire Department:

1. 2002 Ford Expedition, vehicle identification number 1FMPU16L32LA96794
2. Extend-O-Bed, serial number E5324

WHEREAS, the equipment may, however, have usable years in public or private sector and the City of Selah Fire Department wishes to dispose of the equipment in a commercially reasonable manner;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON that the equipment identified is surplused and its disposal in a commercially reasonable manner is authorized.

PASSED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, this 11th day of March, 2014.

John Gawlik, Mayor

ATTEST:

Dale E. Novobielski, Clerk Treasurer

APPROVED AS TO FORM

Robert Noe, City Attorney

RESOLUTION NO. _____



**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



COUNCIL MEETING ACTION ITEM

3/11/2014 N – 1

Title: Ordinance Vacating a Portion of Shannon Road Public Right-of-way
(File: 919.38.14-01)

Thru: David Kelly, City Administrator

From: Dennis Davison, Community Planner

Action Requested: Approval

Board/Commission Recommendation: Not applicable

Fiscal Impact: Street Fund receives \$ 5,615.50

Funding Source: Private purchase

Staff Recommendation:

Adopt Ordinance vacating portion of Shannon Road ROW with conditions

Background / Findings & Facts:

Council conducted and considered Shannon Road ROW vacation at public hearing on February 25, 2014 and approved the partial vacation.

Recommended Motion:

I move we adopt the proposed vacation ordinance which includes three (3) conditions of vacation approval.



CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY



Record of all prior actions taken by the City Council and/or a City Board, City Committee, Planning Commission, or the Hearing Examiner (where applicable)

Date:

Action Taken:

2/25/2014

Council conducted a Public Hearing on the proposed Shannon Road Right-of-way vacation and approved the partial vacation.

[Click here to enter a date.](#) [Click here to enter text.](#)

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ORDINANCE NO. _____

**AN ORDINANCE VACATING A PORTION OF
SHANNON ROAD PUBLIC RIGHT-OF-WAY**

WHEREAS, NCW DEVELOPERS, LLC PETITIONED THE CITY REQUESTING THE VACATION OF A PORTION OF PUBLIC RIGHT-OF-WAY LYING NORTH OF SPEYERS ROAD CREATED BY THE CITY VIA SHORT PLAT 96-57 IN 1996 AND RECORDED ON APRIL 12, 1996; AND,

WHEREAS, THE CITY PROVIDED NOTICE OF THE PUBLIC HEARING SCHEDULED FOR FEBRUARY 25TH, 2014 IN ACCORDANCE WITH RCW 35.79.020, TO RECEIVE TESTIMONY PERTAINING TO THE PROPOSED VACATION; AND,

WHEREAS, THE CITY COUNCIL HAVING CONSIDERED ALL TESTIMONY PRESENTED DETERMINES SAID RIGHT-OF-WAY TO BE EXCESS RIGHT-OF-WAY AND IT TO BE IN THE BEST INTEREST OF THE GENERAL PUBLIC AND THE CITY OF SELAH TO VACATE A PORTION OF SHANNON ROAD STREET RIGHT-OF-WAY IN ACCORDANCE WITH RCW 35.79;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, DOES ORDAIN AS FOLLOWS:

THE CITY OF SELAH, A MUNICIPAL CORPORATION OF THE STATE OF WASHINGTON, HAVING CONSIDERED A PETITION REQUESTING THE VACATION OF A PORTION OF A PUBLIC STREET RIGHT-OF-WAY AT A PUBLIC HEARING; AND HAVING DETERMINED THAT SAID VACATION IS IN THE PUBLIC INTEREST DOES HEREBY VACATE A PORTION OF THE SHANNON ROAD RIGHT-OF-WAY AND FURTHER ORDERS THAT SAID VACATED RIGHT-OF-WAY BE MERGED WITH CONTIGUOUS PROPERTY LYING EAST AND NORTH OF SAID VACATED RIGHT-OF-WAY AND SAID VACATED RIGHT-OF-WAY BE ZONED ONE-FAMILY RESIDENTIAL (R-1) SIMILAR TO THE CONTIGUOUS PROPERTY INTO WHICH THE VACATED RIGHT-OF-WAY IS TO BE MERGED AND THE PROPONENT PAY THE CITY \$ 5,615.50 WHICH IS THE ESTIMATED VALUE OF THE VACATED ROW.

