

## **COUNCILMEMBERS**

Position No.

1. Tod Gunther
2. Chris Moore
3. Don Tracy
4. John Williams
5. Gregg Bradshaw
6. Greg Hogan
7. Melodi Koenig



## **ORTING CITY COUNCIL**

Study Session Meeting Minutes  
104 Bridge Street S, Orting, WA  
Zoom – Virtual  
April 20th, 2022  
6:00 p.m.

### **Deputy Mayor Hogan, Chair**

#### **1. CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL.**

Deputy Mayor Hogan called the meeting to order at 6:00pm. Councilmember Williams led the pledge of allegiance, and then roll call was taken.

**Councilmembers present:** Councilmembers Tod Gunther, Chris Moore, Don Tracy, John Williams, Gregg Bradshaw, Melodi Koenig, and Deputy Mayor Hogan.

**Staff present:** City Administrator Scott Larson, Finance Director Gretchen Russo, City Clerk Kim Agfalvi, City Planner Emily Adams, Engineer JC Hungerford, Public Works Director Greg Reed, Acting Police Chief Devon Gabreluk.

#### **2. COMMITTEE REPORTS.**

##### **A. Public Works - CM Bradshaw & CM Williams**

- Updated on the Village Green outfall and stated it is ready for bidding and the City is waiting for easement access. City Administrator Scott Larson stated that a meeting with the golf course happened Tuesday, April 19<sup>th</sup>, 2022 and the manager stated he was going to have a discussion with the owner of the golf course.
- Updated on the Kansas St. outfall and Calistoga St. stormwater improvements. He stated the project was out to bid on April 15<sup>th</sup>, 2022.
- Whitehawk Boulevard bypass is moving forward.
- Kansas outfall conveyance project had scope and budget updated for professional services to monitor construction and is an agenda item for this meeting.
- Kansas St SW reconstruction has had screening for right of way funding.
- Pedestrian Bridge costs keep increasing and Council will need to discuss what direction they want to go with the bridge.

##### **B. Public Safety - CM Moore & CM Koenig**

- Updated on success of Daffodil Parade.
- Lahar Evacuation exercise on April 29<sup>th</sup>, 2022 update.
- Video public disclosure Fees have been added to the fee schedule.
- Acting Chief of Police Devon Gabreluk educated the committee on the City of Orting drone and the need for additional batteries to operate the drone.
- Obtaining additional resources to help the Police Clerk with her duties.
- Hiring update for additional officers.
- Commendation for completion of the LEMAP report.

### C. Community and Government Affairs - CM Gunther & CM Tracy

- Update on installation of clocks in the clock tower.
- Sponsorship of events.
- Addition of wheeled all terrain vehicle ordinance for the City.

## 3. STAFF REPORTS.

### Police

Acting Police Chief Devon Gabreluk briefed on the following:

- Hiring update for new police officers.
- Finalizing traffic plans for lahar drill.
- PCTV recruitment video for police department.
- New refrigerator was delivered for the long-term storage of sexual assault kits.

### Public Works

Public Works Director Greg Reed briefed on the following:

- Ongoing night flushing.
- Pad has been poured for columbarium.
- Staff changes and the hiring of two new maintenance workers.
- Beds have been sprayed for weeds and noxious weed spraying will begin on the levee.

### City Planner

City Planner Emily Adams briefed on the following:

- Emily Adams updated that the City will be receiving a new planner as she has accepted a job with another City.

### City Clerk

City Clerk Kim Agfalvi briefed on the following:

- No update.

### Activities & Events

City Clerk Kim Agfalvi briefed on the following:

- Update on success of daffodil parade.
- Facility rental updates.
- 4<sup>th</sup> of July concert in the park with the 133<sup>rd</sup> Army National Guard Band.
- Sponsorship applications for events.
- Registration update for classes, activities, and sports.
- Update on summer adventure camp and youth outdoor adventure program.

