



CGA Committee Agenda
November 6th, 2024
9:00am

Councilmember Greg Hogan
Councilmember Jeff Sproul
City Clerk Kim Agfalvi
Scott Larson, City Administrator
Gretchen Russo, Finance Director
Danielle Charchenko, Executive Assistant/Records Clerk
Community Development Director Kim Mahoney

This meeting is being held in person and through the platform zoom. A link for virtual participation can be found on the agenda or on the City's website.

Zoom link: <https://us06web.zoom.us/j/83569038388?pwd=2GUa5ZNnYy0XhKRWEwy4bil0gt79pp.1>
Meeting ID: 835 6903 8388
Password: 995451

1. Call to Order

2. Public Comments

3. Agenda Items

- A. AB24-108 – Comprehensive Plan Update.**
- B. AB24-112 – Preliminary Plat vs. Final Plat.**
- C. AB24-110 – Sign Code Regulation – Window Cling**
- D. AB24-109 – Parking Code Interim Control MUTC Zone.**
- E. AB24-117 – November Council Meeting Date.**
- F. AB24-116 – Grant Policy Review.**
- G. AB24-114 – Director Contracts.**
- H. AB24-115 – Chamber of Commerce General Discussion.**
- I. AB24-118 – OSTOP Use of the Council Chambers.**
- J. AB24-104 – Fisherman Parking.**
- K. AB24-121 – City Facility Discussion.**
- L. AB24-83 – Legislative Priorities.**
- M. AB24-70 – Council Goals.**
- N. AB24-120 – Recovery Café Grant Request.**

4. Meeting Minutes of October 2nd, 2024.

5. Action Items/Round table review.

Final comments.

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

6. Adjournment



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee:	Study Session Dates	Regular Meeting Dates
Subject:	AB24-108	11.6.2024 CGA	10.16.2024	
2024 Comprehensive Plan Periodic Update	Department:	Community Development Department		
	Date Submitted:	10.23.2024		
Cost of Item:	\$138,437.54 (thru August 2024)			
Amount Budgeted:	\$146,565.00			
Unexpended Balance:	\$8,127.46 (thru August 2024)			
Bars #:	001-558-60-41-008			
Timeline:	<ul style="list-style-type: none"> • Request Planning Commission recommendation to Council at Special Meeting on November 18, 2024 • Move forward to Council study session on November 20, 2024 • Hold public hearing at Council during regular meeting on December 11, 2024 with potential action to follow. 			
Submitted By:	Kim Mahoney, Community Development Director			
Fiscal Note:	None			
Attachments:	Puget Sound Regional Council (PSRC) review comments, Puget Sound Energy (PSE) review comments, Department of Natural Resources (DNR) review comments			
SUMMARY STATEMENT:				
<p>As a fully planning city under the Washington Growth Management Act (GMA), the City of Orting is required to periodically update its Comprehensive Plan. Orting’s Comprehensive Plan is required to be updated by the end of 2024, and every 10 years thereafter; the plan should reflect recently adopted legislature governing requirements for Comprehensive Plans, reflect the goals and policies of the region and the county as adopted by the Puget Sound Regional Council (PSRC) and by Pierce County, and reflect the particular values, vision, culture, and goals of the local Orting community.</p> <p>Over the last year and a half, staff and its consulting team have work diligently to update Orting’s Comprehensive Plan in a manner which is both compliant with external agency requirements and considerate of public comments from Orting’s community members and input from its elected and appointed officials. The resulting draft 2024 Comprehensive Plan Periodic Update includes revisions made to each of the current plan’s elements, preparation of new elements where required by statute, and ancillary edits made to the Orting Municipal Code (OMC) to implement the updated Comprehensive Plan. Changes include:</p> <ul style="list-style-type: none"> • Revised Introduction, Land Use element, Housing element, Transportation element, Economic Development element • Revised and combined Capital Facilities and Utilities element • New Natural Environment element, new Land Capacity Analysis appendix, and new Economic Baseline Analysis appendix • Amendments to Title 12, Subdivision Regulations; Title 13, Development Regulations; and Title 15, Development Code Administration 				

The City's SEPA Responsible Official issued a Determination of Nonsignificance (DNS) for the project on September 16, 2024. The DNS was noticed consistent with public noticing requirements set forth in the OMC. The SEPA comment period ran from September 16 – 30, 2024; three comments from the general public were received and two comments from agencies were received. Comments from members of the general public were responded to by staff's consultants, and agency feedback on recommended edits will be considered for incorporation into the final draft version of the Comprehensive Plan.

The draft 2024 Comprehensive Plan Periodic Update has been transmitted to PSRC and the Washington Department of Commerce (Commerce) for each agency's review of their respective requirements. It is anticipated that any feedback would be received from these agencies no later than November 15, 2024.

A public hearing was held by the Orting Planning Commission on October 7, 2024; no members of the public attended or offered comment at the hearing.