LEGAL DESCRIPTION OF RIGHT OF WAY TO BE VACATED

THAT PORTION OF RIGHT OF WAY FOR SHANNON ROAD AS SHOWN ON THAT SHORT PLAT RECORDED IN BOOK 96 OF SHORT PLATS, PAGE 57, RECORDS OF YAKIMA COUNTY WASHINGTON, LYING EASTERLY OF THE FOLLOWING DESCRIBED LINE:

COMMENCING AT THE SOUTHEAST CORNER OF LOT 4 OF SAID SHORT PLAT;

THENCE NORTH 89°35'10" WEST ALONG THE SOUTH LINE OF SAID LOT 4 A DISTANCE OF 100.00 FEET TO THE POINT OF BEGINNING OF SAID LINE; THENCE SOUTH 00°24'50" WEST 50.00 FEET TO THE TERMINUS OF SAID LINE.

AND THAT PORTION OF THE EAST HALF OF SAID RIGHT OF WAY FOR SHANNON ROAD LYING NORTHERLY OF THE WESTERLY EXTENSION OF THE SOUTH LOT OF LOT 3 OF SAID SHORT PLAT.

SITUATE IN YAKIMA COUNTY WASHINGTON.

PASSED AND ORDAINED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON THIS 11TH DAY OF MARCH, 2014.

JOHN GAWLIK, MAYOR

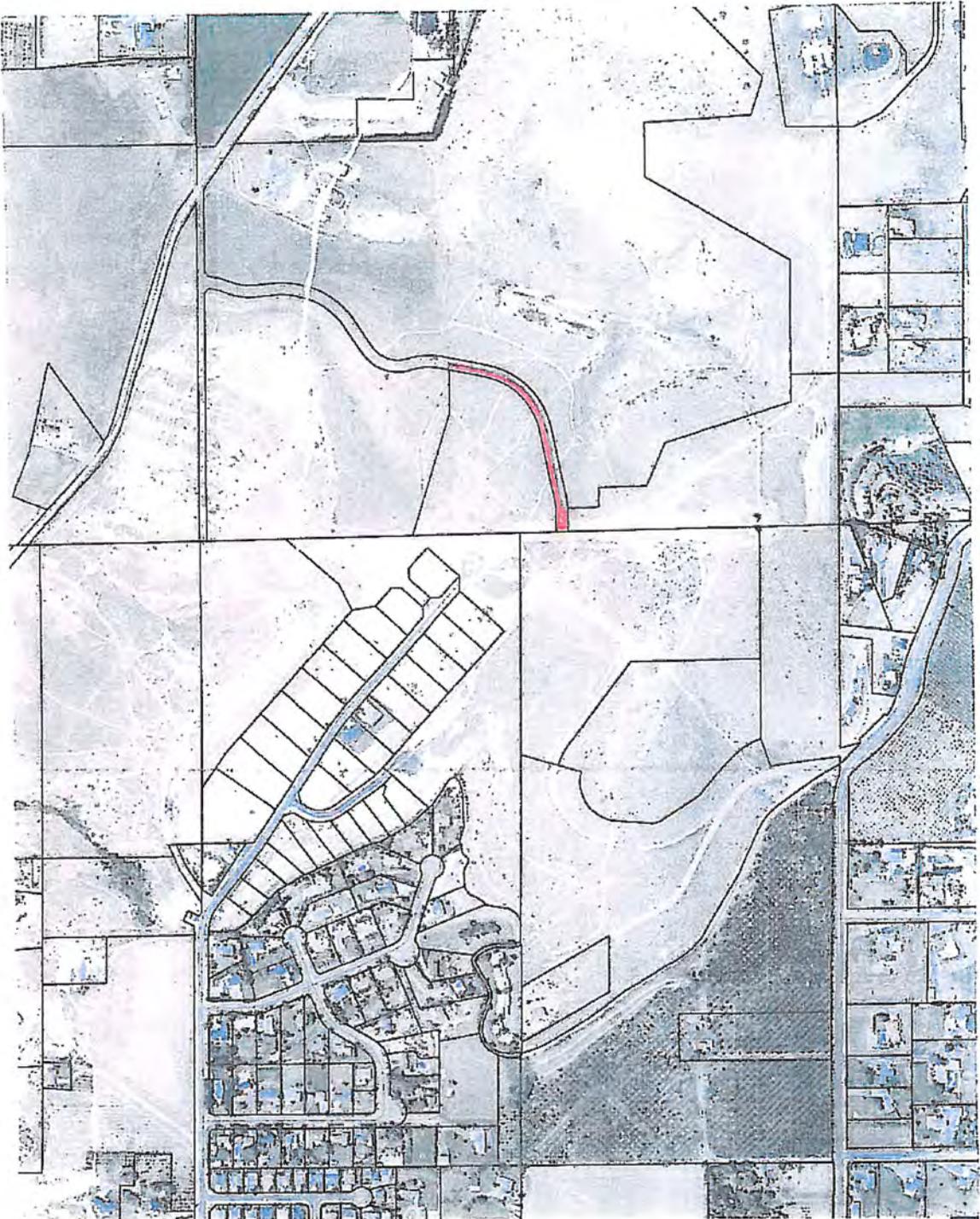
ATTEST:

