

**City of Kittitas**  
**Work/Study Meeting Minutes**  
**January 24, 2017**

**Work/Study Meeting Attendance**

Lou Whitford - Mayor  
Pat Cort - Councilmember  
Jerry Gilmour - Councilmember  
John Camarata - Councilmember

Debbie Lee – Clerk/Treasurer  
Dave Anderson – Police  
Mike Meskimen – Gray & Osborne  
Nancy Wetch – Gray & Osborne

**Points of Discussion**

- Councilmember Cort presented a policy for Grant Management Process. Councilmember Cort stated that prior to moving forward with grants she would like to see a policy adopted so all board members can be aware of all aspects of the grant, time line, match money etc.
- Mike Meskimen from Gray & Osborne will look this draft policy over and see if they have any suggestions. Mike stated that generally the City applies for funds after successfully being selected it would come before council. Mike also stated that there was an application phase and an acceptance phase.
- Councilmember Gilmour inquired about painting the water tower.
- Discussion was had on the process to complete the painting project. This would include Gray & Osborne drawing up a contract, checking with the City attorney to see what kind of insurance and bonding would be required. By painting the top and caulking around the bottom this will buy the City 3 – 4 more years and then fully paint the tower at that time.
- Nancy Wetch from Gray & Osborne stated that this will help with long range planning. She will create the timeline for planning, water line repair, road projects, sewer project, painting the water tower.
- A copy of the current ordinance on snow removal was given to Council. This will be put on the agenda for the next Council Meeting to discuss the issues of snow on the sidewalks etc.
- Councilmember Gilmour was concerned that he has been shoveling by the Library and wanted to know if Public Works knew this was a public building.
- Councilmember Camarata stated that it was important to keep sidewalks clear. It was discussed that the amount of snow this year has created an issue of citizen's clearing the sidewalks then

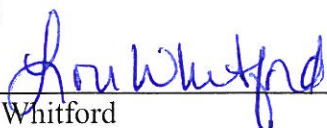
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plows come and put snow back on the sidewalks.

- Discussion was had regarding the Comprehensive Plan Update and that it needs to be completed by June. SCJ Alliance provided a sample timeline that Rock Island is currently using.
- Councilmember Cort stated that this is something Council should review every 7 years but it is a 20 year plan. This plan is preparing the City to flourish when the economy improves.
- Mayor Whitford stated that the City has put out a Request for Qualifications from Engineers and Planners to be submitted to the City by January 31, 2017.
- The City will have to wait to move forward on the Comprehensive Plan until a Planner is chosen after January 31, 2017. This will mean that the Planning Commission will have to have more meeting closer together to make this happen.
- A proposal from the Library was presented to increase the Library's hours.
- Councilmember Cort felt there were more pressing issues like a police car.
- Mayor Whitford and Councilmember Cort discussed that they are working on using Survey Monkey for staff to enter their reports to Council.

**ADJOURN: 6:47 p.m.**

**Attest:**

  
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Mayor Whitford

  
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Debbie L. Lee Clerk/Treasurer