### Administration

City Administrator Scott Larson briefed on the following:

- The City of Orting has received \$765,000.00 in right of way money for the Whitehawk Boulevard project.
- Stormwater projects have been out to bid.
- Pedestrian Bridge – value engineering update and the recommendation to complete the bid set as is.
- Resignation of Alison Williams as permit/records clerk.

## Finance

Finance Director Gretchen Russo briefed on the following:

- Working with Pierce County for low income household water assistance program to help them with their utility bills.

## Executive

Mayor Penner briefed on the following:

- Thanked staff for their hard work at the Daffodil Parade.

## 4. AGENDA ITEMS.

### A. AB22-29 – Comprehensive Plan Amendments.

Emily Adams briefed on the two comprehensive plan amendments received. One from the City of Orting and one from the Orting School District. The Orting School District is asking for a rezone from the Mixed-Use Town Center North (MUTCN) to public facilities. Emily Adams briefed on the process for comprehensive plan amendments, and the next steps for staff and Council.

**Action:** Move forward to consent agenda at the April 27<sup>th</sup>, 2022 regular business meeting.

### B. AB22-16 – Parking Strips.

City Administrator Scott Larson stated the proposed ordinance had been updated to reflect the parking strip area and that the language had been amended to clear up the confusion that existed at the last meeting. He also stated that staff will give notice to the citizens that have items in the parking strip area that need to be removed, and then the City will have a public hearing to receive comment from the community. He stated that he expected the City will make final decisions on the ordinance in the summer. Council discussion followed.

**Action:** Staff will reach out to citizens that will be affected by this change and invite them to give public testimony. The City will then will schedule a Public Hearing on the topic for the first meeting of July.

### C. AB22-36 – Kansas Outfall and Calistoga Stormwater Conveyance Project.

City Administrator Scott Larson briefed that the City of Orting had requested Parametrix, Inc. (Parametrix) provide a scope and budget for project management, design amendments, bidding assistance, office engineering and documentation, and construction observation. City Administrator Scott Larson briefed this project is out for bid, and then bids will be brought back to Public works for review. Assuming there is a low bidder, the City would move the project forward with Parametrix completing the project management and other items as needed. Council discussion followed.

**Action:** Move forward to consent agenda at the April 27<sup>th</sup>, 2022 regular business meeting.

### D. AB22-33 – Majestic View Estates GFC Waiver Request.

City Administrator Scott Larson briefed that Public Works Director Greg Reed received a request for a waiver on an irrigation meter for an area that includes a park in the Majestic View Estates Neighborhood. Staff confirmed that other neighborhoods paid for irrigation meters for their parks and also stated that it is our typical practice and, in the Orting, Municipal Code to charge for these types of projects. Council discussion followed.

Council discussion followed.

**Action:** Draft letter to the requestor stating that the GFC stands as is.

### E. AB22-25 – ARPA Fund Allocation.

City Administrator Scott Larson briefed that the ARPA committee met on April 7<sup>th</sup>, 2022 and items discussed were ways to help fund the pedestrian bridge and a City request to fund a community service officer. He stated the community service officer would work with the school resource officer, Recovery Café of Orting Valley, and would complete other functions for community outreach as needed.

*Americans with Disabilities Act – reasonable accommodations provided upon request (360) 893-2219*  
**Next Regular Meeting: April 27th, 2022 7:00pm**

Council discussion as followed.

**Action:** Move forward to consent agenda at the April 27<sup>th</sup>, 2022 regular business meeting.

**F. AB22-28 – 2022 Budget Amendment.**

Finance Director Gretchen Russo briefed on the 2022 budget amendments for ARPA and the ability to claim the money for lost revenue. She asked for permission to move the funds to the general funds account and also stated the City also wanted to purchase suppressors and rifles. Other items discussed were parks funds as well as Transportation Benefit District (TBD) funds and transportation impact. Finance Director Gretchen Russo also stated the City wanted to add term limited Activities and Events assistants to the budget to have them help with upcoming parks and recreation activities.

Council discussion followed.

**Action:** Finance Director Gretchen Russo will be bringing back an amended agenda bill for this item clarifying the general find expenses. Move forward to the April 27<sup>th</sup>, 2022 regular business meeting as a standalone item.

