

ORIGINAL

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
June 20, 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. Councilmember Kelly led the pledge of allegiance.

Councilmembers Present: Deputy Mayor Dave Harman, Councilmembers John Kelly, Nicola McDonald, Michelle Gehring and Greg Hogan.

Present after roll call. Councilmember Tod Gunther- (6:10pm), Councilmember Scott Drennen- (6:05pm)

Staff Present: Mark Bethune, City Administrator, Jane Montgomery, City Clerk, Scott Larson, Treasurer, April Whittaker, Parametrix, Beckie Meek, Parks and Rec Director, and City Attorney Charlotte Archer.

2. COMMITTEE REPORTS

Public Works

Councilmember Gehring briefed on the following topics from Committee:

- Master use permit on the agenda later on agenda]
- Rainer view lift station
- Puyallup River lift station (scope and budget)
- Stormwater issues on the Calistoga Setback levy- LAMP process
- FOG went well
- On call contracts in the works;
- Capital facilities- Design build of PW facility awarded to Patriot;
- Aakavs chosen for asset management software.

Public Safety

Councilmember Hogan briefed that they discussed the following:

- Abandoned Property Registration Program
- Recreational Vehicle Ordinance
- Ham radio purchase
- Bikes and trail rules
- Replacement vehicles for the Police Department.

Community and Government Affairs

Councilmember McDonald stated that everything is on the agenda so no additional report was given.

STAFF REPORTS

Administrator Bethune briefed that the City's Building Official Ken Wolfe, passed away last week in the office. He briefed that a memorial service will be on July 7th. A procession will go to the Levy for a service, followed by a gathering at the Lions Club property.

City Treasurer Scott Larson discussed the Building department and the transition that has taken place since the death of Ken Wolfe. He, the Mayor and Administrator Bethune are having conversations on what to do moving forward. Tim Lincoln has been appointed as acting building official. The City is in the process of reorganizing the Building Department to report to Greg Reed the Public Works Director. Treasurer Larson informed the Council that the City needs to purchase additional AEDS for key locations. This expense will come thru the claims process. He also briefed on Utility Rates and passed out projections of the water fund until 2022, and on how rates are determined. There will be a public hearing the first or second meeting in July, with approval of rates in August.

Jane Montgomery, City Clerk briefed that on the 26th of June there will be a dedication of the Betsy Ross facility at 10:00am at the Washington Soldiers Home and she encouraged other Councilmembers and staff to attend.

Mayor Penner briefed on the following:

- Volunteer policy will go to CGA;
- Mayor signed agreement to receive 550K- for the Orting Emergency Evacuation Bridge- Goal is to get to 90%;
- July 1st the Police Department will be fully staffed PD, Officer Boone has come back to the Department;
- Pierce County Regional Council want the Council to vote on the City's Representative. Council would like the Mayor to be the representative, Deputy Mayor Harman will be the backup;
- Meeting with Tehaleh- They will be putting a roundabout at 128th and 162, widening the road. Some representatives are requesting that they pay \$22 to \$31 million dollars in traffic mitigation funds to be coordinated with WSDOT;
- V150 will return next Tuesday.

Deputy Mayor Harman asked to move agenda item J up to the first agenda item in case Chief Gard gets a call and needs to leave.

AGENDA ITEMS

J. AB18-50-Police Vehicles- (Moved up in the agenda)

Treasurer Larson briefed. He was waiting for final figures on the cost of vehicles, and they came back high, so he plans on holding off on the purchases. Treasurer Larson briefed on the vehicles that the PD has and the plan to replace them. He will bring forward a recommendation detailing the replacement plan in the next couple of months. There were questions about keeping records of vehicle maintenance as well. Councilmember Gunther had questions about a special vehicle purchase that was discussed last year at budget time. He had concerns that this plan may not take that purchase in to account. He wants the Police to be out on the trail more, out of their cars, and patrolling the levy. He would like a Polaris like the one the City of Buckley has. Chief Gard supports community policing thru a more active bike program. Councilmember Gehring stated that this should be discussed in the public safety committee.

Action: Not ready to move forward yet. Will go to Committee and will be brought back in August.

A. AB18-44- Ordinance No. 2018-1031, Relating to Telecommunications Master Use Permits, Adding New Chapter 8-8 to the Orting Municipal Code.