A special meeting has been scheduled with the Planning Commission on November 18, 2024 to request their recommendation to City Council on the adoption of the updated Comprehensive Plan. It is expected that any edits recommended to be made by PSRC and Commerce will be made, if appropriate, in the days preceding Planning Commission's special meeting. It is expected that staff would present Planning Commission's recommendation to City Council at their study session on November 20, 2024 and request the City Council to move the item to their December 11, 2024 regular meeting for a public hearing with possible action to follow.

Staff is presenting regular updates at CGA, City Council, and Planning Commission meetings to best apprise each body of the project's progress toward adoption. The intent of staff's presentation at the November 6, 2024 CGA meeting is to provide CGA with comments that have been received on the project since staff's last presentation before Council and address any questions in a public setting with a committee of the Council. Since staff's last presentation to Council at its study session on October 16, 2024, staff has received recommended edits from PSRC, PSE, and DNR; staff will contemplate the recommendations and incorporate them, as appropriate, in its recommendation to Planning Commission on November 18, 2024.

RECOMMENDED ACTION: Action:

Informational item only.

FUTURE MOTION: Motion:

To adopt Ordinance No. 2024-1135, an ordinance of the city of Orting, Washington, adopting the city's 2024 comprehensive plan update including a revised introduction; revised land use element; revised housing element; revised transportation element; revised economic development element; revised and combined capital facilities and utilities element; new natural environment element; new land use capacity appendix; and new economic baseline analysis appendix; providing for severability; and establishing an effective date.

To adopt Ordinance No. 2024-1136, an ordinance of the city of Orting, Washington, adopting revisions to the Orting Municipal Code (OMC) to implement amendments in the city's 2024 comprehensive plan update including amendments to title 12, subdivision regulations; title 13, development regulations; and title 15, development code administration; providing for severability; and establishing an effective date.

Kimberly Mahoney

From: Sears, Tricia (DNR) <Tricia.Sears@dnr.wa.gov>
Sent: Tuesday, October 22, 2024 2:35 PM
To: Planner
Cc: Sears, Tricia (DNR); Guida, Eric (COM)
Subject: Orting's Comprehensive Plan and Development Regulations update (Commerce ID# 2024-S-7457): WGS comments

Follow Up Flag: Follow up
Flag Status: Flagged

10/22/24

Hello MillieAnne,

In keeping with the interagency correspondence principles, I am providing you with comments on Orting's Comprehensive Plan and Development Regulations update (Commerce ID# 2024-S-7457).

For this proposal submitted via Planview, I looked at the proposal and focused on areas related to WGS work. Of note, but not limited to, I look for language around the geologically hazardous areas, mineral resource lands, mining, climate change, and natural hazards mitigation plans.

Specifically in this proposal, I reviewed the three documents 20240916 Packet CPU 1, 2, and 3.

CPU Packet 1, on page 1-2, suggest adding a reference to critical areas in the Natural Environment category of the diagram of Elements. On page 1-12, the Natural Environment Element has new language proposed and old language with strikethrough. Why is that language being struck? Critical areas are mentioned multiple times in this packet, but geologic hazards are not mentioned. Perhaps add a statement that notes additional information is found in the Natural Environment Element.

CPU Packet 2, has no mention of critical areas or geologic hazards.

CPU Packet 3, contains the Natural Environment Element. There are two paragraphs to describe the geologic hazard areas. There is no map. Suggest adding a map. Climate and Climate Change is a section on page NE-9 and Hazard Mitigation Planning is a section on page NE -11. There are multiple climate change and hazard related sections included. Nice job on including hazards, hazard mitigation planning, and climate resilience in your comp plan. Suggest putting a description early in the Natural Environment Element that clearly states/summarizes all the hazards identified in the hazard mitigation plan and critical areas identified for Orting. Then notes they will be described in subsequent paragraphs. It could be helpful for the reader.

Recognizing the limitations of the current proposals, I want to mention that it would be great for you to consider these in current or future work, be it in your comprehensive plan, development code, and SMP updates, and in your work in general:

- Consider adding a reference to WAC 365-190-120 geologically hazardous areas for definitions in other areas besides the CAO. In addition, consider adding a reference to WAC 365-196-480 for natural resource lands.
- Consider adding a reference to the WGS Geologic Information Portal in other areas besides the CAO. If you have not checked our interactive database, the WGS Geologic Information Portal, lately, you may wish to do so.
[Geologic Information Portal | WA - DNR](#)

- If you have not checked out our Geologic Planning page, you may wish to do so. [Geologic Planning | WA - DNR](#)

Thank you for considering our comments. If you have any questions or need additional information, please contact me. For your convenience, if there are no concerns or follow-up discussion, you may consider these comments to be final as of the 60-day comment deadline of 11/15/24.

