

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 Minutes

Orting Multi-Purpose Center
202 Washington Ave. S, Orting, WA
October 17, 2018
6pm

ORIGINAL

CHAIR, DEPUTY MAYOR DAVE HARMAN

1. CALL MEETING TO ORDER PLEDGE AND ROLL CALL

Deputy Mayor Harman called the meeting to order at 6:06pm.

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

Staff Present: Mark Bethune, City Administrator, Jane Montgomery, City Clerk, Scott Larson, Treasurer, Greg Reed, PW Director, Chris Gard, Chief of Police, Charlotte Archer, City Attorney.

Deputy Mayor Harman stated that they needed to add an Executive session at the end of the study session which will be item N. He also stated that items A and F needed to be pulled from the agenda.

Councilmember Drennen arrived at 6:06pm.

2. COMMITTEE REPORTS

Public Works

Councilmember Drennen briefed on the following that they are working on:

- Kansas Street/Calistoga sidewalk alignment;
- SR 162 Pedestrian Evacuation Bridge- waiting for Geo-Tech study to be done;

Councilmember Gehring briefed on:

- Sidewalk projects;
- Rocky Road easement.

Public Safety

Councilmember Hogan and Kelly briefed on the following:

- Surplus of Motorcycle;
- Surplus of Vehicles;
- RV Ordinance still in process.

Community and Government Affairs

Councilmember McDonald briefed that most items are on the agenda she would like to coordinate the RV ordinance with the Public Safety Committee. The items on the agenda are City website, term limits and a video to promote tourism.

3. STAFF REPORTS

Administrator Bethune briefed that he has been working on the following:

- Surplus of Cemetery Property;
- New Facility's, floor plan;
- Land Use issues;

- Earthquake drill will be on the 18th of October- City hall will participate and shut down from 10:00am until noon.
- Working on economic development- Saturday Market
- Real estate purchase.

Treasurer Larson briefed that he is working on the budget and that the Auditor is working at the City.

Mark Barfield, Public Works Supervisor briefed that they are:

- Cleaning out the property to get ready for the new Public Works facility;
- Maintaining right of ways;
- NPDES stormwater inspections going on;
- WWTP- preparation for winter time.

Kaaren Woods briefed that the Code Smart vendor had a family emergency and was not able to give his presentation which was scheduled on this agenda. He hope to be able to make a November agenda.

Mayor Penner briefed that Chief Gard is at Emergency Management training.

Mark Bethune briefed that he had spoken to Chief Gard and was told that Pumpkin Fest was very successful. The Police had a popcorn booth which had lines of 50 or more people. They also are working on their upcoming Christmas projects.

4. AGENDA ITEMS

A. AB18-97- Code Smart. - Pulled from the agenda.

B. AB18-84- Property Tax Levy 2019- Resolution No. 2018-15, a Resolution of the City Orting, Washington, Requesting the Highest Lawful Levy.

Treasurer Larson briefed that there have not been any changes since the hearing on the 10th of October. This resolution will raise our property tax cap by \$206,412.96 to \$1,288,969.50, which is an increase of 19.07% over the prior years' levy which was \$1,082,556.54.

Action: Move forward for a hearing for the meeting of October 30th.

C. AB18-87- Declaring Surplus Property- Resolution No. 2018-16, a Resolution of the City Of Orting, Washington, Declaring Surplus Property and Authorizing Its Disposal.

Treasurer Larson briefed on the vehicles that the City would like to surplus. Some of the vehicles were purchased with Public Works funds so a hearing will be required prior to surplus. Officer Isenhardt will run the surplus event which will be by sealed bid.

Action: Move forward for hearing for the meeting of October 30th.

D. AB18-89- Vehicle and Equipment Maintenance and Replacement Policy.

Treasurer Larson briefed that this policy was reviewed by the Public Works and the Public Safety Committee. The intent of the Policy is to control the overall cost of operating and maintaining the municipal fleet of vehicles and equipment, and maintain vehicles and equipment in a manner that extends their useful life, to control the growth of the fleet and standardize the composition of the fleet and to accurately budget for maintenance and replacement costs. This policy will also bring additional accountability to managers within the City for how they procure, maintain and dispose of their vehicles and equipment.

Action: Place on the consent agenda for the October 30th Council meeting.

E. AB18-90- Calistoga Street West Stormwater Improvements - Scope and Budget.

Councilmember Gehring briefed that this project scope and budget is for updating the existing storm drainage system due to inadequate capacity for existing land use and change in FEMA FIS 100-year flood elevation. The project will start in 2018 and carry over in to the 2019 budget.

