

**City of Connell, Washington**  
**SPECIAL COUNCIL MEETING**

**104 E. Adams St.**  
**CITY COUNCIL PRELIMINARY AGENDA**  
**August 6, 2020 6:00 PM**

A Special Council Meeting has been called by Mayor Lee Barrow for the following:

1. Remote Meeting Instructions:

In compliance with Governor Inslee’s Proclamation regarding the Open Public Meetings Act the City Council is holding remote meetings until further notice. The public may request to attend the meeting in “listen only” mode by contacting the City Clerk at 509-234-2701 ext. 1232 or by email at [mortiz@connellwa.org](mailto:mortiz@connellwa.org). In addition, a link to the live meeting can be accessed on the City’s website at [www.cityofconnell.com](http://www.cityofconnell.com). Members of the public wishing to comment on agenda items may submit comments to the City Clerk. Comments and request to attend must be made by 4:00 pm on the day of the meeting. Written comments may also be made during the Citizen Comment portion of the meeting for those attending in “listen only” mode by typing in the chat box.

2. CALL TO ORDER

3. ROLL CALL

4. CORRESPONDENCE/PRESENTATIONS/APPOINTMENTS

5. CONSENT CALENDAR

All matter listed within the Consent Calendar have been distributed to each member of the Connell City Council for reading and study, are considered to be routine, and will enacted by one motion of the Council with no separate discussion. If separated discussion is desired, that item may be removed from the Consent Calendar and placed on the Regular Agenda by request.

6. APPROVAL OF AGENDA

ORDER OF BUSINESS

7. RESOLUTION NO 2020-07 – Authorizing an Application for Grant Funding to the WA. State Recreation and Conservation Office

8. RESOLUTION NO 2020-08 - Master Fee Schedule D Amend: Swimming Pool Fees

9. ADJOURNMENT

***The public is welcome and encouraged to attend this meeting. The City of Connell wishes to provide reasonable access to all public meetings for individuals with disabilities. Please contact the City Clerk at least three business days prior to the meeting for accommodations to be arranged.***



**THE MISSION OF THE CITY OF CONNELL IS:**

*To partner with the community, enriching the quality of life and delivering a range of services in a fiscally sustainable manner.*

*Engaging the public and embracing diversity, we maintain a focus on the future, remaining flexible and responsive, to foster a small-town character that supports growth.*



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**MEMORANDUM**

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**DATE: AUGUST 6, 2020**  
**TO: MAYOR AND COUNCILMEMBERS**  
**FROM: MARIA PEÑA, CITY ADMINISTRATOR**  
**RE: RESOLUTION NO. 2020-07 – AUTHORIZING AN APPLICATION  
FOR GRANT FUNDING TO THE WA STATE RECREATION AND  
CONSERVATION OFFICE**

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I apologize for not getting this on our last council meeting and submittal of the final grant application is due Monday August 10<sup>th</sup>.

The attached resolution and authorization provides for the authorization to submit a grant request to the Washington State Recreation and Conservation Office for the Connell Pioneer Swimming Pool.

As you may recall ALSC Architects provided a pool assessment for us last year to help us determine what needed to be done with out pool facility. The recommendation was to make some much-needed repairs as opposed to constructing a new facility. City staff anticipated that it would take approximately \$200,000 to make the essential repairs to keep the pool operational, but submitting a grant application, the \$200,000 could be used towards a match. RCO could potentially provide a grant of \$500,000 which would allow us to do a lot more.

Since initially preparing the grant application where we had included a splash park, priorities have changed. One thing that we realize that needs a lot more work, due to COVID restrictions, is the bathhouse. Aside from the pool floor, that needs major repair, the bathhouse will need some major renovations to provide not only adequate ADA compliance but will now need to include some safety measures to mitigate the potential spread of COVID.

Recommendation: Council move to approve Resolution No. 2020-07 Application Resolution, authorizing an application for grant funding to the WA State RCO.