Cheerio,
Tricia

Tricia R. Sears (she/her/hers)
Geologic Planning Liaison
Washington Geological Survey (WGS)
Washington Department of Natural Resources (DNR)
Cell: 360-628-2867 | Email: tricia.sears@dnr.wa.gov

City of Orting
Comprehensive Plan - Capital Facilities and Utilities Element

Goals and Policies

We support the City's comprehensive plan goals and policies for the Capital Facilities and Utilities Element, and have the following comments:

- Goal U1 It is essential that the anticipated demand for electric and natural gas facilities keep pace with development and/or redevelopment within the City. This includes anticipated demand for increased electrification as customer's transition away from fossil fuels.
- Policy 1.2 The policy addresses the adequacy of Level of Service. It is important to note that while PSE is not required to meet a specific Level of Service, it is mandated through the Revised Code of Washington to serve customers concurrently with electric service. Although natural gas is considered a fuel of choice, the ability to provide natural gas to customers still exists in Washington State (e.g., HB 1589). This does not include new construction that falls under new state building code requirements.
- Policy U1.3 It is important that the City and PSE coordinate on the provision of services to residential and businesses in Orting. PSE is keenly interested in understanding the City's land use growth strategy and how it may/may not affect our existing facilities or drive the need for new facilities.
- Policy U1.4 With respect to the subsections b. and c., PSE is supportive of the City's policy regarding our ability to provide service, maintain and operate existing facilities and services; and construct new facilities when warranted.
- Goal U2 PSE looks forward to working with the City and any amendments to its development regulations with respect to the siting, development and operation of its facilities with the intent of having the least impact possible upon adjacent properties.
- Policy U2.1 With respect to screening and landscaping around PSE's facilities, mitigation of potential impacts will be conducted through the state's SEPA review process as well as applicable City codes including site plan review processes. It is important to note that due to safety and security of its facilities, PSE has been modifying its approach to screening.

Natural Gas

On page 13, at the end of the first paragraph we recommend an update to change the supply main range from 4" to 20" to 2" to 20". Additionally, PSE currently operates one 2" high-pressure natural gas main within the City of Orting.

Electric

We recommend updating the customer numbers on page 9: **"PSE has approximately 1.2 million electric and over 900,000 natural gas customers..."**

We also suggest replacing the first paragraph under Electrical System with the following language:

"The City of Orting is mainly served from one 115/12kV distribution substation, namely Orting substation. This substation, with circuit ties to several adjacent substations including a well-connected transmission backbone system, is currently serving the city and surrounding population. The electrical system can be expanded as the area load develops. The timing of any future capacity additions is largely dependent on the development growth of the City, as well as any reliability-related improvement work that would be needed. "

We've updated the table on page 11:

Table CFU-1: Electrical Utilities: Existing Capacity in MVA*

Distribution Substations	Capacity*	Winter Load* (1/16/2024)	Summer Load* (8/16/2023)
Orting	25	25	24
Rhodes Lake	25	22	25
Kapowsin	25	11	6
Gardella	25	23	21
Knoble	25	13	11
Total	125	94.0%	76.0%

*MVA – Mega Volt Amperes

Listed below are recent and future Regional System Planning Projects. The future new circuit listed in the Comprehensive Plan was constructed and put in service on 3/15/2016.

Location and Scope	Project Purpose	Distribution Circuit	Construction Year	In Service
Orting Substation (New Feeder Circuit)	Targeted Capacity	ORT-26	2016	3/15/2016
126 th Ave East (Treewire)	WPC Reliability	ORT-22	2017	12/8/2017
200 th Street East (Treewire)	WPC Reliability	ORT-22	2018	10/8/2018
208 th Street East (Underground Feeder Tie)	Targeted Reliability	ORT-23	2018	11/27/2018
Orting-Kapowsin Highway (Underground Feeder Conversion)	Proactive Underground Conversion - Reliability	ORT-22	2025	1/29/2026



Puget Sound Regional Council

1201 Third Avenue, Suite 500, Seattle, WA 98101-3055 | psrc.org | 206-464-7090

October 15, 2024

Kim Mahoney, Community Development Director
City of Orting
104 Bridge St S.
Orting, WA 98360

Subject: PSRC Comments on City of Orting Draft Comprehensive Plan

Dear Ms. Mahoney,

Thank you for providing an opportunity for the Puget Sound Regional Council (PSRC) to review a draft of the City of Orting's comprehensive plan. We recognize that the city has invested a substantial amount of time and effort in developing the draft plan and appreciate the chance to review the plan while in draft form. This timely collaboration provides an opportunity to review plan elements and prepares the city well for [certification](#) by PSRC once the full plan has been adopted.

We suggest the city consider the following comments as further work is completed for the comprehensive plan update to align with [VISION 2050](#) and the Growth Management Act. In particular, we encourage the city to work towards a final plan that addresses transportation and housing requirements and includes land use assumptions consistent with adopted growth targets throughout the plan.

We reviewed the draft plan using the PSRC [VISION 2050 Consistency Tool](#). Key sections of the consistency tool are listed below on the left along with relevant comments on the draft plan on the right.

