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**OMAK CITY COUNCIL  
REGULAR MEETING MINUTES  
April 16, 2018**

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**CALL TO ORDER:**

Mayor Gagné called the regular meeting of the Omak City Council to order at 7:00 PM and everyone joined in the flag salute.

**COUNCIL AND ADMINISTRATIVE PERSONNEL:**

Michael Foth	Patrick Dalton, Building Official
Nattalie Cariker	Kevin Bowling, Fire Chief
Barry Freel	Jeff Koplín, Police Chief
Steve Clark	Ken Mears, Public Works Director
Walt Womack	Connie Thomas, City Clerk
Michelle Gaines	Todd McDaniel, City Administrator
Dave Womack	

**CONSENT AGENDA:**

Member Steve Clark moved, seconded by Member Cariker, to approve the consent agenda consisting of minutes from the April 2, 2018; 2018 claims checks numbered 19045-19121 in the amount of \$796,371.81; March manual checks numbered 18973 and 20465-20463 in the amount of \$29,121.37. As there was no discussion and no comments from the audience, Council voted and unanimously approved the motion.

**NEW BUSINESS:**

**Leon & Lynn Hoover – Request to Tent in Horseshoe Park**

Leon and Lynn Hoover told Council that they represent Bouncin' for Boobies. This is a non-profit organization to support residents of Okanogan County battling cancer. Mr. Hoover has submitted a park use request to reserve Horseshoe Park July 14-15 for their "Amazing Race" event. Mr. Hoover said the event would include live music, barbeque and a beer garden on Saturday evening. The group would like Council approval to camp in Horseshoe Park during the event. Public Works Director Mears did not have a problem with tents or trailers on the grass. Member Cariker moved, seconded by Member Clark, to approve camping in Horseshoe Park on July 14<sup>th</sup> and 15<sup>th</sup>. As there was no further discussion and no comments from the audience, Council voted and unanimously approved the motion.

**Resolution 28-2018 – Amend 2018 Fee Schedule**

Member Clark moved, seconded by Member Gaines, to approve Resolution 28-2018. City Administrator McDaniel explained to Council that when entering new rates into the utility system, staff found discrepancies. The commercial sewer rates on the approved fee schedule reflected \$7.81, a 17% increase which was not the intent. Staff prepared a corrected fee schedule to present to Council for approval. Member Dave Womack asked about the effective date. Administrator McDaniel said the utility rates are effective March 15, 2018 for the April billing. As there were no further questions and no comments from the audience, Council voted and unanimously approved the motion.

**Resolution 29-2018 – Authorize City Representatives to Initiate Grant Application with RCO**

Member Gaines moved, seconded by Member Foth, to approve Resolution 29-2018. City Administrator McDaniel explained to Council that this initiates an Application Resolution/Authorization with the Recreation and Conservation Office. The Resolution authorizes a representative to act on behalf of the City if the application is successful. It also legally binds the City of Omak to the Omak Eastside Park Redevelopment-Phase 1 which is the relocation of the Skatepark. The project is eligible for a \$350,000 grant with a ten percent match. The application is due May 2, 2018. As there were no questions and no comments from the audience, Council voted and unanimously approved the motion.

**OTHER BUSINESS:**

**Committee/Staff Reports:**

Member Walt Womack told Council that the Infrastructure Committee met and discussed property owned by Alan Gann. He asked Public Works Director Mears to report on the discussion. Mr. Mears explained to Council that Alan Gann owns property near Paintbrush Lane. He is proposing to split his parcel into four lots. City staff and City Engineers are reviewing the requirements in the Omak Comprehensive Plan to ensure the

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infrastructure is constructed accordingly. The Omak Comprehensive Plan shows sidewalks on both sides of Koala Street. Both Member Freel and Member Cariker were adamant that the sidewalks need to be constructed according to the Comprehensive Plan. Administrator McDaniel explained that some infrastructure costs may be cost prohibitive.

Member Dave Womack told Council that the Personnel/Audit Committee met and discussed write-offs of utility accounts that are more than 10 years old. Staff will bring a Resolution to the May 7, 2018 Council meeting. He told Council that the Public Works Department has begun working Four Tens. The Clerk's Department are discussing the option of Four Tens beginning in May and ending at the end of September. Any changes in the employee hours will not affect the current business hours of City Hall. City Hall will remain open Monday through Friday from 8am to 5pm.

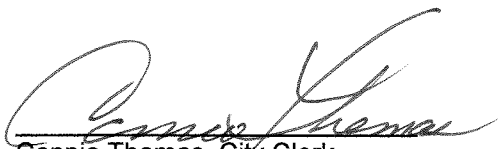
Building Official Dalton told Council if they had any questions about ongoing projects to ask. He told Council that it was going to be a busy summer. He will provide a department report May 7<sup>th</sup>. It will include information on permits issued to date.


Police Chief Koplín told Council that he is finalizing the applicants for the Citizen's Police Academy. He had a lot of interest and will be notifying the applicants. He will also be attending a Law Enforcement event on Friday evening at the Okanogan County PUD building. He said that two of his Officer's will be receiving an award.