**RESOLUTION NO. 2020-07**

**AN RESOLUTION OF THE CITY OF CONNELL, AUTHORIZING AN APPLICATION FOR GRANT FUNDING TO THE WASHINGTON STATE RECREATION AND CONSERVATION OFFICE**

**WHEREAS**, ALSC Architects P.S., Coffman Engineers and Water Technology Incorporated (The Design Team) produced an “Aquatics Assessment Report” in September 2019 which included 64 recommendations for renovations, upgrades, fixture replacements, etc.; and

**WHEREAS** the City adopted an update to the Parks, Recreation and Open Space plan on February 3, 2020 with Resolution 2020-02, which included the Aquatic Assessment Report document as an Appendix; and

**WHEREAS**, one of the goals of the plan is to make all parks more accessible and increase compliance with ADA accessibility standards; and

**WHEREAS**, preservation and replacement of existing facilities and enhancement of parkland is another goal of the adopted plan; and

**WHEREAS**, the plan identifies upgrades and renovations that are desired for the city pool and its related facilities; and

**WHEREAS**, there continues to be strong and robust community interest in the city’s pool and the various activities that take place at the pool including swimming lessons, open swim, and swim meets; and

**WHEREAS**, the City Council seeks to obtain grant funding assistance managed through the Washington State Recreation and Conservation Office; and

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF CONNELL, WASHINGTON**, does hereby resolve to approve the Application Resolution / Authorization form which is contained in Exhibit A to this Resolution, and direct the City Administrator to submit a grant application for the “Connell Pool Renovation and Upgrades” project.

**PASSED BY THE CITY COUNCIL OF THE CITY OF CONNELL, WASHINGTON, and APPROVED by the Mayor on the 6<sup>th</sup> Day of August 2020.**

\_\_\_\_\_  
Lee Barrow, Mayor

**ATTEST:**

\_\_\_\_\_  
Marissa Ortiz, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Dan F. Hultgrenn, City Attorney



## Applicant Resolution/Authorization

Organization Name (sponsor) City of Connell

Resolution No. or Document Name 2020-07

Project(s) Number(s), and Name(s) Connell Pool Renovation + Upgrades

This resolution/authorization authorizes the person(s) identified below (in Section 2) to act as the authorized representative/agent on behalf of our organization and to legally bind our organization with respect to the above Project(s) for which we seek grant funding assistance managed through the Recreation and Conservation Office (Office).

WHEREAS, grant assistance is requested by our organization to aid in financing the cost of the Project(s) referenced above;

NOW, THEREFORE, BE IT RESOLVED that:

1. Our organization has applied for or intends to apply for funding assistance managed by the Office for the above "Project(s)."
2. Our organization authorizes the following persons or persons holding specified titles/positions (and subsequent holders of those titles/positions) to execute the following documents binding our organization on the above projects:

Grant Document	Name of Signatory or Title of Person Authorized to Sign
Grant application (submission thereof)	
Project contact (day-to-day administering of the grant and communicating with the RCO)	
RCO Grant Agreement (Agreement)	
Agreement amendments	
Authorizing property and real estate documents (Notice of Grant, Deed of Right or Assignment of Rights if applicable). These are items that are typical recorded on the property with the county.	

The above persons are considered an "authorized representative(s)/agent(s)" for purposes of the documents indicated. Our organization shall comply with a request from the RCO to provide documentation of persons who may be authorized to execute documents related to the grant.

