

Pastor Wayne Schneider, Kelso First United Methodist Church, gave the invocation. Mayor David Futcher led the flag salute. The Regular Meeting of the Kelso City Council was called to order by Mayor David Futcher. Councilmembers in attendance were: Futcher, Lefebvre, Archer, Myers, McDaniel, Schimmel, and Roberson.

**Minutes:** Upon motion by Councilmember Schimmel, seconded by Councilmember Lefebvre, 'Approve the Minutes of the 12/04/12 Regular Meeting,' motion carried, all voting yes.

**CONSENT AGENDA:**

1. **Agreement – Debra Burchett, Indigent Defense Attorney**
2. **Rental Agreement – T & N, LLC, 206 W. Main Street**
3. **Amendment – Big Idea Agreement**
4. **Lease Agreement – Airport Hangar No. 16, Sam Clark**
5. **Lease Agreement – Airport Hangar No. 28, Billy Smith**
6. **Grant Acceptance – State Transportation Improvement Board, \$20,500**
7. **Grant Acceptance – State Transportation Improvement Board, \$520,212**
8. **Liquor License Assumption – Tim’s Bar & Grill, Teresa R. Bonner, 213 Allen Street**
9. **Appointment – Planning Commission Position No. 1, Clark Hislop, Term to End 11/01/2016**
10. **Re-Appointments:**
  - a) **Kelso Housing Authority**
    - **Sherrie Tinoco, Term to End 1/01/2018**
  - b) **Lodging Tax Committee, Terms to End 12/31/2013**
    - **Bill Marcum**
    - **Cindy Keeney**
    - **Paul Thornton**
    - **Syed Pasha**
  - c) **Park Board**
    - **Bob Smith, Term to End 12/31/2014**
    - **Jerry Phillips, Term to End 12/31/2013**
  - d) **Highlander Festival**
    - **Ken Maney, Term to End 12/31/2016**
    - **Mike Fowler, Term to End 12/31/2016**
  - e) **Library Board**
    - **Jack Koelker, Term to End 12/31/2017**
  - f) **Civil Service Commission**
    - **Larry Anderson, Term to End 12/31/2018**
11. **Auditing of Accounts: \$1,747,664.20**

Mayor Futchter asked if any items should be removed for separate consideration. Councilmember Archer requested to remove **Item No.'s 4 and 5 (Hangar Lease Agreements)**. Councilmember Myers requested to remove **Item No. 3 (Big Idea Agreement Amendment)** from the Consent Agenda to be discussed separately.

Upon motion by Councilmember McDaniel, seconded by Councilmember Roberson, 'Approve the Consent Agenda and the Auditing of Accounts in the amount of \$ 1,747,664.20,' motion carried, all voting yes.

### **COUNCIL BUSINESS:**

**Real Estate Services Request for Proposal: a) Pacific Northwest Realty Group, b) Windemere Realty:** City Manager Steve Taylor gave a summary of the two proposals that were received for the real estate services of the City's properties. It was the recommendation of the City Manager to accept the proposal from the Pacific Northwest Realty Group. Upon motion by Councilmember Schimmel, seconded by Councilmember McDaniel, 'Authorize the proposal from the Pacific Northwest Realty Group.' Councilmembers Schimmel, McDaniel, Lefebvre, Roberson, Myers, and Futchter voted yes; Councilmember Archer voted no. Motion passed 6 to 1.

**2013 State Legislative Agenda Discussion:** City Manager Steve Taylor presented a draft of the City of Kelso 2013 Legislative Agenda. Mr. Taylor asked for the Council's support of the Association of Washington Cities' 2013 Legislative Priorities. Included in Mr. Taylor's presentation was the City of Longview's 2013-14 State Legislative Agenda for the Council's review. Mayor Futchter asked Council to consider any items that they would like to have added or removed from the Agenda. Mr. Taylor commented that the Agenda will be developed over time to fully address Kelso's legislative needs in the future. He commented that the Council's direction regarding the City of Kelso 2013 State Legislative Agenda will be requested at the next regular meeting on Wednesday, January 2, 2013.

### **Continuation of the Consent Agenda (Items that were previously removed):**

**Item No. 4 & 5 (Authorization of Lease Agreement for Airport Hangar No. 16 and Airport Hangar No. 28):** Upon motion by Councilmember McDaniel, seconded by Councilmember Roberson, 'Approve the Hangar Lease Agreements.' Councilmember Archer commented that the lease rent was too low. He asked if the new Airport Board will be taking charge of the lease agreements. Mayor Futchter commented that, as of January 1, 2013, the Airport Board will be handling the hangar lease agreements. Public Works Director David Sypher commented that these hangars are of low quality and are destined to be demolished within the next 3 years. Councilmembers Schimmel, McDaniel, Lefebvre, Roberson, Myers, and Futchter voted yes; Councilmember Archer voted no. Motion passed 6 to 1.