City Attorney Charlotte Archer briefed. She passed out the RCW 35.21.860 which pertains to franchises. The City of Orting currently has limited regulations pertaining to the deployment of small cells, microcells, distributed antenna systems, and other telecommunication systems within the City. In order to accommodate the growing need and demand for telecommunications services while protecting the character of the City of Orting and its neighborhoods, the City desires to establish standards for permitting, location, aesthetics and compatibility for telecommunication systems including small cell, microcell, and distributed antenna systems communication structures, facilities, and uses. This Ordinance, if adopted, would adopt procedures and an application for and approval of a master use permit for future installations of a telecommunication system within the City's right of way. The Architectural design has been considered and they will have to conform to City design. A Public hearing will take place in July. A representative from Verizon was present to answer questions.

Action: Move forward to Council Meeting for public hearing on July 11th.

B. AB18-44A- Ordinance No. 2018-1032, Granting a Nonexclusive Master Use Permit to Seattle SMSA Limited Partnership D/B/A Verizon Wireless.

City Attorney Charlotte briefed. Verizon Wireless, approached the City with a request to install a telecommunications system (including small-cell technology) within the City's right of way. They will need to negotiate a Master Use Permit, which sets the general terms. If a Master Use Permit is granted, Verizon would then be required to apply for project-specific permits (including but not limited to Building Permits, Right of Way Permits, etc.) for each proposed installation, which would be subject to the Architectural Design Review process. By this Ordinance, if adopted, the City Council would grant a Master Use Permit to Verizon for its future installation of a telecommunications system within the City's right of way (on existing infrastructure and/or new infrastructure).

Action: Move forward to Council Meeting may need a hearing on July 11th

C. AB18-45-Sponsorship Application- Orting Summerfest by Resolution No. 2018-06.

Councilmember McDonald briefed on the application that was presented to the CGA Committee on June 7th. The Committee reviewed the application and found it to be in compliance with City Policy. The CGA Committee recommends approval of the application from Orting Summerfest for City sponsorship.

Action: Move forward to the next Council Meeting, and place on the consent agenda.

D. AB18-46-Deputy Mayor Process- Council Rules.

Councilmember Gunther stated he would like to defer this agenda item to the next study session.

E. AB18-47-Parks Capital Budget.

City Administrator briefed. He went thru the entire history of items E F and G. And briefed on the budget. A \$200,000 grant will be lost if not used in a timely manner. Discussion was on setting \$150,000 for Calistoga, and \$50,000 for White hawk Park. The following proposed budget was handed out:

Current Fund Balance	\$765,000
2018 expected Impact Fees/REET	\$100,000
Total Funds Available	\$865,000
Expenses	
Gratzer Ballfield	\$390,000
Capital projects 2018	\$60,000
City Hall and PW facility	\$200,000
Asset Reserve	\$75,000
Fund Reserve	\$60,000
Left for new Park spending	\$200,000
Recommend Calistoga Park	\$150,000
Recommend Whitehawk Park	\$50,000

The attached document provides a potential budget that would provide \$200,000 in total for the two park plans in 2018 with the rest of the planned equipment and toys being funded in later years as phases.

Action: Back to CGA and then forward to Council Meeting.

F. AB18-47A- Calistoga Park.

Councilmember McDonald briefed. The Parks Advisory Board has been working with Parametrix to put together a Parks Plan for Calistoga (scope and budget approved by council.)The Parks Advisory Board held a public hearing on June 6th, 2018, and presented a recommendation to the CGA Committee on May 10th and on June 7th. On June 12th, the Board held a special meeting open to the public and a representative from a playground company was in attendance to answer questions relating to Option 3 for Calistoga Park which is the option that the Board recommend to CGA. Below is a recap of possible options. Councilmember Gunther did not put his recommendation behind option 3. He wanted to propose option 4. Council stated that the option had not been vetted by the Committee or the Park Board. There was further discussion about the bid process in relation to the state. Advisory Board member Jason Linkem briefed the Council that the board is recommending option #3.

Action: Move to CGA Committee.

G. AB18-47B- White Hawk Play Equipment.

Councilmember McDonald briefed. In April 2018 Staff was notified of the White hawk play structure was unstable and needed to be roped off. This was in the 3 year plan to replace by the PAB. At the Parks Advisory Board Meeting of May 2, 2018, the condition of the play structure was brought to the board's attention. The board worked on a recommendation to bring to CGA Committee. The PAB recommended removing pea gravel and putting in a big toy Option C (ages 2-5 & 5-12), and purchasing new ground cover (EWF Chips). They recommended that this be done as soon as possible. White hawk Park is a high use Park and is used by residents as well as Parks and Recreation Programs.