3. Our organization has reviewed the sample RCO Grant Agreement on the Recreation and Conservation Office's WEB SITE at: <https://rco.wa.gov/wp-content/uploads/2019/06/SampleProjAgreement.pdf>. We understand and acknowledge that if offered an agreement to sign in the future, it will contain an indemnification and legal venue stipulation and other terms and conditions substantially in the form contained in the sample Agreement and that such terms and conditions of any signed Agreement shall be legally binding on the sponsor if our representative/agent enters into an Agreement on our behalf. The Office reserves the right to revise the Agreement prior to execution.
4. Our organization acknowledges and warrants, after conferring with its legal counsel, that its authorized representative(s)/agent(s) have full legal authority to act and sign on behalf of the organization for their assigned role/document.
5. Grant assistance is contingent on a signed Agreement. Entering into any Agreement with the Office is purely voluntary on our part.
6. Our organization understands that grant policies and requirements vary depending on the grant program applied to, the grant program and source of funding in the Agreement, the characteristics of the project, and the characteristics of our organization.
7. Our organization further understands that prior to our authorized representative(s)/agent(s) executing any of the documents listed above, the RCO may make revisions to its sample Agreement and that such revisions could include the indemnification and the legal venue stipulation. Our organization accepts the legal obligation that we shall, prior to execution of the Agreement(s), confer with our authorized representative(s)/agent(s) as to any revisions to the project Agreement from that of the sample Agreement. We also acknowledge and accept that if our authorized representative(s)/agent(s) executes the Agreement(s) with any such revisions, all terms and conditions of the executed Agreement shall be conclusively deemed to be executed with our authorization.
8. Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.
9. [for Recreation and Conservation Funding Board Grant Programs Only] If match is required for the grant, we understand our organization must certify the availability of match at least one month before funding approval. In addition, our organization understands it is responsible for supporting all non-cash matching share commitments to this project should they not materialize.
10. Our organization acknowledges that if it receives grant funds managed by the Office, the Office will pay us on only a reimbursement basis. We understand reimbursement basis means that we will only request payment from the Office after we incur grant eligible and allowable costs and pay them. The Office may also determine an amount of retainage and hold that amount until all project deliverables, grant reports, or other responsibilities are complete.
11. [for Acquisition Projects Only] Our organization acknowledges that any property acquired with grant assistance must be dedicated for the purposes of the grant in perpetuity unless otherwise agreed to in writing by our organization and the Office. We agree to dedicate the property in a signed "Deed of Right" for fee acquisitions, or an "Assignment of Rights" for other than fee acquisitions (which documents will be based upon the Office's standard versions of those documents), to be recorded on the title of the property with the county auditor. Our organization acknowledges that any property

acquired in fee title must be immediately made available to the public unless otherwise provided for in policy, the Agreement, or authorized in writing by the Office Director.

12. [for Development, Renovation, Enhancement, and Restoration Projects Only—If our organization owns the project property] Our organization acknowledges that any property owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant in perpetuity unless otherwise allowed by grant program policy, or Office in writing and per the Agreement or an amendment thereto.
13. [for Development, Renovation, Enhancement, and Restoration Projects Only—If your organization DOES NOT own the property] Our organization acknowledges that any property not owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant as required by grant program policies unless otherwise provided for per the Agreement or an amendment thereto.
14. [Only for Projects located in Water Resources Inventory Areas 1-19 that are applying for funds from the Critical Habitat, Natural Areas, State Lands Restoration and Enhancement, Riparian Protection, or Urban Wildlife Habitat grant categories; Aquatic Lands Enhancement Account; or the Puget Sound Acquisition and Restoration program, or a Salmon Recovery Funding Board approved grant] Our organization certifies the following: the Project does not conflict with the Puget Sound Action Agenda developed by the Puget Sound Partnership under RCW 90.71.310.
15. This resolution/authorization is deemed to be part of the formal grant application to the Office.
16. Our organization warrants and certifies that this resolution/authorization was properly and lawfully adopted following the requirements of our organization and applicable laws and policies and that our organization has full legal authority to commit our organization to the warranties, certifications, promises and obligations set forth herein.

This resolution/authorization is signed and approved on behalf of the resolving body of our organization by the following authorized member(s):

Signed \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

On File at: \_\_\_\_\_

This Applicant Resolution/Authorization was adopted by our organization during the meeting held:  
(Local Governments and Nonprofit Organizations Only):

Location: \_\_\_\_\_ Date: \_\_\_\_\_

Washington State Attorney General's Office

Approved as to form Brian Toller 2/13/2020  
Assistant Attorney General Date

You may reproduce the above language in your own format; however, text may not change.