Public Works Director Mears explained to Council that a Change Order was received this evening from J-U-B Engineers for the Airport Runway Project. They are requesting to change from the emulsion type seal coat to the sealcoat material. The Omak runway is exhibiting brown rust color from the existing asphalt which is discoloring the white runway paint. They suggest using the petroleum based material to see if it locks in the rust from coming up to discolor the white markings. Mr. Mears explained to Council that an approval was needed prior to the next Council meeting to keep the project on schedule. J-U-B Engineers highly recommend the change in material. Mr. Mears explained the additional cost will be \$5,000 but received a negative Change Order for paint making the financial impact \$500. The project is still under the contracted amount. Member Foth moved, seconded by Member Freel to authorize the execution of Change Order No. 2 to the contract with Scarsella Bros., Inc. for asphalt surface treatment in the amount of \$5,000. As there were no questions and no comments from the audience, Council voted and unanimously approved the motion. Mr. Mears will prepare a formal Resolution for the May 7, 2018 Council Meeting.

City Administrator McDaniel said that ten percent match for the Recreation and Conservation Office Grant was a good opportunity. He told Council that Contract Planner, Kurt Danison recommends seeking architecture and engineer services for the skatepark design. He said it would show good faith and promote the project. The architecture and engineering would be approximately \$25,000 which could be used as match if the grant was awarded. Administrator McDaniel read the motion made by the Omak Park Board at the April 10, 2018 meeting (minutes attached). He reminded Council that the application was due on May 2, 2018 and would need Council approval to ensure the information is included in the RCO application. Member Dave Womack told Council that the Personnel/Audit Committee met and agreed that \$25,000 would give the City a viable design that will be on the shelf when the money was available. Member Foth moved, seconded by Member Cariker to pledge \$25,000 for architecture and engineering services for the design and engineering of the skatepark. As there were no questions and no comments from the audience, Council voted and unanimously approved the motion. City Administrator McDaniel will be bringing an appropriating ordinance to Council.

As there was no further business before Council, Mayor Gagné adjourned the meeting at 7:24 PM.

  
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Connie Thomas, City Clerk

  
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Cindy Gagné, Mayor

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**April 16, 2018**

Omak Park Board Meeting Minutes (Draft)

Date: 4-10-2018

Board Members present:

Sarah Grooms  
Bob Clark  
Todd Thorn

Absent:

Sarah Spence  
Joe LaGrou

City staff present:

Ken Mears, Public Works  
Todd McDaniel, Administrator

Meeting began @ 7:03

Motion: Approval of minutes from March 12, 2018 meeting

By: Todd Thorn

Second: Bob Clark

Motion carried unanimously

Review of RCO proposal: Sarah will review ownership documents for Eastside Park. Overall proposal written by Kurt Danison looks good. Todd T may follow up with suggestions for minor edits. Ken stated lighting for new skatepark would be primarily for security. Reclamation where existing skate park is removed would be grading and weed control until redevelopment occurs in the future.

Ken mentioned a quadplex at Eastside Park is desired by adult softball teams. Letters of support from CCT Parks and Senior Softball Club could be requested to support grant proposal.

Also discussed was an idea that the City could contract design/planning for a new skatepark separate from the RCO grant. The money spent doing this would be lost as grant match but would likely result in higher scoring of grant proposals by RCO in the future. It was uncertain whether such a contract would improve scoring of the grant currently being prepared. Sarah stated her concerns with the City footing the cost of skatepark design/planning without grant funding. Eventually a majority of the Board present felt this strategy should be considered by the Council, perhaps as a fallback should the current grant proposal not be funded. This would help the City make progress toward redevelopment objectives for the Eastside Park which hinge on relocating the skatepark.

Motion: Park Board recommends hiring of a consultant to design/plan new skatepark independent of the RCO application in order to move forward with redevelopment of Eastside Park and quadplex.

By: Todd Thorn

Second: Bob Clark

Motion carried: TT, BC for, SG against

Civic League Park Improvements: A picnic table and doggie pickup station (for dog waste disposal) has been ordered by the City. The Civic League is paying for the table and doggie pickup station. They will be installed in Civic League Park.

Levee trail: Todd McDaniel is working with the city attorney to format and finalize easement addendums for levee landowners.

Update of Omak Parks Comprehensive Plan: Todd T mentions need to begin update of Parks Comp Plan, a process including a public survey, maybe open house, parks tour, Kurt's input on outdated planning info in the current plan that needs updating, review of priorities, goals, objectives. Ken mentions replacement of the Eastside Park swimming pool, a big ticket item. The plan should consider new ideas for each park and identify new partners.

Action item: Sarah asked Park Board members to review a survey used by the Town of Winthrop for their parks survey in the next couple weeks with intent to develop a survey for Omak to go out with city's May or June utility billing. Todd will request a copy of the survey from Winthrop.

Meeting ends @ 8:37

Notes by: Todd Thorn, Board Secretary