Regional Growth Strategy

Plan Review Consistency Tool	PSRC Comment on Draft Plan
<p>Use land use assumptions substantially consistent with countywide growth targets (RCW 36.70A.070, WAC 365-196-430, VISION 2050 Regional Growth Strategy)</p>	<p>The city should ensure the final plan uses land use assumptions throughout that are substantially consistent with the adopted countywide growth targets. There are currently inconsistencies in the draft, including the employment growth target in the land use element (page LU-2).</p>

Transportation

<p>Provide travel demand forecasts and identify state and local system projects, programs, and management necessary to meet current and future demands and to improve safety and human health (RCW 36.70A.070, MPP-T-4-5)</p>	<p>The city must identify projects and programs, including roadway projects, non-motorized projects, and system maintenance, necessary to meet transportation demands. The plan currently includes only roadway projects in the 2044 Improvement Program list. The plan must include a complete project list, including non-motorized and maintenance projects. Information on these requirements is provided in Commerce’s Transportation Element Guidebook.</p>
<p>Include a 20-year financing plan, as well as an analysis of funding capability for all transportation modes (RCW 36.70A.070(3), RCW 36.70A.070(6)(a)(iv), WAC 365-196-415, WAC 365-196-430, MPP-RC-11-12, T-6, T-15)</p>	<p>The Growth Management Act (RCW 36.70A.070(6)) requires that local comprehensive plans include a multiyear transportation financing plan for how the jurisdiction will meet the mobility needs identified for the planning period. The plan includes a list of transportation investments and estimated costs. It includes a list of funding sources but should also include estimated probable revenues available to the city and an analysis of the sufficiency of funding resources</p>

Plan Review Consistency Tool	PSRC Comment on Draft Plan
	<p>compared to estimated costs identified. Further guidance on how to address the financial analysis in the plan can be found in the Department of Commerce’s Transportation Element Guidebook, pages 202-212.</p>
<p>Identify maintenance and system preservation projects and programs necessary to maintain the ability of the transportation system to provide safe, efficient, and reliable movement of people, goods, and services (RCW 36.70A.070, MPP-T-1-2, T-4)</p>	<p>The plan should include at least a conceptual plan for maintenance in the 20-year project list and financing plan. PSRC’s Transportation Element Guidance provides information for developing a project list.</p>
<p>Include state facilities and reflect related (regional/state) level-of-service standards (RCW 36.70A.070, RCW 36.70A.108)</p>	<p>The plan correctly states that SR 162 is a Highway of Regional Significance. It should clearly identify the level of service standard for SR 162 (LOS D). Policy T1.30 states that the standard for SR 162 is LOS E through part of Orting.</p>
<p>Increase the resilience of the transportation system and support security and emergency management (MPP-T-31)</p>	<p>The plan should include a policy to prepare the transportation and other systems for emergencies.</p>

Housing

<p>Expand the diversity of housing types for all income levels and demographic groups, including low, very low, extremely low, and moderate-income households (MPP-H-2-6, H-9)</p>	<p>The city should clarify the capacity for housing to meet various income levels. In the draft plan, ADUs are included as providing capacity for housing under 80% AMI. Guidance from Commerce considers ADUs as moderate income (80->120% AMI) for higher-cost communities. All central Puget Sound cities are considered higher-cost communities. The plan must also demonstrate capacity for allocated emergency housing needs.</p>
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Plan Review Consistency Tool	PSRC Comment on Draft Plan
	Commerce’s Guidance for Updating Your Housing Element (Book 2) is a useful resource.
Identify and begin to undo local policies and regulations that result in racially disparate impacts, displacement, and exclusion in housing, including zoning that may have a discriminatory effect and areas of disinvestment and infrastructure availability	Analysis of racially disparate impacts, exclusion, and displacement should be included in the draft plan or an accompanying housing analysis. Commerce provides guidance on how to approach analysis of racially disparate impacts. PSRC’s Community Profiles include Racially Disparate Impacts measures that may be helpful.

Environment

Protect and restore native vegetation and tree canopy (MPP-En-9, En-13)	The plan includes a policy to encourage use of native vegetation. It should also include a policy to protect and restore tree canopy.
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PSRC has resources available to assist the city in addressing these comments and inform development of the draft plan. We have provided links to online documents in this letter, and additional resources related to the plan review process can be found at <https://www.psrc.org/planning-2050/vision/vision-2050-planning-resources>.

We appreciate all the work the city is doing and the opportunity to review and provide comments. We are happy to continue working with you as the draft progresses through the update and adoption process. If you have any questions or need additional information, please contact me at eharris@psrc.org.