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**MEMORANDUM**

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**DATE: AUGUST 6, 2020**  
**TO: MAYOR AND COUNCILMEMBERS**  
**FROM: MARIA PEÑA, CITY ADMINISTRATOR**  
**RE: RESOLUTION NO. 2020-08 AMENDING SCHEDULE D OF THE  
MASTER FEE SCHEDULE - SWIMMING POOL FEES**

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Attached is Resolution No. 2020-08 to provide swimming pool fees for this season.

As mentioned previously, City Staff has been working to be able to open the pool. Staff needs to submit paperwork to the Dept of Health to sign off on before we can open. We are hoping to open on Monday.

For now, the fees provide for lap swim only. We will be able to provide other small group classes, but we still need to see what that will look like. Once we have things figured out we will bring another resolution to modify fees before the Council, hopefully at the regular Council meeting on the 17<sup>th</sup>.

**CITY OF CONNELL, CONNELL, WASHINGTON  
RESOLUTION NO. 2020-08**

**A RESOLUTION OF THE CITY OF CONNELL, FRANKLIN COUNTY  
WASHINGTON, AMENDING SCHEDULE D OF THE MASTER FEE SCHEDULE.**

**WHEREAS**, the City has adopted a Master Fee Schedule to establish fees that are reflective of the cost of services provided by the City; and

**WHEREAS**, the City has found it necessary to amend the Master Fee Schedule;

**NOW, THEREFORE**, be it resolved by the City Council of the City of Connell, Franklin County, Washington, as follows:

**Section 1. Amendment of Schedule:** *Schedule D – Park & Recreation* of the Master Fee Schedule is hereby amended and attached to this resolution.

**Section 2. Effective Date.** This resolution shall be in full force and in effect for the amended in *Schedule D – Park & Recreation* on \_\_\_\_\_, 2020.

**ADOPTED** by the City Council of the City of Connell and **APPROVED** by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

ATTEST:

\_\_\_\_\_  
Lee Barrow, Mayor

\_\_\_\_\_  
Marissa Ortiz, City Clerk

Approved as to form:

\_\_\_\_\_  
Dan F. Hultgrenn, City Attorney

INTRODUCED: \_\_\_\_\_

ADOPTED: \_\_\_\_\_

APPROVED: \_\_\_\_\_

**(PROPOSED)**

**SCHEDULE D – PARK & RECREATION**

**City of Connell Pioneer Park Swimming Pool Fees:**

<u>Daily Per Session Admission</u>	<u>Fees</u>
Child (age 0-4) – accompanied by paying Adult	No Charge
All other Patrons (Age 5 and older)	\$ 2.00

**Punch Card Pass (10 Sessions) \$ 20.00**

**Community Center Fees:**

Room	Group I	Group II	Group II (4 hours or less)	Group III	Group IV
Health	No Charge	\$50.00	\$50.00	\$75.00	\$50.00
Meeting 1	\$25.00	\$35.00	\$35.00	\$50.00	\$35.00
Meeting 2	\$25.00	\$30.00	\$30.00	\$40.00	\$30.00
A.M. Erickson*	\$100.00	\$200.00	\$150.00	\$250.00	\$150.00
Multi-Purpose*	\$150.00	\$300.00	\$225.00	\$350.00	\$225.00
Kitchen	\$75.00	\$150.00	\$100.00	\$150.00	\$75.00
*Use outside of normal hours is extra \$15.00 per hour					
Deposit (small rooms)	\$25.00	\$30.00	\$30.00	\$50.00	\$30.00
Deposit (large rooms)	Rent Value	\$400.00	\$300.00	\$400.00	Rent Value
Equipment (small rooms)	\$5.00	\$15.00	\$15.00	\$15.00	\$5.00
Equipment (large rooms)	\$25.00	\$50.00	\$50.00	\$50.00	\$25.00
Holding Fee	\$50.00 due at time of reservation				
Alcohol Deposit	\$500.00				

