



CGA Committee Minutes
MPC Conference Room – 10:00am November 7th, 2019

Nicola McDonald, Councilmember, Chair,
Michelle Gehring, Councilmember, Vice-Chair
Jane Montgomery, City Clerk- Staff Support
Mark Bethune, City Administrator

- 1. Call to Order**
- 2. Meeting Summary of October 10th, 2019- Approved**

3. Parks Report

Jason Linkem reported that the Board had not met this month due to the fact that they did not have a quorum. He informed the Committee that Phase I of Calistoga Park was still not completed due to the curbing not being finished. Greg Reed was present and provided the Committee the bids for the curbing project. The bids are ready to go forward to the next study session. Mr. Linkem also informed the Committee that many of the City's youth have approached the Board about their desire to make improvements to the skate park. Beckie Meek passed out the Parks Advisory Boards Priority List Plan.

4. Priority Agenda Items to discuss:

A. AB19-78-Legislative Priorities

Mark Bethune briefed on seven priorities that he had prepared. The Committee reviewed the priorities and were in agreement.

Action: Move forward to Study session.

B. AB 19-77-ILA- Port of Tacoma Tourism Video

Mark Bethune briefed. This ILA allows the City to bill the Port of Tacoma for a grant to support the development of a tourism video. The grant amount is \$2,500. The City Council has already budgeted approximately \$5,000 for the video. Rainier Communication Company, (RCC) plans to have the first draft of the tourism video ready for review about mid-November.

Action: Move forward to Study session.

C. AB19-65-Cemetery Surplus of Property

Mark Bethune briefed that after looking in to a BLA and after doing a RFQ for a surveying company, he believes at this point based on all the cost that the most cost effective way to proceed would be to sell the property. Committee agreed.

Action: Move forward to study session.

D. AB19-69- RFP Liability Insurance

Mark Bethune briefed The City received 2 bids, from WCIA and RMSA (AWC). The bids were scored and WCIA scored the highest. Staff recommends moving forward to award WCIA the contract for Risk Management Services.

Action: move forward to study session

E. AB19-79- Planning Contract

Mark Bethune briefed. The City issued a request for proposals (RFP) for contract planning services in 2018. At that time City staff narrowed the pool of candidates to Sound Municipal Consultants and AHBL, Inc.,

ultimately selecting Sound Municipal Consultants. Sound Municipal Consultants stepped down as the contract planner in early September 2019. The Mayor executed a short-term contract with AHBL for interim planning services. The hourly rate for the AHBL provider is \$110. The hourly rate for the previous provider was \$130. City Staff proposed a contract with AHBL, Inc. until Dec. 31, 2020 for contract planning services. This would require a waiver of the City's Purchasing Policy, which requires the issuance of an RFP/RFQ for professional services in an amount exceeding \$20,000.

Action: Move forward to Study session.

F. AB19-80- Term Limits Ordinance No. 2019-1052, An Ordinance Of The City Of Orting, Washington, Relating To Qualifications for Elected Officials; Adopting New OMC 1-6-4 And 1-6-5, Establishing Term Limits For City Council Members And Mayor. Councilmember McDonald briefed.

Action: Move forward to Study session.

5. Citizen Input-None

6. Adjournment

The meeting was adjourned at 11:05am.