Action: Move forward to CGA Committee.

Administrator Bethune asked to move item L up in the agenda 7:51pm before H.

L. AB18-52-Asset Management Software implementation-AAKAVS.

Administrator Bethune encouraged Councilmembers to ask questions about the Asset Management software. Councilmember Drennen briefed on the process followed in Choosing AaKavs as the winner of the Request for Proposals. Arnatt from AaKavs briefed on the following:

- integration;
- Timeline;
- The 5 year plan.

Action: Move forward to Council Meeting to the consent agenda.

H. AB18-48-Civil Service Job Description

Treasurer Larson briefed that the City Council approved Ordinance No. 2018-1021 at the May 30, 2018 Council Meeting. This Ordinance made an amendment to OMC 2-2-3, to match state law which allows for the appointment of either a city employee or a citizen to the position of secretary and chief examiner, at the discretion of the Commission. The Job description was modified to reflect the change to the OMC and is being recommended for approval by City staff.

Action: Move forward to Council Meeting to consent agenda.

I. AB18-49- Ordinance No. 2018-33, Pertaining To Recreational Vehicles, Amending OMC Title 10, Chapter 14, Sections 1 Through 4; Title 13, Chapter 2, Sections 14 And 19; Title 13, Chapter 5, Section 6; Title 13, Chapter 6, Section 4; And Title 14, Chapter 1, Section 5.

City Attorney briefed the Council. Code Enforcement Officer Larry Isenhardt came to the City and wished to have additional power and regulatory tools to police and regulate RV occupation within the City. This Ordinance would allow the use and occupation of an RV: (1) as a permanent residence within a legally-established RV-park and/or a mobile home/manufactured home park; and/or (2) on the premises of any occupied dwelling with the permission of the occupant thereof for a period not to exceed two weeks within a six month period, provided: the occupant obtain a permit from the City and pay a fee; and the RV shall not be connected to utilities (including sewer, water or electricity), among other requirements. If adopted, this Ordinance would allow the City Council to extend the two-week period for occupation on private property upon written request, but such extension shall not exceed thirty (30) days. Discussion followed in regard to extending the time period to 90 days, making provision and for people building homes and regulations about RV's in RV parks and HOA rules versus the code. This Ordinance was reviewed by Council Committee on June 1st, 2018, and passed along for full Council review.

Action: Send back to the Public Safety Committee.

K. AB18-51- Gratzer Property- RFP for Commercial Appraisal.

Administrator Bethune briefed that the Emergency Pedestrian Evacuation Bridge System requires an easement on the Gratzer property for the landing and evacuation path of the cross highway bridge. It is time to get a commercial appraisal of the required land to begin negotiations for purchase of the easement. The City must go out for RFP to select an appraiser.

Action: Move forward with an RFP for an appraiser put on the consent agenda.

M. AB18-53- Emergency Evacuation Bridge System- Scope & Budget for 90% of Phase I Crossing of SR162.

This goal of this scope of work is to outline the tasks to complete the design of the SR162 pedestrian bridge from preliminary design through 90% plans specifications and estimate. This scope does not include any improvements to Rocky Road between the SR 162

pedestrian bridge or the route over the Carbon River. The design for this bridge will follow the preferred alternative based on preliminary drawings developed by Berger Abam. The design includes a single cast-in-place tub span across SR162 with stairways and ramp approaches at each end. Treasurer Larson stated that they have not budgeted for this expense, so he will include this in a budget amendment which will require a hearing.

Action: Move forward to Council Meeting with a hearing.

N. AB18-54- Water Operator in Training- Budget Amendment Ordinance No. 2018-1030.

Treasurer Larson briefed the council on this agenda item.

Action: Move forward to Council Meeting may need a hearing or wrap in with other budget items

O. AB18-55- Rainier Meadows Lift Station Construction.


Councilmember Gehring briefed. The City Engineer advised Council to reject all bids and go out again in the winter.

3. ADJOURNMENT

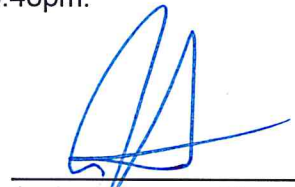
Councilmember Gehring made a motion to Adjourn.

Deputy Mayor Harman adjourned the meeting at 8:48pm.

ATTEST:



Jane Montgomery, City Clerk, CMC



Joshua Penner, Mayor