**G. AB22-27 – Key Bank Credit Card Limit Increase.**

Finance Director Gretchen Russo stated that staff would like to increase the Key Bank credit limit from \$25,000 to \$40,000 and reiterated that the City does pay off the bill in full each month. She stated that with inflation and rising costs, the City has had to delay purchases due to the credit limit being reached. Finance Director Gretchen Russo stated that this increase will enable the City to fund daily operations in a timely matter.

**Action:** Move forward to consent agenda at the April 27<sup>th</sup>, 2022 regular business meeting.

**H. AB22-30 – Kingsmen Car Show Sponsorship and Orting Valley Farmers Market Sponsorship.**

City Clerk Kim Agfalvi briefed that the City of Orting has received requests for sponsorship from the Kingsmen Car Show and the Orting Valley Farmers Market. She stated both applications are complete and insurance information has been submitted. City Clerk Kim Agfalvi also stated that she will ask Sam Colorossi about the status of the proposed street closures for the Kingsmen Car Show.

**Action:** Move forward to consent agenda at the April 27<sup>th</sup>, 2022 regular business meeting.

**I. AB22-31 – Arizona State Purchasing Cooperative.**

Finance Director Gretchen Russo briefed that when the City tried to purchase a new police car through the state of Washington, and car delivery was delayed until 2023. Other agencies in Washington are using the Arizona State Purchasing cooperative to get items needed that are not available locally. She stated cooperative purchasing saves time and purchasing costs through ready to use, competitively solicited contracts and that this specific purchasing cooperative agreement would provide access to multiple contracts to include a contract for the purchase of a police vehicle.

**Action:** Move forward to consent agenda at the April 27<sup>th</sup>, 2022 regular business meeting.

**J. AB22-32 – Establishing 2022 Council Goals.**

City Administrator Scott Larson briefed on the seven Council goals that were discussed at the Goals Meeting held on March 23<sup>rd</sup>, 2022. He stated that in previous years the Council's goals were passed by resolution, and that a resolution for the 2022 goals was had been prepared for approval at the April 27<sup>th</sup>, 2022 meeting.

**Action:** Move forward to consent agenda at the April 27<sup>th</sup>, 2022 regular business meeting.

**K. AB22-34 – 2021 Fee Schedule Changes.**

Finance Director Gretchen Russo briefed that there are two items to add to the approved fee schedule. One of the items is a fee for public disclosure requests for video footage for non-interested parties. There is also a clarification of a fee for water meter removals, and a fee for an hourly rate for a Capital Projects Manager.

**Action:** Move forward to consent agenda at the April 27<sup>th</sup>, 2022 regular business meeting.

**L. AB22-35 – Vision Statement.**

City Administrator Scott Larson briefed on two proposed vision statements for the City of Orting. He briefed on the current City of Orting Vision statement, and two proposed statements for the future of the City of Orting. Council discussion followed.

**Action:** Make proposed changes to the presented vision statement and bring back to study session in May 2022.

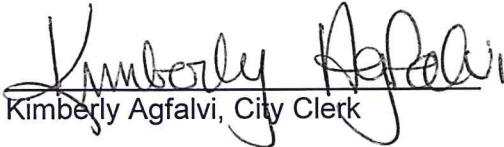
**5. EXECUTIVE SESSION.**

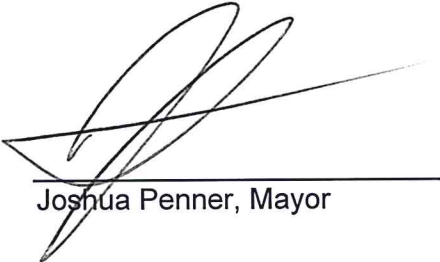
No executive session.

**6. ADJOURNMENT.**

Deputy Mayor Hogan adjourned the meeting at 8:10pm.

ATTEST:

  
Kimberly Agfalvi, City Clerk

  
Joshua Penner, Mayor