**(CURRENT)**

**SCHEDULE D – PARK & RECREATION**

**City of Connell Pioneer Park Swimming Pool Fees:**

<u>Daily Per Session Admission</u>	<u>Fees</u>
Child (age 0-4) – accompanied by paying Adult	No Charge
All other Patrons (Age 5 and older)	\$ 3.00

Season Passes

Family Pass (up to 5 immediate family members)	\$ 125.00
<i>(\$10.00 charge per additional immediate family member)</i>	\$ 10.00
Individual Pass	\$ 60.00
Senior Citizen Individual Pass (55 and up)	\$ 45.00

Punch Card Pass (10 Sessions) \$ 30.00

Swimming Lessons \$ 30.00

Connell Swim Team Member Charge \$ 10.00

Pool Rental Fee (per hour; 2 hour minimum)

50 people (3 – Lifeguards)	\$ 90.00
75 people (4 – Lifeguards)	\$ 120.00
100 people (5 - Lifeguards)	\$ 150.00

*Slides not included in Pool Rental Fees. Additional Slide Rental Fee is as follows:  
Slide Fee is \$30.00 per hour with a 2-hour minimum rental.*

**Pioneer Park Pavilion Reservation Fees:** \$ 10.00 per hour  
Minimum 4 hour rental

**Community Center Fees:**

Room	Group I	Group II	Group II (4 hours or less)	Group III	Group IV
Health	No Charge	\$50.00	\$50.00	\$75.00	\$50.00
Meeting 1	\$25.00	\$35.00	\$35.00	\$50.00	\$35.00
Meeting 2	\$25.00	\$30.00	\$30.00	\$40.00	\$30.00
A.M. Erickson*	\$100.00	\$200.00	\$150.00	\$250.00	\$150.00
Multi-Purpose*	\$150.00	\$300.00	\$225.00	\$350.00	\$225.00
Kitchen	\$75.00	\$150.00	\$100.00	\$150.00	\$75.00
*Use outside of normal hours is extra \$15.00 per hour					
Deposit (small rooms)	\$25.00	\$30.00	\$30.00	\$50.00	\$30.00
Deposit (large rooms)	Rent Value	\$400.00	\$300.00	\$400.00	Rent Value
Equipment (small rooms)	\$5.00	\$15.00	\$15.00	\$15.00	\$5.00
Equipment (large rooms)	\$25.00	\$50.00	\$50.00	\$50.00	\$25.00
Holding Fee	\$50.00 due at time of reservation				
Alcohol Deposit	\$500.00				

**CITY OF CONNELL, CONNELL, WASHINGTON  
RESOLUTION NO. 2020-08**

**A RESOLUTION OF THE CITY OF CONNELL, FRANKLIN COUNTY  
WASHINGTON, AMENDING SCHEDULE D OF THE MASTER FEE SCHEDULE.**

**WHEREAS**, the City has adopted a Master Fee Schedule to establish fees that are reflective of the cost of services provided by the City; and

**WHEREAS**, the City has found it necessary to amend the Master Fee Schedule;

**NOW, THEREFORE**, be it resolved by the City Council of the City of Connell, Franklin County, Washington, as follows:

**Section 1.** Amendment of Schedule: Schedule D – Park & Recreation of the Master Fee Schedule is hereby amended and attached to this resolution.

**Section 2.** Effective Date. This resolution shall be in full force and in effect for the amended in *Schedule D – Park & Recreation* on \_\_\_\_\_, 2020.

**ADOPTED** by the City Council of the City of Connell and **APPROVED** by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

ATTEST:

\_\_\_\_\_  
Lee Barrow, Mayor

\_\_\_\_\_  
Marissa Ortiz, City Clerk

Approved as to form:

\_\_\_\_\_  
Dan F. Hultgrenn, City Attorney

INTRODUCED: \_\_\_\_\_

ADOPTED: \_\_\_\_\_

APPROVED: \_\_\_\_\_