Sincerely,



Erika Harris, AICP, Growth Management Planning
Puget Sound Regional Council

cc: Review Team, Growth Management Services, Department of Commerce



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee:	Study Session Dates	Regular Meeting Dates
Subject:	AB24-112	CGA		
Preliminary Plat v. Final Plat				
	Department:	Community Development Department		
	Date Submitted:	10.23.2024		
Cost of Item:	N/A			
Amount Budgeted:	N/A			
Unexpended Balance:	N/A			
Bars #:	N/A			
Timeline:	Informational item only.			
Submitted By:	Kim Mahoney, Community Development Director			
Fiscal Note: None				
Attachments: None				
SUMMARY STATEMENT:				
<p>At its October 16, 2024 study session, City Council reviewed the periodic update to Orting’s Comprehensive Plan and its implementing development regulations set forth in OMC Titles 12, 13, and 15. City Council specifically inquired as to staff’s proposal to amend the approval of final plats in Orting from a Type 4 Council process to a Type 2 Administrative process. Council expressed concern with losing its discretionary opportunities for the platting process and concern with its impression that the executive branch of city government was attempting to stand as the legislative branch. With these concerns introduced, staff recognized its need to provide more clarity around the recommended change to the final plat approval process.</p>				
<p>Where is discretion involved in the platting process?</p> <p>To the degree that discretion is involved in the platting process, only the preliminary plat includes approval criteria that is broad enough to be interpreted with discretion. Largely, this is approval criteria is found in OMC 12-5-3(B) and (D), which read as follows:</p>				
<p>OMC 12-5-3(B): Appropriate provisions are made for the public health, safety and general welfare and for such open spaces, drainageways, streets or roads, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and school grounds and all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who walk to and from school.</p>				
<p>OMC 12-5-3(D): The public use and interest will be served by the platting of such subdivision and dedication.</p>				
<p>The matter of whether the public good is served by a subdivision affords the decisionmaker with some discretion in its interpretation as to how “public good” is served. Conditions of approval can be incorporated in the preliminary plat’s decision which aim to satisfy this criterion.</p>				

Is discretion inherent in the final plat approval process?

No. Criteria for final plat approval is an objective review of the final plat’s consistency with relevant statute, ordinances, and with the criteria of approval issued during the preliminary plat’s approval. The criteria requires a review of the plat’s adherence to prescriptive Public Works standards, zoning dimensional requirements, dedications of land, and the like; criteria borrowing on subjectivity of the decisionmaker is not a component of the final plat approval process.

As an example, City Council may have found that the public good is served by requiring a stub road for future connectivity be incorporated into the preliminary plat approval. Approval of final plat simply requires the decisionmaker to confirm the stub road is incorporated into the plat. The discretion to apply the requirement is inherent in the preliminary plat approval, not the final plat approval.

Is legislative authority carried out by the executive branch if plats are administratively reviewed?

No. The authority to amend final plat approval processes to an administrative process is granted by Washington state via RCW 58.17.100, which specifies that the legislative branch may, by ordinance, delegate final plat approval authority to administrative personnel.

RCW 58.17.100: The legislative authorities of cities, towns, and counties may by ordinance delegate final plat approval to an established planning commission or agency, or to such other administrative personnel in accordance with state law or local charter.

The RCW does not remove the authority of the legislative body, but rather provides latitude for the legislative body to enact legislation that changes process; this is a typical function of City Council and does not grant legislative power to the executive function of the city.

RECOMMENDED ACTION: Action:

Informational item only.

FUTURE MOTION: Motion:

N/A.



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee:	Study Session Dates	Regular Meeting Dates
Subject:	AB24-110	CGA		
Internal Sign Regulations				
	Department:	Community Development Department		
	Date Submitted:	10.23.2024		
Cost of Item:	N/A			
Amount Budgeted:	N/A			
Unexpended Balance:	N/A			
Bars #:	N/A			
Timeline:	Informational item only.			
Submitted By:	Kim Mahoney, Community Development Director			
Fiscal Note: None				
Attachments: None				
SUMMARY STATEMENT:				
<p>At its October 7, 2024 meeting, the city’s Planning Commission discussed its regular agenda item of sign code violations with staff. The Planning Commission expressed concern with the installation of unpermitted window cling, a type of sign that has historically been regulated when installed on the exterior of the building and not regulated when installed on the interior of the building. This matter had previously been discussed at the Planning Commission’s meeting in August when one of the Commissioners suggested that the city might reconsider its position on regulating window cling, regardless of whether it is internally or externally installed. Staff introduced that idea to Planning Commission during its October meeting; the Planning Commission conveyed disinterest in deregulating window cling entirely and instead asked staff to explore whether the city could expand its regulatory authority to include regulating signs inside of structures.</p> <p>At present, the Orting Municipal Code (OMC) exempts interior signs not visible from streets from regulation against the sign code. It has been a longstanding practice to also exempt signs installed on the interior of structures (even if they are visible from streets) given the far-reaching implications of attempting to apply Orting’s Architectural Design Regulations to all visibly interior components of structures.</p> <p>Staff seeks guidance from CGA as to whether Council has appetite for expanding the city’s regulatory arm to include features inside of structures. Staff also seeks guidance on whether the OMC should be amended to more pointedly address the city’s position on its extent of design and sign regulation.</p>				
RECOMMENDED ACTION: <u>Action:</u>				
Informational item only.				
FUTURE MOTION: <u>Motion:</u>				
N/A.				



