

COUNCILMEMBERS

Position No.

1. Tod Gunther
2. John Kelly
3. Michelle Gehring
4. Dave Harman
5. Nicola McDonald
6. Greg Hogan
7. Scott Drennen



ORTING CITY COUNCIL

Study Session Meeting Minutes
Orting Multi-Purpose Center
202 Washington Ave. S, Orting, WA
May 16, 2018
6PM.

CHAIR, DEPUTY MAYOR DAVE HARMAN

1. CALL MEETING TO ORDER, PLEDGE AND ROLL CALL.

Deputy Mayor Harman called the meeting to order at 6:00pm.

Councilmembers Present: Deputy Mayor Dave Harman, Councilmembers Tod Gunther, John Kelly, Nicola McDonald, Scott Drennen, and Greg Hogan.

Councilmembers Absent: Michelle Gehring

Staff Present: Mark Bethune, City Administrator, Jane Montgomery, City Clerk, Scott Larson, Treasurer, Greg Reed Public Works Director, and Mayor Penner.

2. COMMITTEE REPORTS

Public Works

Councilmember Drennen reported on the following Committee items:

- Continuing to move forward on the SR162 Evacuation Bridge- working with the Planning Commission and with community engagement;
- The purchase of easements for the SW Connector and improvements on Kansas;
- Transportation Benefit District (TBD) – Allocation of TBD funds, engagement with the public, in an open and transparent manner discussing what the TBD is, and the pedestrian transportation system;
- Utility Rates- discussion will begin early on to inform the public and prepare for budget discussions;
- Treatment plant ongoing work;
- Wingate connection;

Public Safety

Councilmember Hogan reported on the following Committee items:

- The registration of foreclosed properties;
- Discussion on seeking an advisory vote on use of fireworks within the City limits;
- Final draft of the recreational vehicle ordinance coming soon;
 - Plan to upgrade vehicles;
- The property room is being cleaned out and among items are forfeited firearms.

Councilmember Kelly informed Council that Chief Gard would like to dispose of forfeited firearms. **Action:** By consensus Council moved this forward to the consent agenda of May 30th, to approve the destruction of the firearms upon verification of the legality of that action by motion alone.

Community and Government Affairs

Councilmember McDonald briefed on the following topics that were discussed at the last meeting:

- Economic development advisor Hans Kueck attended the meeting and led a discussion on economic development as it relates to the City of Orting;
- Parks Board presented equipment options for Calistoga Park and White Hawk Park;
- Sponsorship of Orting Valley Farmers Market.

3. STAFF REPORTS

Administrator Mark Bethune briefed on the following:

- He is planning a town hall meeting in June with Chief Gard;
- An MOU has been signed with the School District for use of facilities in the event of a catastrophe;
- The Gratzner/Engfer Property has a buyer and may or may not move forward depending on their vision and the City's being worked through.

Treasurer Scott Larson provided the Council the Washington State Auditors financial statements. He briefed on the audit which covered 2014, 2015, 2016, TBD statements from 2014 and 2015, and an accountability audit from 2014, 2015, 2016, and 2017.

Discussion ensued and questions were answered by the Treasurer.

Treasurer Larson also provided a current finance report covering revenues and expenditures.

City Clerk Jane Montgomery briefed on the following:

- The City received \$7,200 from the State in grant funds to scan and digitize critical records;
- Congratulations to Mayor Penner, Councilmember Hogan and Deputy Mayor Harman; they are the appointed voting delegates at the upcoming AWC Conference;
- Employee ID badges are in the works-Officer Devon Gabreluk helped by offering to take pictures and work with the City Clerk on the design for the badges.

The City Clerk also briefed on the City flag which needs to be altered so that the Mayor or his designee can participate in the Parade of Flags at the AWC Conference. Council by consensus agreed that the City can spend the money necessary to alter the flag for the event. It is believed the cost will be about \$100 to have a tailor alter the flag.

Mayor Penner briefed on the following:

- He was appointed to the Legislative Priorities Committee for AWC, and will be speaking on behalf of Orting;
- There is an opening on the Transportation Improvement Board and the Public Works Director will be applying;
- The Mayor gave Council an update on Goals that were established by the Council and staff;
- The Lahar drill was a success, staff participated in the Emergency Operation Center (EOC);
- There will be another table top drill in October on a 9.2 Earthquake;
- Staff is working on a communication plan;
- The Community and Government Affairs Committee along with staff have been working on Economic Development.