DALE NOVOBIELSKI, CLERK-TREASURER

APPROVED AS TO FORM:

ROBERT NOE, CITY ATTORNEY

ORDINANCE NO. _____



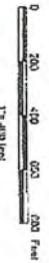
N
Aerial Base

ER 12

ITS THE EAST 1/2
OF THE SHANNON
ROAD ROW
CREATED VIA
SP 96-57

ADJACENT TO
LOT 3 AND THE
ENTIRE ROW
LOCATED BETWEEN
2011 Orillo-Whale missile Lots 3 & 4
taken 077 - 0714

Parcel Lot lines are for visual display
only. Do not use for legal purposes.



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This map was derived from several databases. The
County cannot accept responsibility for any errors.
Individual users will be responsible for the accuracy.

Print Date: Jan 10, 2011

Appreciate
Your Help!
[Signature]



**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



COUNCIL MEETING ACTION ITEM

3/11/2014 N – 2

Title: Ordinance Amending the 2014 Budget For Audio System Improvements to the City Council Chambers

Thru: David Kelly, City Administrator

From: Dale Novobielski, Clerk/Treasurer

Action Requested: Approval

Board/Commission Recommendation: Not applicable

Fiscal Impact: \$ 2,560.

Funding Source: F001 General

Staff Recommendation:

Approve an Ordinance amending the 2014 Budget for audio system improvements to the City Council chambers.

Background / Findings & Facts:

It was determined that the installation of additional microphones was needed in the City Council chambers. The current budget does not provide for this improvement.

Recommended Motion:

I move to approve the Ordinance amending the 2014 Budget for the installation of additional microphones in the City Council chambers.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE 2014 BUDGET FOR AUDIO SYSTEM
IMPROVEMENTS TO THE CITY COUNCIL CHAMBERS

WHEREAS, the City desires to amend the 2014 budget for audio system improvements to the City Council chambers;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, does ordain as follows: that the Clerk-Treasurer be authorized to amend the 2014 Budget as follows:

001 General

001.000.094.594.18.63.00	City Hall Facility Improvements	\$	2,560
001.000.999.508.80.00.00	New Ending Unreserved Fund Balance	\$	468,429

PASSED AND ORDAINED BY THE CITY COUNCIL OF THE CITY OF SELAH,
WASHINGTON this 11th day of March 2014.

John J. Gawlik, Mayor

ATTEST:

Dale E. Novobielski, Clerk-Treasurer

APPROVED AS TO FORM:

Robert Noe, City Attorney

ORDINANCE NO. _____



**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



COUNCIL MEETING ACTION ITEM

3/11/2014 N – 3

Title: Ordinance Amending the 2014 Budget For Changes in the Public Works' Administrative Support Employment Positions

Thru: David Kelly, City Administrator

From: Dale Novobielski, Clerk/Treasurer

Action Requested: Approval

Board/Commission Recommendation: Not applicable

Fiscal Impact: \$ 40,768.

