



**CGA Committee Minutes**  
**July 5th, 2023**  
**8:30am**

**Greg Hogan, Councilmember, Chair**

**Melodi Koenig, Councilmember**

**Kim Agfalvi, City Clerk**

**Scott Larson, City Administrator**

**Gretchen Russo, Finance Director**

**Danielle Charchenko, Executive Assistant/Records Clerk**

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**1. Call to Order.**

Councilmember Greg Hogan called the meeting to order at 8:37am. In attendance at the meeting was Councilmember Melodi Koenig, Councilmember Greg Hogan, City Administrator Scott Larson, City Clerk Kim Agfalvi, and Finance Director Gretchen Russo.

**2. Parks Report.**

No parks report.

**3. Public Comments.**

No public comments.

**4. Agenda Items**

**A. Banners and Advertising.**

City Administrator Scott Larson briefed that the City had received a request for advertising at the baseball fields and stated staff had drafted a policy for advertising. He briefed the City currently issues a permit for advertising in one location and stated staff wanted guidance from Council. Councilmember Koenig asked City Administrator Scott Larson for recommendation on next steps. City Administrator Scott Larson stated there is currently one location over SR 162 that the City will issue a permit for. Committee discussion followed.

**Action:** Bring back to August 2, 2023 CGA Committee meeting.

**B. Baseball Field Cost Analysis.**

City Administrator Scott Larson briefed that staff is still reviewing this item and needed additional time to review numbers.

**Action:** Bring back to August 2, 2023 CGA Committee meeting.

**C. Commercial Use of the Right of Way (RoW).**

City Administrator Scott Larson briefed that currently the City can issue permits for selling items in the right of way and stated that the language regarding regulations is vague. He stated that staff had drafted an ordinance that would address accessibility and restricting sales in the RoW to sidewalks that are at least seven feet wide and regulations regarding any applicable fees. Committee discussion followed.

**Action:** Move forward to July 19<sup>th</sup>, 2023 study session.

**D. AB23-60 – Comprehensive Plan Public Participation Process.**

City Administrator Scott Larson briefed that the City Planner had prepared two documents for Council to review, which included a resolution outlining a proposed Public Participation Plan and an amendment to how the City will accept comprehensive plan amendments during the update process. He stated the Public Participation Plan aims to meet the requirements of the Washington State Growth Management Act (GMA) to ensure the community is well-informed and engaged in the decision-making process. City Administrator Scott Larson briefed the second item prepared was a project memorandum outlining the bills passed by state legislature in 2023 that will impact the City's work on the Comprehensive Plan Update which would mainly be housing policies. Committee discussion followed.

**Action:** Move forward to July 19<sup>th</sup>, 2023 study session.

**E. AB23-64 – Deputy Mayor Selection Process.**

City Administrator Scott Larson briefed that per Council rules the Deputy Mayor position expires January 31<sup>st</sup>, 2024 and that Deputy Mayor Bradshaw's term expires on December 31<sup>st</sup>, 2023, which will leave Council without a Deputy Mayor for 31 days. Committee discussion followed.

**Action:** Move forward to July 19<sup>th</sup>, 2023 study session.

**F. AB23-61 – Investment Policy.**

City Administrator Scott Larson briefed the City currently invests money and that the City follows current state laws but does not have its own policy. He stated the policy was reviewed by the Washington State Public Treasurer's Association and that the policy is a standard public agency investment policy.

**Action:** Move forward to July 19<sup>th</sup>, 2023 study session.

**G. AB23-62 – OMNIA Partners Purchasing Policy.**

City Administrator Scott Larson briefed that OMNIA Partners Purchasing Policy is a government purchasing cooperative to bid vehicles, equipment, and services with vendors. He noted that the policy will utilize contracts that the purchasing cooperative had negotiated instead of going through a formal bidding process streamlining purchasing. Committee discussion followed.

**Action:** Move forward to July 19<sup>th</sup>, 2023 study session.

**H. AB23-63 – Red Hat Days Sponsorship.**

City Clerk Kim Agfalvi briefed on the special event application received for Red Hat Days on Saturday, October 7<sup>th</sup> and noted that the application items were complete and received in a timely manner.

**Action:** Move forward to July 19<sup>th</sup>, 2023 study session.

**I. AB23-66 – Summerfest Sponsorship.**

City Clerk Kim Agfalvi briefed the special event application received for Orting Summerfest on Sunday, August 27<sup>th</sup>, 2023 and stated there will be a church service held in the park before the event and City sponsorship is only for the public event portion of the event, which begins after the church service. She noted that all application items were complete and received in a timely manner.

**Action:** Move forward to July 19<sup>th</sup>, 2023 study session.

**J. AB23-65 – Social Media Policy.**

City Clerk Kim Agfalvi briefed that a Social Media Policy has been drafted to outline internal and external guidelines. Committee discussion followed.

**Action:** Move forward to July 19<sup>th</sup>, 2023 study session.

**K. AB23-66 – City of Roy Interlocal Agreement.**

City Administrator Scott Larson briefed that the Mayor of Roy and City Attorney had reached out for assistance to the City of Orting for assistance for clerk duties while in the hiring process for a full-time clerk. He stated Executive Assistant Danielle Charchenko had been working at the City of Roy two days a week since May and that staff had drafted an Interlocal Agreement to provide reimbursement to the City of Orting for time, benefits, and overtime. Councilmember Koenig recommended mileage and travel time be included.

**Action:** Move forward to July 19<sup>th</sup>, 2023 study session.

**4. Meeting Minutes of June 7<sup>th</sup>, 2023.**

Meeting minutes of June 7<sup>th</sup>, 2023 were approved.

**6. Action Items/Round table review.**

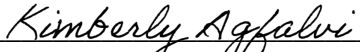
Final comments.

Identify Items that are ready to move forward, establish next meeting's agenda.

**7. Adjournment.**

Councilmember Koenig adjourned the meeting at 9:16am.

ATTEST:

  
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Kimberly Agfalvi, City Clerk, CMC