Public Works Director Greg Reed gave an update on the condition of the cemetery which was brought to the City's attention by concerned citizens. He laid out his plan to remedy the situation and to do his best to make sure the cemetery is kept up within the bounds of current operational funds. The ability to use Volunteers was discussed.

4. AGENDA ITEMS

A. AB18-29.1-Sponsorship of Orting Valley Farmers Market & the Orting Rock Festival

Councilmember McDonald briefed on the application which was reviewed by the Community and Government Affairs Committee who recommended approval.

Action: By consensus Council moved this forward to the consent agenda on the May 30th.

B. AB18-29- Traffic Calming Application & Procedure.

Councilmember Drennen briefed on the Traffic Calming Application and the Process which the Public Works Committee and staff propose be used when citizens come to the City with a traffic calming issue. The Committee would like consensus to move forward on this procedure. **Action:** By consensus Council gave the green light for staff to follow this procedure.

C. AB18-30-Transportation Benefit District Projects.

Councilmember Drennen and Public Works Director Reed briefed on each of the projects presented and identified by staff:

1. Sidewalk Trip Hazard & Sidewalk Maintenance.
2. Sidewalk Replacement & Maintenance.
3. Corrin Avenue- Chip Seal.

Action: By Consensus moved the projects forward to the agenda of May 30, 2018. Councilmember Drennen asked to have a hearing on the Transportation Benefit Program to explain to the public the use of Transportation Benefit District Tax Dollars for non-motorized transportation infrastructure repair and maintenance.

D. AB18-31- Kansas Street – Preliminary Design- Scope and Budget.

Councilmember Drennen briefed that one of the Council goals is to get to 30% design this year. The scope and budget was presented for preliminary design.

Action: By consensus, moved this forward to the consent agenda at the May 30th.

E. AB18-32- McMahon Property Survey

Mark Bethune briefed that in order for Helix to move forward on the schematic design of the Police/Court/City Hall facility, a survey needs to be done of the McMahon property.

Action: By consensus moved this forward to the consent agenda on May 30, 2018.

F. AB18-33- Public Works Shop

Mark Bethune briefed the Council stating that the City has saved funds for the past 20 years to build a public works facility. City Council approved the decision to move forward with a design build process and start work on the facility in 2018. The current estimate for construction of the facilities is between \$1.8 and \$2.2 million. The \$2.2 million amount completes the facilities whereas the \$1.8 would leave completion projects to the future. There were originally 5 proposers that were reduced to the top two. The recommendation before Council was to approve Patriot Construction.

Action: By consensus moved this forward to the consent agenda of May 30, 2018.

G. AB18-34- City Sponsored Phones for Councilmembers.

Councilmember Gunther briefed that he would like Council to consider the City providing Councilmembers with City phones. Treasurer Larson provided the cost as requested.

Action: By Consensus Council will revisit this at budget time as the expense is not budgeted for in 2018.

H. AB18-35-Request For Proposals- Planner

Mark Bethune briefed that the City council approved a planner position in the 2018 budget. The City initially recruited for a planner as an employee, but was unable to attract a qualified planner. As an alternative the City went out with an RFP for a “virtual Planner” who would provide a more extensive level of planning than the current contract with BHC. Four applicants applied; s BHC, AHBL, SJC Alliance, and Sound Municipal. Interviews were conducted the week of May 7th through the 11th. Sound Municipal Solutions had the top score. **Action:** By Consensus moved forward to the consent agenda of May 30th to allow the Mayor to negotiate a contract with Sound Municipal Solutions for Planner Services.

I. AB18-36-Request for Proposals- IT

Scott Larson briefed that the City advertised for vendors to manage our IT infrastructure. Popular Networks and Pacific Office Automation were the two vendors that responded. Staff recommends Popular Networks. **Action:** By Consensus moved forward for approval on the consent agenda of May 30th.

J. AB18-37- Engineer Job Description.

Mark Bethune briefed that the job description has been reviewed by our Public Works staff, and HR staff. The City Council budgeted for an engineer position for 2018.

Action: By consensus moved forward for approval on the consent agenda of May 30th.

