

City of Mabton, Washington

**City Council**

**Meeting Minutes**

Tuesday, November 24, 2015

**Call to Order:**

The Mayor called the meeting to order at 7:15 pm.

The following were:

**Present:**

Mayor Mario Martinez, Council members Arturo DelaFuente, Vera Zavala, Mark Gourneau, and Sophia Sotelo. City Attorney James Carmody; City Administrator Walt Bratton, Finance Director Carrie Tribble; and Police Chief Cas Cedillo

**Absent:**

Fire Chief Luke Cussins, Deputy City Clerk Adriana Cisneros; and Council member Oping Hutson

**Also Present:**

Gary Lofland (legal counsel for the city)

**Meeting Agenda:**

A motion was made to approve the meeting agenda by Council member Gourneau, 2<sup>nd</sup> by Council member Vera Zavala, motion passed.

**Consent Agenda:**

The Mayor made one edit to the consent agenda in the Claim Vouchers/Payments registry total amount; it was changed from \$17,337.11 to \$29,679.53. Councilmember Gourneau made a motion to pass the consent agenda with this revision; it was 2<sup>nd</sup> by Council member Zavala; motion passed.

**Public Hearing:**

- A. Concerning the City of Mabton Proposed Assumption of all rights, powers, functions and obligation of the Mabton Transportation Benefit District (TBD): Start Time: 7:20 pm End Time: 7:22 pm. There was no public comment. City Attorney James Carmody elaborated on the Mabton TBD and will bring a city ordinance for approval to the Tuesday, December 8, 2015, city council meeting.

**Old Business:**

- A. Approval of the updated City of Mabton Personnel Policy Manual:

City Administrator Walt Bratton elaborated on this being the third time this manual was brought to the City Council for their review and input. The Personnel Policy Manual was last updated on January 13, 2009. There were no questions or comments from the city council. A motion was made by Council member Gourneau to approve the Personnel Policy Manual, 2<sup>nd</sup> by council member Zavala; motion passed.

- B. The 2016 to 2020 City of Mabton Parks and Comprehensive Plan (last review):

City Administrator Walt Bratton elaborated on this being the third time the inaugural Parks and Comprehensive 5-year plan has been presented to the City Council for their review & input. This will be

the last time prior to it coming back to the city council for formal adoption and approval (which will at a city council meeting in December 2015). This Plan enables the City of Mabton to request grants, loans and/or supplemental funding as part of the 2-year cycle for the State of Washington Recreation Conservation Office (which has a submittal for funding deadline of March 1, 2016). Mr. Bratton thanked the school district administrative staff, school board and city council for their input on the plan thus far as well as completing the needs assessment surveys.

C. Preliminary Budget for FY 2016 (discussion):

City Administrator Walt Bratton passed out a 2016 FY Master Listing of user fees & charges for the City of Mabton. This draft is based on peer review of other lower valley municipalities' user fees/charges/rates. This user fee schedule will be a component of the upcoming approved 2016 FY adopted budget for the City of Mabton. Staff was directed to bring this user fees master listing back for City Council's review as part of the final budget process and adoption in December 2015.

**New Business:**

A. Approval of City of Mabton Proposed assumption of all rights, powers, functions and obligations of the Mabton Transportation Benefit District (TBD) by city Ordinance at the Tuesday, December 8, 2015 meeting:

City Attorney James Carmody stated he would bring back a city ordinance to the governing body at the Tuesday, December 8, 2015, city council meeting for approval.

B. Approval of the Safe Routes To Schools (SRTS) grant Engineering Services Agreement with Gray & Osborne Engineers:

City Administrator Walt Bratton presented this agenda item; he stated that this was a component of the Safe Routes To Schools grant. The Engineering element of this grant needed to be bid out. Gray & Osborne Engineering Firm was the only submittal on this bid tab. Gray & Osborne will oversee; provide engineering services and project management for the 2016 Safe Routes To Schools grant improvement program in an amount to not exceed \$61,000. This fee will be paid for by this grant. A motion was made by council member Mark Gourneau, 2<sup>nd</sup> by council member Zavala; motion passed.

C. Approval of the 2016 FY Law Enforcement Assistance Agreement Communications contract with Yakima County Sheriff's Office:

Police Chief Cas Cedillo presented this agenda item. He stated that this is a renewal agreement for the Police Department. The Yakima County Sheriff's Office provides these services for the police department. A motion was made by council member Mark Gourneau, 2<sup>nd</sup> by council member Sophia Sotelo; motion passed.

D. Approval of 2016 Local Corrections/Detention Agreements Renewal Notification with Yakima County Sheriff's Department of Corrections:

Police Chief Cas Cedillo presented this agenda item. He stated that this is a renewal agreement for the Police Department. The Yakima County Sheriff's Office provides this level of service for the City of

Mabton Police Department. A motion was made by council member Mark Gourneau; 2<sup>nd</sup> by council member DelaFuente; motion passed.

**Visitors Comments:**

None

**City Council member's reports:**

- Council member Mark Gourneau, No report
- Council member Oping Hutson, was absent
- Council member Vera Zavala, No report
- Council member Sophia Sotelo, requested staff to remove the large roll off dumpster located in front of the Mabton Float Building on South Main Street.
- Council member Arturo DelaFuente, No report

**Staff Reports:**

City Administrator Walt Bratton disseminated his city administrator's report and pointed out to the city council on page 2 was the city council study sessions, budget hearings/meetings and city council meetings schedule for December 2015.

**Mayor's Report:**

The Mayor stated that the City of Mabton was selected for a TIB project grant for South Street improvements in the amount of 346K. Project is scheduled to be completed in FY 2016. He updated the city council on capital improvement projects and wished everyone and their families a happy thanksgiving holiday.

**Executive Session:**

To discuss potential litigation against the City of Mabton.

Start Time: 7:45 pm

End Time: 8:50 pm

**Adjournment:**

The Mayor adjourned the meeting at 8:50 pm

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Walt Bratton, City Administrator

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Mario Martinez, Mayor