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**OMAK CITY COUNCIL  
REGULAR MEETING MINUTES  
March 19, 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-absent
Dave Womack	Kurt Danison, Contract Planner

**CONSENT AGENDA:**

Member Foth moved, seconded by Member Clark, to approve the consent agenda consisting of minutes from the February 20, 2018; 2018 claims check's numbered 18891-18940, in the amount of \$179,441.39; February manual checks numbered 20452-20459, 2262018, 2262018, 2012018 and, 2132018 in the amount of \$4,187.56. As there was no discussion and no comments from the audience, Council voted and unanimously approved the motion.

**NEW BUSINESS:**

**Resolution 21-2018 – Approve Agreement with Vantiv Integrative Payments Card Processing Services**

Member Cariker moved, seconded by Member Clark, to approve Resolution 21-2018. Public Works Director Mears explained to Council that the agreement was slated for the February 20, 2018 meeting. The City Administrator and City Clerk wanted to gather more information, so it was set for the March 19, 2018 agenda. The agreement has been reviewed by City Attorney Howe and he found it to contain standard language. This is an annual agreement that will allow credit cards payments for the online RV Park reservation system. As there were no questions and no comments from the audience, Council voted and unanimously approved the motion.

**Resolution 22-2018 – Approve Agreement with Campground Automation Systems**

Member Foth moved, seconded by Member Gaines, to approve Resolution 22-2018. Public Works Director Mears explained to Council that Resolution 22-2018 was an agreement for an RV Park Reservation System. The City will pay a one-time set up fee and then a monthly payment for support services. The reservation system will eliminate the cash handling in the field which has been a concern. The system will also provide reports needed for Hotel/Motel. Member Dave Womack asked about the termination of the contract. Mr. Mears stated there was a ninety-day termination clause. Member Gaines wanted to ensure the increase in the RV Park reservation fees will cover the costs associated with the online system and the credit card services. Public Works Director Mears stated that the \$5 increase would cover the City costs to Vantiv and the Campground Automation System. As there were no further questions and no comments from the audience, Council voted and unanimously approved the motion.

**Set a Closed Records Hearing to create OMC Chapter 14.38, Wireless Communications Facility Regulations**

Contract Planner Kurt Danison told Council that the Omak Planning Commission held a public hearing on March 7, 2018. They recommend Council adopt a new chapter 14.38 to the Omak Municipal Code. This chapter is related specifically to wireless communication facilities. The adoption of these regulations will bring the City into compliance with Federal Laws. He recommends Council set this ordinance as an agenda item for the April 2, 2018 meeting. Member Foth moved, seconded by Member Gaines, to set the Closed Record Hearing as an agenda item for April 2, 2018. As there were no questions and no comments from the audience, Council voted and unanimously approved the motion.

**Discuss the Submission of an RCO Grant Application-Recommendation from the Park Board**

Contract Planner Kurt Danison told Council that there is an awesome group of people on the Omak Park Board and they are very interested. He explained to Council that the Omak Park Board is interested in