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee:	Study Session Dates	Regular Meeting Dates
Subject:	AB24-109	11.6.2024		
Interim Control, Downtown Parking	Department:	Community Development Department		
	Date Submitted:	10.23.2024		
Cost of Item:	N/A			
Amount Budgeted:	N/A			
Unexpended Balance:	N/A			
Bars #:	N/A			
Timeline:	Move forward to Council study session on November 20, 2024			
Submitted By:	Kim Mahoney, Community Development Director			
Fiscal Note: None				
Attachments: Draft Ordinance 2024-1137; RCW 36.70A.390				
SUMMARY STATEMENT:				
<p>Staff has come to understand that its regulations on off-street parking, particularly as they apply in Orting’s downtown core, are often a significant barrier to the establishment of new businesses and the expansion of existing businesses. In working with prospective new business owners or business owners interested in growing their operations, staff has learned that the generally built out nature of the downtown core, lack of available vacant land, and underground development limitations largely prohibit the development of parking facilities compliant with the Orting Municipal Code (OMC) and Public Works standards. Faced with these challenges, businesses often do not establish or do not grow in our community.</p> <p>Staff reason that the parking requirements of the OMC unintentionally act averse to the downtown revitalization and economic development goals established by City Council which largely aim to create a cohesive business environment in Orting’s downtown core, and particularly aim to evaluate Orting’s parking regulations. When applied in the downtown core, Orting’s parking regulations disincentivize entrepreneurial spirit and may deserve revision to enact Council’s priorities.</p> <p>Staff also reason that rushed legislation is often faulty and inconsistent; therefore, staff propose preparation and adoption of an Interim Control as an immediate, short-term removal of the barriers caused by parking regulations to economic development in our community. Interim controls are authorized by RCW 36.70A.390 and are effective land use ordinances for 6 months with an optional 6-month extension; interim controls afford municipal staff with the time needed to fully consider and research available long-term permanent solutions and recommend the most appropriate solution for their communities. It is staff’s intent that this interim control could allow staff the time that legislation deserves to be publicly scrutinized to ensure that the right change for Orting’s goals is implemented.</p> <p>Staff seeks initial guidance from CGA as to its appetite to adopt an interim control for parking regulations as they apply in the downtown core.</p>				

RECOMMENDED ACTION: Action:

Move forward to Council study session on November 20, 2024 with possible action to follow.

FUTURE MOTION: Motion:

To Adopt Ordinance No. 2024-1137, an ordinance of the City of Orting, Washington, relating to the City's regulations for the off-street parking in the downtown core.

CITY OF ORTING

WASHINGTON

ORDINANCE NO. 2024-1137

AN ORDINANCE OF THE CITY OF ORTING, WASHINGTON, DECLARING ADOPTION OF INTERIM CONTROLS BY AMENDING ORTING MUNICIPAL CODE SECTION 13-5-3:XX REGARDING OFF-STREET PARKING REQUIREMENTS; ENTERING LEGISLATIVE FINDINGS; AND PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, the City Council has established a goal for Downtown Revitalization and Economic Development outlining the general intention to create a cohesive business environment in Orting's downtown core, and specifically including an aim to evaluate Orting's parking regulations; and

WHEREAS, through coordination with Orting citizens, and through application of Orting's parking regulations on business concepts by desirous or prospective entrepreneurs, staff reason that Orting's current parking regulations disincentivize new business establishment and existing business expansion when applied in the downtown core; and

WHEREAS, the disincentivizing of new business establishment and of existing business expansion directly conflicts with the Downtown Revitalization and Economic Development goals established by the City Council; and

WHEREAS, in the interest of immediately removing the barrier that downtown parking regulations have on new and expanded economic development opportunities in the City, and in the interest of studying and contemplating alternative permanent solutions through public process before adopting an appropriate permanent solution for the City; and

WHEREAS, RCW 36.70A.390 authorizes the City Council to adopt interim controls with an effective period of up to 6 months without first holding a public hearing, so long as a public hearing is held no more than 60 calendar days after the adoption of the interim controls; and

WHEREAS, the interim official control that is the subject matter of this Ordinance is eligible for, and not exempt from, the establishment of interim controls pursuant to RCW 36.70A.390; and

WHEREAS, the City Council intends the recitals in this Ordinance to be considered findings of fact in support of the immediate adoption of the described interim controls; and

Commented [OU1]: We could add another WHEREAS statement here that addresses the jobs creation goals of our Comp Plan, but that's still in draft form so it may be preemptive to include in this ordinance. If there is a strong opinion on this, let me know - the ordinance seems substantive enough without it.

WHEREAS, the City Council intends that any additional or amended findings made during the meeting at which the proposed interim controls ordinance was heard be incorporated as findings of fact in support of their immediate adoption, and;

WHEREAS, it is anticipated that additional or amended findings of fact may be made and incorporated after the public hearing on these interim controls occurs, and;

WHEREAS, at a future date, the City Council may extend these interim controls for one additional term of 6 months (up to a total of one year) provided staff has developed a work plan or submitted related studies supporting the longer period; and

WHEREAS, at the time of the enactment of these interim controls, there are no known pending or contemplated applications or activities that would prohibit Council from taking this action;

NOW, THEREFORE, the City Council of the City of Orting, Washington, do ordain as follows:

Section 1. Interim Controls are Established. The Orting Municipal Code (OMC) Chapter 13-5-3:XX is/are hereby amended to establish interim controls as set forth in **Attachment A**, attached hereto.