Funding Source: F001 General \$ 1,364, F110 Street \$ 11,680, F119 Transit \$ 2,081, F411 Water \$ 14,520, F415 Sewer \$ 9,481 and F420 Solid Waste \$ 1,642.

Staff Recommendation:

Approve an Ordinance amending the 2014 Budget for changes in the Public Work's administrative support employment positions.

Background / Findings & Facts:

At the February 25, 2014 City Council meeting approval was given for the elimination of the current Public Works Administrative Assistant/Permit Technician position upon the retirement in May of the individual serving in that position. In replacement, Council approved the creation of a position for a Public Works Management Assistant and a Public Works Department Assistant.



CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY



Recommended Motion:

I move to approve the Ordinance amending the 2014 Budget for changes in Public Work's administrative support employment positions.

Record of all prior actions taken by the City Council and/or a City Board, City Committee, Planning Commission, or the Hearing Examiner (where applicable)

Date:

Action Taken:

2/25/2014

Council approved a motion to authorize changes in the Public Work's administrative support employment positions.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE 2014 BUDGET FOR CHANGES IN THE PUBLIC WORK'S ADMINISTRATIVE SUPPORT EMPLOYMENT POSITIONS

WHEREAS, the City desires to amend the 2014 budget for changes in the Public Work's administrative support employment positions;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, does ordain as follows: that the Clerk-Treasurer be authorized to amend the 2014 Budget as follows:

001 General

Code Enforcement

001.000.058.558.51.11.00	Regular Pay	\$	(470)
001.000.058.558.51.21.00	Personnel Benefits		10

Building Permits

001.000.058.558.52.11.00	Regular Pay	\$	2,634
001.000.058.558.52.21.00	Personnel Benefits		1,487

Planning

001.000.058.558.60.11.00	Regular Salaries	\$	(3,387)
001.000.058.558.60.21.00	Personnel Benefits		(552)

Parks

001.000.058.558.52.11.00	Regular Pay	\$	1,037
001.000.058.558.52.21.00	Personnel Benefits		605

001.000.999.508.80.00.00	New Ending Unreserved Fund Balance	\$	467,065
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110 City Street

110.000.042.542.90.11.00	Regular Pay	\$	7,995
110.000.042.542.90.21.00	Personnel Benefits		3,685

110.000.999.508.80.00.00	New Ending Unreserved Fund Balance	\$	131,916
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119 Transit

119.000.047.547.60.11.00	Regular Pay	\$	1,412
119.000.047.547.60.21.00	Personnel Benefits		669

110.000.999.508.80.00.00	New Ending Unreserved Fund Balance	\$	370,565
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<u>411 Water</u>		
411.000.034.534.80.11.00	Regular Pay	\$ 9,641
411.000.034.534.80.21.00	Personnel Benefits	4,879
411.000.999.508.80.00.00	New Ending Unreserved Fund Balance	\$ 212,697
<u>415 Sewer</u>		
415.000.035.535.70.11.00	Regular Pay	\$ 6,067
415.000.035.535.70.21.00	Personnel Benefits	3,414
415.000.999.508.80.00.00	New Ending Unreserved Fund Balance	\$ 299,433
<u>420 Solid Waste</u>		
420.000.037.537.80.11.00	Regular Pay	\$ 1,037
420.000.037.537.80.21.00	Personnel Benefits	605
420.000.999.508.80.00.00	New Ending Unreserved Fund Balance	\$ 452,455

PASSED AND ORDAINED BY THE CITY COUNCIL OF THE CITY OF SELAH,
WASHINGTON this 11th day of March 2014.