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applying for a grant from the Recreation and Conservation Office. Ben Donatelle, our region's project manager from the Recreation Conservation Office (RCO) met with staff and two Park Board members in February. During that meeting, it was determined that the City is eligible for the current RCO grant cycle. Mr. Danison explained to Council that the RCO grant application is due on May 1, 2018. The City of Omak has a current Comprehensive Park and Recreation Plan that was adopted in 2012. It's required to be updated every six years and will need to be updated after 2018. The Park Board held a special meeting on Monday, March 12, 2018. Mr. Danison, Member Gaines, City Administrator McDaniel and Public Works Director Mears were in attendance. The Park Board recommends the City submit a grant application for Eastside Park improvements which have been identified in the Comprehensive Park and Recreation Plan and the Eastside Park Master Plan. The projects include realignment and construction of additional ball fields, moving and rebuilding the skate park to a higher standard, relocating portions of the walking trail, and constructing parking included ADA parking. The Park Board was not comfortable selecting a single project due to the unknowns of project costs and what Council would allow as a match. Mr. Danison explained that the grant applications are very detailed and time is limited for staff to complete a scope and submit a competitive application. Member Foth stated that he would like to postpone the grant application and update the Comprehensive Park and Recreation Plan. Member Dave Womack suggested looking at the Eastside Park as a blank slate to determine what the park needs should be. He also questioned if the City had match money for a project. City Clerk Thomas told Council that in the absence of City Administrator McDaniel, she is relaying his recommendation. His recommendation is to not fund a project at this moment. However, if Council agreed to apply for the RCO grant to fund a project, he recommends the match be no more than \$20,000. Mayor Gagné expressed that she was disheartened. The adopted park plan does identify park priorities, projects and the community desires. Mr. Danison expressed his concern about the City pool and how many years can it continue to operate until it needs to be replaced. Member Gaines said the Park Board is a great group. She felt it was a shame that the application deadline was on May 1, 2018 with a 20% match. Member Clark made a motion to table the decision until the next meeting. Hearing no second, the motion failed. Public Works Director said that one of the first priorities was the rehabilitation and relocation of the skate park. To be competitive, the City needs to have a design. There was discussion about the skate park being above or below ground, the size and materials that will be used. Mr. Mears told Council that he looked at couple of Cities that recently constructed skate parks. He wanted to get an idea of costs. Council would like more information on the costs associated with the project. Mr. Danison then asked for direction from Council. Member Clark moved, seconded by Member Freel to work on the funding portion of the Recreational Conservation Office grant. As there was no further discussion and no comments from the audience, Council voted and unanimously approved the motion.

**OTHER BUSINESS:**

**Committee/Staff Reports:**

Member Freel told Council that the Okanogan Council of Governments (OCOG) met last Monday. During the meeting, the board successfully passed an agreement to become a Regional Transportation Planning Organization (RTPO). Mr. Danison added that in addition to the Regional Transportation Plan, a Six Year Plan will be done for the Region. He said there is an estimated \$3,000,000 for transportation improvement projects through the year 2021. He believes this could be a funding source for the levy trail.

Building Official Dalton responded to a concern raised by Member Walt Womack regarding Recreational Vehicle Parking. Staff has found conflicting language in different sections of the Omak Municipal Code. Council will need to determine the direction they want to go regarding recreational vehicle parking. Police Chief Koplín suggests the code also needs to be simplified when cleaning up references to the RV parking.

Public Works Director Mears told Council that he was contacted by a contractor that is working on the Mill demolition. He asked if he could have an extended stay in our RV Park. He intends on staying for three months starting May 1<sup>st</sup> and is willing to pay in advance for the stay. Mr. Mears felt he needed to apprise Council of the extended stay. Member Womack suggests the contractor occupy one of the less sought after spots. This will leave the prime spaces open for travelers. Mr. Mears also mentioned that he has received applications for camp host. He advertised the position would receive a space at no cost, hookups and limited WiFi with no monetary compensation. There was a couple in Arizona that sent a resume with photos of their unit. If Council has no objections, he would like to pursue the camp host position. Council did not voice any objections or concerns. He also shared with Council that he held a two-hour meeting with his crew. They reviewed the budget and set goals for 2018.

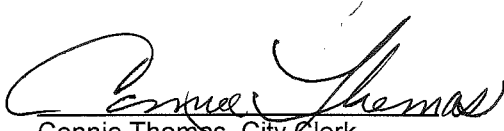
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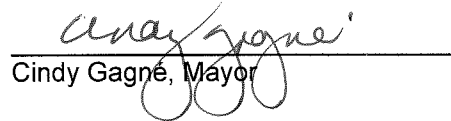
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Contract Planner Kurt Danison shared with Council information about the Opportunity Zones Program. He said this is part of the tax cuts that congress passed in 2017. This program provides tax incentives to private developers to help create jobs. He said that Washington State can designate up to 25 percent of their total census tracts. Only 7 of the 9 census tracts in Okanogan County are eligible to apply. Omak proper and Winthrop north are not eligible. Economic Alliance will be support the Brewster Pateros tract. It's known that Gebbers Farms will be spending money over the next couple of years to construct a new warehouse. And this will create jobs in those communities.

As there was no further business before Council, Mayor Gagné adjourned the meeting at 8:18 PM.

  
Connie Thomas, City Clerk

  
Cindy Gagné, Mayor