**Item No. 3 (Amendment to the Big Idea Agreement):** Upon motion by Councilmember Roberson, seconded by Councilmember Lefebvre, 'Approve the amendment to the Big Idea Agreement.' Councilmember Myers commented that the original agreement was that each entity would receive their portion of the pooled funds only once during the term of the agreement. This would be done on a rotation basis. He spoke against the amendment that gives the entities the flexibility to receive annual payments instead of waiting for their designated year. Mr. Taylor commented that the annual payment provision only pertains to the City of Woodland. This provision was made earlier. The provision for the 10% advance of an entity's allocation will only be available during the year prior to that entity's designated year. Motion carried, all voting yes.

**MOTION ITEMS:**

**Ordinance No. (1<sup>st</sup> Reading) Sprint Franchise Agreement:** The Deputy Clerk read the proposed ordinance by title only. Upon motion by Councilmember Lefebvre, seconded by Councilmember Schimmel, 'Pass on 1<sup>st</sup> reading, 'AN ORDINANCE OF THE CITY OF KELSO EXTENDING THE TERM AND AMENDING AND RESTATING THE GRANT OF FRANCHISE TO SPRINT COMMUNICATIONS COMPANY L.P., A DELAWARE LIMITED PARTNERSHIP, ITS SUCCESSORS AND ASSIGNS FOR CONSTRUCTING, OPERATING, AND MAINTAINING FIBER OPTIC TELECOMMUNICATIONS SERVICE,' motion carried, all voting yes.

**Ordinance No. (1<sup>st</sup> Reading) LS Networks Franchise Agreement:** Upon the request of City Attorney Janean Parker, this item was removed to be brought back to Council at a later date.

**Ordinance No. 12-3784 – 2013/2014 Budget Approval:** The Deputy Clerk read the proposed ordinance by title only. Upon motion by Councilmember Roberson, seconded by Councilmember Lefebvre, 'Adopt Ordinance No. 12-3784, 'AN ORDINANCE RELATING TO MUNICIPAL FINANCE AND ADOPTING A BUDGET FOR THE CITY OF KELSO FOR THE 2013/14 FISCAL YEARS,' motion carried, all voting yes.

**Ordinance No. 12-3785 – 2012 Budget Revision #3:** The Deputy Clerk read the proposed ordinance by title only. Upon motion by Councilmember Roberson, seconded by Councilmember Myers, 'Adopt Ordinance No. 12-3785, 'AN ORDINANCE OF THE CITY OF KELSO AMENDING THE 2012 BUDGET TO REFLECT REVENUES AND APPROPRIATE FUNDS TO COVER EXPENDITURES OVER AND ABOVE THOSE ANTICIPATED AT THE TIME SAID BUDGET WAS ADOPTED,' motion carried, all voting yes.

**Ordinance No. 12-3786 – Interfund Loan:** The Deputy Clerk read the proposed ordinance by title only. Upon motion by Councilmember Myers, seconded by

Councilmember Schimmel, 'Adopt Ordinance No. 12-3786, 'AN ORDINANCE OF THE CITY OF KELSO AUTHORIZING THE TRANSFER OF FUNDS FROM THE WATER/SEWER FUND TO THE AIRPORT FUND AND PROVIDING FOR THE REPAYMENT OF SUCH LOAN,' motion carried, all voting yes.

**Ordinance No. 12-3787 – Business & Occupations Tax Provisions:** The Deputy Clerk read the proposed ordinance by title only. Upon motion by Councilmember McDaniel, seconded by Councilmember Myers, 'Adopt Ordinance No. 12-3787, 'AN ORDINANCE OF THE CITY OF KELSO AMENDING CHAPTER 5.02 AND 5.03 OF THE KELSO MUNICIPAL CODE TO BRING THE BUSINESS AND OCCUPATION TAX PROVISIONS INTO CONFORMANCE WITH STATEWIDE MODEL ORDINANCE REQUIRED BY CHAPTER 35.102 RCW,' motion carried, all voting yes.