John J. Gawlik, Mayor

ATTEST:

Dale E. Novobielski, Clerk-Treasurer

APPROVED AS TO FORM:

Robert Noe, City Attorney

ORDINANCE NO. _____



**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



COUNCIL MEETING INFORMATIONAL ITEM

3/11/2014 P – 4A

Title: Parks Board Minutes – January 13, 2014

Thru: David Kelly, City Administrator

From: Monica Lake, Executive Assistant

Action Requested: Informational - No action

Board/Commission Recommendation: Not applicable

Fiscal Impact: N/A

Funding Source: N/A

Staff Recommendation:

Informational only

Background / Findings & Facts:

N/A

Recommended Motion:

N/A

City of Selah
Parks & Recreation Board Minutes
January 13, 2014

Regular Meeting
Selah Council Chambers
115 West Naches Avenue
Selah, WA 98942

A. CALL TO ORDER

Chairman Baranowski called the meeting to order at 4:00pm.

B. ROLL CALL

Members Present: Board Members Baranowski, Callahan, Neumeyer, Creach, Stokes, Pendleton

Members Absent: Board Members Smith, Schmid

Staff Present: Ty Jones, Parks, Public Works Utility Supervisor; Monica Lake, Executive Assistant

Guests:

C. REVIEW OF MINUTES FROM THE December 17, 2013 MEETING

Board Member Stokes moved, and Board Member Creach seconded, approval of the December 17, 2013 minutes as written. By voice vote, support was unanimous.

D. COMMUNICATIONS:

1. New Shelter at Wixson Park

Public Works Utility Supervisor Jones referred the Board Members to the information provided in their packets regarding the new shelter to be erected where the old wading pool currently exists. He talked about the need to either redo a portion of the sidewalk or pour a ramp to the existing one to comply with ADA regulations, and that they are currently waiting on engineering drawings so they can begin construction. He said that the project will be done prior to Community Days, and that it will be a rentable shelter.

A brief discussion followed.

E. GENERAL BUSINESS

1. Parks Comprehensive Plan

Public Works Utility Supervisor Jones stated that both Chairman Baranowski and Board Member Pendleton have reviewed the Parks Comprehensive Plan (Plan) and that this is the final draft with

their suggestions included. He noted that, if approved today, that the Plan will go before the Planning Commission on January 21st and the City Council on January 28th.

Chairman Baranowski asked the Board Members if they had any additional changes or suggestions to the Plan. No one had any changes or suggestions to present.

Public Works Utility Supervisor Jones said that he would like to have attainable goals in the Plan. He noted that Recreation Manager Brown will be aggressive in pursuing grants and other funding sources for projects.

Discussion followed on the need to coordinate with the Selah Parks & Recreation Service Area Board regarding the pool and running a levy for a new facility and the necessity of finding someone with grant writing experience to help with securing potential funding.

Board Member Stokes moved, and Board Member Neumeyer seconded, to approve the Parks Comprehensive Plan as presented and recommend approval of the Plan to the Planning Commission and the City Council. By voice vote, approval was unanimous.

F. OLD BUSINESS

G. NEW BUSINESS

1. Election of Chairman and Vice Chairman for 2014

Chairman Baranowski opened the floor for nominations.

Board Member Neumeyer nominated John Baranowski for Chairman and Bill Callahan for Vice Chairman. Board Member Stokes seconded the nomination.

Hearing no more nominations, Chairman Baranowski closed the nominations.

By voice vote, John Baranowski was selected as Chairman, and Bill Callahan was selected as Vice Chairman, for calendar year 2014.

2. Next Meeting Date

Chairman Baranowski suggested moving the next regular meeting to March 3rd, unless something comes up that necessitates a meeting in February. A poll of the Board Members was unanimous.

H. PARK BOARD MEMBER REPORTS

Board Member Pendleton had no report.

Board Member Stokes had no report.

Board Member Neumeyer commented that he may be taking a job closer to home in the near future, which would allow him to attend meetings in a timelier manner.

Board Member Creach had no report.

Chairman Baranowski had no report.

Board Member Callahan had no report.

Public Works Utility Supervisor Jones inquired about progress on Centennial Park.

Board Member Pendleton responded that they haven't met recently, but will do so in the near future to assess where they are and what direction they will be going in to further progress on the park.

ADJOURNMENT:

Chairman Baranowski moved, and Board Member Neumeyer seconded, that the meeting be adjourned. By voice vote, the motion passed unanimously.

The meeting was adjourned at 4:19 pm.