Action: By consensus moved forward to the consent agenda for the October 30th Council meeting.

F. Discussion-Kansas St. Sw. Design- Scope of Work

This agenda item was pulled from the agenda.

G. AB18-91-RFP City Website.

City Attorney briefed that although Council does not approve RFP's this is before them to solicit any information about what Council may wish to see in a new website. The RFP was reviewed by the City's IT department. Council will provide any input by October 26th. The plan is to send the RFP out in November.

H. AB18-92- BUDGET

Scott Larson provided an updated budget reflecting the revisions that were discussed at the budget retreat on the 13th of October. Treasurer Larson also provided some information on additional items that were not discussed at the retreat. They looked at Revenues and Expenses. Staff ranked the order of priority for the items they had requested. Discussion followed. Councilmember Gunther would like to put some money in a fund for Calistoga Park Phase II. Council will digest the materials and provide the Treasurer feedback by the 30th of October.

Action: Move to the Meeting of the 30th and the Treasurer will update with the items he is provided by Council.

I. AB18-93- Term Limits.

Councilmember McDonald briefed that this came out of CGA Committee and she would like to know if Council is interested in further discussion about implementing term limits.

Councilmember Gunther is not in favor of term limits. The Mayor added that it may not be a bad idea to put the idea forward to the public for a vote, Cost of a ballot measure was a factor in the discussion. After discussion it was determined that the majority of Councilmembers would like to discuss this further. More work was determined to be needed on this topic.

Action: This will go back to CGA for further discussion.

J. AB18-94-City Video to Promote Tourism.

City Administrator Bethune briefed that the Lodging Tax committee recommended a video to promote tourism back in 2017. The City awarded RCC/RMC (PCTV) the contract to put together a tourism video of the city in 2017 for \$5,000. RCC provided a video example. The Lodging Tax Committee could not reach consensus on the finished product. The CGA Committee inherited the functions of the Lodging Tax committee but in its most recent meeting could also not reach consensus on the video product and agreed to send it on to Study Session for Council to debate.

The fund currently has \$6,168 in reserve for a tourism product. Administrator Bethune played a tourism video from Tacoma and Councilmember Gunther had an example on video that he presented. Another suggestion was to use the funds for the Daffodil Float.

Action: Take back to CGA Committee for more concepts to be developed and share both videos with PCTV.

K. AB18-96- Review and Discussion of Proposed Amendments to City Council's Rules of Procedure.

Deputy Mayor Harman briefed that he had made the proposed amendments to memorialize the process that the Council is currently participating in to move legislation forward from Committee to study session and then finally to a regular Council meeting. Discussion followed. The requested changes related to who and when an item can be added to an agenda and the responsibilities of the Deputy Mayor will be brought back to the consent agenda for the October 30th Council meeting.

L. AB18-98- Adopting Amended Fee Schedule – Resolution No. 2018-17.

Treasurer Larson briefed that the new planner who was hired in May was tasked with updating Land Use and Building and permit fees. Most of the other fees will remain the same. Discussion followed. **Action:** Staff will bring this back to a regular meeting after more clarification from the City Planner.

M. AB18-99- Orting Library & MPC Re-Roof and R&R of Siding.

Administrator Bethune briefed that the library/MPC roof is at life end. The City and Pierce County Library are in a partnership to share the cost of a re-roof. The city went out for bids to 14 roofing contractors but only received one bid from D&D Construction of Orting. The overall cost for a 50 year heavy laminated shingle and hardy plank shingle siding is \$52,332.86. Orting's share is \$26,166.53.

Action: Move forward to the consent agenda for the October 30th meeting.

N. Executive Session

City Clerk, announced that there would be an Executive Session per RCW 42.30.110(b) to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price, 10 minutes, No action is anticipated after returning to open session.

Deputy Mayor Harman recessed to Executive session at 9:30pm.

- 9:30pm- Recessed to session
- 9:40pm- Extended for 5 minutes
- 9:45pm- Extended for 5 Minutes
- 9:50pm- Extended for 5 minutes

Deputy Mayor Harman called the meeting back to order at 9:55pm.

5. ADJOURNMENT

Deputy Mayor Harman adjourned the meeting at 9:55pm.

ATTEST:


 Jane Montgomery, City Clerk, CMC


 Joshua Pehner, Mayor

Upcoming Meeting: Next Regular Meeting: October 31st, 2018, 7pm, (MPC)