**Ordinance No. 12-3788 – Stormwater Rates:** The Deputy Clerk read the proposed ordinance by title only. Upon motion by Councilmember Myers, seconded by Councilmember Roberson, 'Adopt Ordinance No. 12-3788, 'AN ORDINANCE OF THE CITY OF KELSO AMENDING ORDINANCE NO. 08-3689 RELATING TO THE STORMWATER MANAGEMENT UTILITY BY ESTABLISHING A NEW BASE RATE FOR SINGLE-FAMILY PARCELS AND LISTING NEW MONTHLY SERVICE CHARGES FOR OTHER DEVELOPED PARCELS.' Councilmembers Archer, McDaniel, Fatcher, Lefebvre, Roberson, and Myers voted yes. Councilmember Schimmel voted no. Motion carried 6 to 1.

**Resolution No. 12-1075 – Emergency Work without Formal Bidding:** The Deputy Clerk read the proposed resolution by title only. Upon motion by Councilmember McDaniel, seconded by Councilmember Lefebvre, 'Pass Resolution No. 12-1075, 'A RESOLUTION OF THE CITY OF KELSO FINDING THE REMOVAL OF A DANGEROUS TREE IN TAM O'SHANTER PARK TO BE A SPECIFIC EMERGENCY AND APPROVES CONTRACT FOR EMERGENCY REPAIR WORK WITHOUT FORMAL BIDDING,' motion carried, all voting yes.

**Memorandum of Understanding – Teamster Health Benefits:** Upon motion by Councilmember McDaniel, seconded by Councilmember Roberson, 'Approve the MOU.' Mr. Taylor briefed the Council on the MOU. Motion carried, all voting yes.

**Walk On Item – Administration Services Agreement with Southwest Washington Regional Airport:** Upon motion by Councilmember Lefebvre, seconded by Councilmember Myers, 'Authorize the City Manager to enter into the Administration Agreement,' The City Attorney Janean Parker commented that this is a contract for the City of Kelso to continue to provide the financial services and to maintain administrative records where as the City will be compensated for these services. Motion carried, all voting yes.

**MANAGER'S REPORT:**

**Steve Taylor:** Briefed the Council on the status of the Visitor Center. He commented that after discussions with the Kelso Longview Chamber of Commerce, he brought two potential options for Council to consider. The first option was to determine the existing building as surplus and make it available for sale and removal. The second option was to demolish the building and prepare the site for whatever future options are decided. He commented that due to the current condition of the existing building, Council will be asked for specific direction, at the next regular council meeting, regarding the shutdown of the Visitor Center. Discussion followed. **Upon motion by Councilmember McDaniel, seconded by Councilmember Roberson, 'Authorize the surplus and disposal of the existing Visitor Center,' motion carried, all voting yes. .**

**STAFF REPORTS:**

**Janean Parker:** No report.

**David Sypher:** Thanked the Public Work's employees for their hard work over the past year and he thanked the Council for their support.

**Cindy Donaldson:** Reported that she has been telling stories with Frosty the Snowman at the Three Rivers Mall for the last two weeks and that the last library event of the year is Saturday, 12/22/12 at 1:00 p.m.

**Chief Andrew Hamilton:** 1) Reported that the 'Shop with a Cop' event was held on December 8<sup>th</sup>. 2) He commented that weather conditions add to keeping the patrols busy. 3) He thanked the men and women in the police department for their public service.

**Brian Butterfield:** 1) Presented the monthly financial statements for November. 2) He reported that the 2012 Audit is complete and there is an exit conference scheduled on January 8, 2013 at 2:00 p.m., at Kelso City Hall.

**COUNCIL REPORTS:**

**Rick Roberson:** 1) Reported that he attended a course presented by the Cowlitz Wahkiakum County Council of Governments. It was called 'A Short Course on Local Planning'.

**Gary Schimmel:** No report.

**Kim Lefebvre:** No report.

**Todd McDaniel:** No report.

**Gary Archer:** 1) Reported that he attended the 911 Board Meeting. The budget and funding were the main topics of their discussion. He commented that the City Manager Steve Taylor has volunteered to be on the Board. 2) He announced that he has been on the City of Kelso Council for a whole year.

**Dan Myers:** 1) Reported that today is his wife Nancy's birthday. 2) He gave a brief report on the 'Washington State Department of Transportation Developing Rail Plan Presentation' he attended on December 8, 2012. 3) He commented that the CWCOG Board will be working on becoming more active providing direction and policy for their staff. The search process for the new CWCOG Executive Director continues.

**David Futcher:** Commented that he appreciated everyone for attending the meetings and sharing the passion in making the City of Kelso a better place. He commented that it is an honor to be the Mayor. He thanked staff for their contributions in this successful year that they helped to achieve.

There being no further business, Mayor Futcher adjourned the meeting at 8:00 p.m.

  
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**MAYOR**

  
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**CITY CLERK**