Section 2. Findings. The City Council adopts the recitals set forth above and incorporates those recitals as if fully set forth herein. The City Council also adopts those recitals as findings of fact justifying enactment of this Ordinance. The City Council may adopt additional findings when a public hearing is held or when presented with evidence.

Section 3. Duration of Interim Controls. The interim controls established herein are in effect until 6 months from the Effective Date of this Ordinance, and will automatically expire on that date unless repealed, modified, or extended after subsequent public hearing and entry of appropriate findings of fact as provided in RCW 36.70A.390.

Section 4. Public Hearing on Interim Controls. Pursuant to 36.70A.390, the City Council must hold a public hearing within 60 days of adoption of interim controls. Immediately after the public hearing, the City Council must adopt findings of fact to support continuation of the interim controls, or must repeal or modify the interim controls.

Section 5. Corrections by City Clerk or Code Reviser. Upon approval of the City Attorney, the City Clerk and the code reviser are authorized to make necessary corrections to this Ordinance, including the correction of clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering.

Section 6. Savings Clause. Those portions of Ordinances XX, XX, and XX which are repealed or amended by this Ordinance remain in force and effect until the effective date of this Ordinance. Such repeals and amendments must not be construed as affecting any

existing right acquired under the ordinances repealed or amended, nor as affecting any proceeding instituted thereunder, nor any rule, regulation, or order promulgated thereunder, nor the administrative action taken thereunder. Notwithstanding the foregoing actions, obligations under such ordinances or permits issued thereunder and in effect on the effective date of this Ordinance continue in full force and effect, and no liability thereunder, civil or criminal, is in any way modified. Further, it is not the intention of these actions to reenact any ordinances or parts of ordinances previously repealed or amended, unless this Ordinance specifically states such intent to reenact such repealed or amended ordinances.

Section 7. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 8. Effective Date. This Ordinance shall take effect and be in force five (5) days after its approval, passage and publication as required by law.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE XX day of MONTH, 2024.

CITY OF ORTING

Joshua Penner, Mayor

ATTEST/AUTHENTICATED:

Kim Agfalvi, City Clerk

Approved as to form:

Kendra S. Rosenberg
Kenyon Disend

City Attorney

Filed with the City Clerk:
Passed by the City Council:
Ordinance No.

Date of Publication:
Effective Date:

Attachment A

**TITLE 13 DEVELOPMENT REGULATIONS
CHAPTER 5 DEVELOPMENT STANDARDS**

13-5-3: LOADING AREA AND OFF STREET PARKING REQUIREMENTS

A. Purpose: The purpose of this section is to regulate parking and loading in order to lessen traffic congestion and contribute to public safety by providing sufficient on-site and off-site areas for the maneuvering and parking of motor vehicles.

B. Required Automobile Parking Spaces: Off street parking spaces shall be provided as an accessory use in accordance with the requirements of this section at the time any building or structure is erected, enlarged, or expanded.

C. Size And Access: Each off street parking space shall have an area of not less than one hundred sixty (160) square feet, exclusive of access drives or aisles and a width of not less than eight feet (8'). There shall be adequate provision for ingress and egress from each parking space.

D. Location: Off street parking facilities shall be located as hereinafter specified; where a distance is specified, such distance shall be the walking distance measured from the nearest point of the parking facilities to the nearest point of the building that such facility is required to serve. Parking is required to be on the subject parcel unless the City approves a proposal utilizing the off-site parking provisions of OMC 13-5-3L and/or the shared parking provisions of OMC 13-5-3M.

1. For a single-family dwelling or multi-family dwelling, the parking facilities shall be located on the same lot or building site as the building they are required to serve.

2. For churches, hospitals, large group homes, institutions, rooming and lodging houses, nursing and convalescent homes, community clubs, and clubrooms, parking facilities shall be located not farther than one hundred fifty feet (150') from the facility.

3. For uses other than those specified, including governmental facilities, parking facilities shall be located not farther than three hundred feet (300') from the facility.

4. ADA accessible parking shall be located on the shortest possible route to the entrance of the building or facility.

E. Unit Of Measurement: In stadiums, sports arenas, churches, government buildings containing public assembly space and other places of assembly in which patrons or spectators occupy benches, pews, or other similar seating facilities, each eighteen inches (18") of width or eighty (80) square feet of open area of such seating facilities should be counted as one seat for the purpose of determining requirements of off street parking facilities under this title.

F. Expansions Or Enlargements: Where any structure is enlarged or expanded, off street parking spaces shall be provided for said expansion or enlargement in accordance with the

Commented [OU2]: We could consider expanding on the Purpose statement of this chapter to acknowledge the economic development goals of our City and the effort to remove barriers from growing business in the downtown core and combating disinterest in expanded commercial opportunity in the MUTC.

requirements of subsection I of this section. Nothing in this title shall be construed to require off street parking spaces for the portion of said building or structure existing at the effective date of this title. A change in use in an existing structure shall require additional off street parking spaces as set forth in subsection I of this section.