K. AB18-38 Registration of Foreclosed Properties- Ordinance No. 2018-XX.

Councilmember Kelly asked to pull this agenda item and bring it back to Committee.

Action: By Consensus moved back to Committee.

L. & M -AB18-39 White Hawk Park & AB18-40- & Calistoga Park Design, Option 1 & Option 2.

Councilmember McDonald briefed that she and Councilmember Gunther do not agree on the course of action to take on both White Hawk Park and Calistoga Park. In April 2018 Staff was notified that the White hawk play structure was unstable and needed to be roped off. It was determined that the structure needed to be taken down. Parks Advisory Board (PAB) also brought a recommendation to the Community and Government Affairs Committee for Calistoga Park. Two options were presented at the study session meeting for Calistoga Park, Option 1 was presented at the CGA meeting as that was the Park Board recommendation. Councilmember Gunther feels Option 2 has not been fully vetted. He contacted other City's regarding their zip lines and got a positive response. Councilmember McDonald felt it had been too long with no decision. She stated that the Park and Rec. board had done their research and she would like to move this forward. The following are the 2 options for Calistoga Park:

Option 1 (Parks Advisory Board Recommendation): Big Toy, Accessible Whirl, Music Toys, Swings (2 Bays), Required Ground Surfacing for play area (pricing for both synthetic turf and also wood fiber chips), Trails (crushed rock with borders), ADA Parking, Benches, Small Dog Park, Upgrading the Ball Field, a Future Restroom and Future Gazebo.

Option 2 (Alternate Suggested Plan):Big Toy, Zip-line, Tall Slide, Accessible Whirl, Music Toys, Swings (2 Bays), Required Ground Surfacing for play areas (pricing for both synthetic turf and also wood fiber chips), Trails (crushed rock with borders), ADA Parking, Benches, Small Dog Park, Upgrading the Ball Field, a Future Restroom and Future Gazebo.

Since the last meeting a vendor had approached the City with a “Buy one Get one Free” offer for Playground equipment which has a deadline attached to it. This would need to be decided

prior to July 7th. Councilmember McDonald read a letter of advice from John Aldrich, Parks Board Member who recommended that the City move forward on the "Buy one Get one Free" offer. The other members of the board agree as does the Parks and Recreation Director, Beckie Meek. Councilmember Gunther read an opposing view from a vendor who did not feel the deal was a good one. Councilmember Drennen stated that he wants to make sure a fair process if followed. He encouraged more public hearings. Administrator Bethune briefed that this is a state contract and they do not have to go out for a bid. If the buy one get one free deal is approved, it would address the needs at both White Hawk and Calistoga Park. **Action:** Back to Committee and Parks Advisory Board for more public hearings and further discussion.

M. Discussion- Tehaleh.

Councilmember McDonald briefed that she would like to discuss Tehaleh from an economic development viewpoint as the City gets more detail on the recreation trails that they are proposing. Tehaleh has asked to brief the City on June 18th, at 3:00pm at City hall. Discussion ensued on the difference between an evacuation route and a recreation trail.

N. Discussion – Fireworks- Advisory Vote

Councilmember Kelly briefed that Mayor Penner had brought up the idea of approaching the citizens for an advisory vote on fireworks to see what citizens want to do. Administrator Bethune briefed that it is about \$12 to 14K extra to do an advisory vote in an off election year. The next year that the City does have elections will be in 2019.

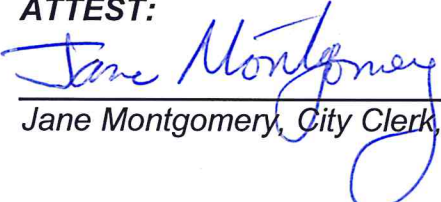
Action: Re-Visit in 2019.

5. ADJOURNMENT

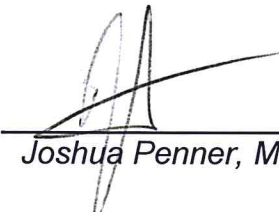
Councilmember Hogan made a motion to adjourn the Council meeting. Councilmember Kelly second the motion.

Deputy Mayor Harman adjourned the meeting at 9:40pm.

ATTEST:



Jane Montgomery, City Clerk, CMC



Joshua Penner, Mayor