G. Mixed Occupancies: In the case of two (2) or more uses in the same building, including governmental office space and public assembly space, the total requirements for off street parking facilities shall be the sum of the requirements for the several uses computed separately. Off street parking facilities for one use shall not be considered as providing required parking facilities for any other use, except as hereafter specified in subsection I of this section for joint use.

H. Uses Not Specified: In the case of a use not specifically mentioned in subsection I of this section, the requirements for off street parking facilities shall be determined by the Administrator. Such determination shall be based upon the requirements for the most comparable use specified in subsection I of this section and/or through a parking study as required by the Administrator or their designee.

I. Parking Spaces Required For Particular Uses: The minimum number of off street parking spaces required for nonresidential uses shall be as set forth in the following:

Use	Parking Spaces Required
All dwellings (RC, RU, RMF, MUTC)	2 off street spaces per unit ¹
Family daycare	1 for each employee, plus 1 additional, not including required residential spaces
Daycare center	1 for each employee, plus 1 for every 10 children or adults
Banks, savings and loan associations, business or professional offices	1 for each 400 square feet of gross floor area
Bowling alleys	4 for each alley
Churches	1 for each 5 seats in the principal place of assembly for worship, including balconies and choir loft
Dance halls, skating rinks, youth cabarets	1 for each 25 square feet of skating or dancing area, plus 1 per 40 square feet of all other building area
Establishments for the sale and consumption on the premises of food and beverages, including fraternal and social clubs ²	1 for each 200 square feet of gross floor area
Fraternity, sorority or group student house	1 for each 3 sleeping rooms or 1 for each 6 beds, whichever is greater
Government facilities	The maximum of the following: 1 for each 400 square feet of gross floor area, or 1 for each 4 seats in each public assembly

Commented [OU3]: Our Interim Control could entirely remove parking requirements for all uses in the MUTC and MUTCN, or could significantly reduce parking requirements for certain uses or for all uses in the MUTC, or could allow for reduced parking requirements if a business installs bike parking infrastructure, or any number of other options. The effort here is to create a solution to the immediate barrier that parking has become for new business establishment or existing business expansion so that we may take 6+ months to research what the most appropriate long-term parking solution is (no off-street parking, reduced off-street parking, no off-street parking if a business pays into ROW improvements fees that we use to improve sidewalks to encourage walkability among the downtown, no off-street parking if the City builds a downtown employee parking area so nearby parking is available to customers, metered parking, etc.)

	space pursuant to OMC 13-5-3:E above
Hospitals	2 for each bed
Large group home, institution	1 for each 2 beds
Libraries and museums	1 for each 250 square feet of floor area open to the public
Lodging and rooming house	1 for each sleeping room
Manufacturing uses, research and testing laboratories, creameries, bottling establishments, bakeries, canneries, printing and engraving shops	1 for each employee on a maximum shift
Medical or dental clinics	5 for each physician or dentist
Motels, hotels	1 for each unit
Motor vehicle or machinery sales, wholesale stores, furniture stores	1 for each 400 square feet of gross floor area
Retail stores	1 for each 300 square feet
Schools; high schools	1 for each 8 students, plus 1 for each faculty member (exclusive of loading and unloading area)
Elementary and junior high	1 for each faculty member
Stadiums, auditoriums, community clubs, community centers, and other places of assembly	1 for each 4 seats
Theaters	1 for each 3 seats
Warehouses and storage buildings	1 for each 2,000 square feet of gross floor area, except that office space shall provide parking as required for offices

Notes:

1. See section 13-5-6 for accessory dwelling unit off street parking requirements.
2. Stationary vendor units used to provide food vending services are exempt from off street parking requirements; provided that, the principal use meets the established parking requirements for such principal use.

J. Required Loading Areas:

1. In any commercial and manufacturing zones, and for any institutional use in whatever zone it may be located, every building or portion of building hereafter erected or structurally altered to provide additional floor space shall be provided with a minimum of one off street or off alley loading space for each ten thousand (10,000) square feet of usable floor space within the building, which usable floor space is intended to be used for or is used for merchandising, manufacturing, warehousing, or processing purposes. If the building contains less than ten

thousand (10,000) square feet of usable floor space, the requirement for an off street or off alley loading space may be waived by the building inspector.

2. If the building contains more than twenty four thousand (24,000) square feet of floor space so used, then there shall be one additional loading space provided for each additional twenty four thousand (24,000) square feet of floor space.

3. Each loading space shall measure not less than thirty feet by twelve feet (30' x 12'), and shall have an unobstructed height of fourteen feet (14'), and shall be made permanently available for such purpose, and shall be surfaced, improved, and maintained. Such facilities shall be so located that trucks using the same shall not encroach upon or interfere with areas reserved for off street parking nor project into any public right-of-way and shall be adjacent to the building to be served thereby. If the site upon which such loading space or spaces is to be located abuts upon an alley, such loading space or spaces shall be off alley. If the loading space is incorporated within a building then, as to location, the requirements of this section shall not apply.

4. Any floor area provided by additions to or structural alterations to a building shall be provided with loading space or spaces as set forth herein whether or not loading spaces have been provided for the original floor space.

K. Commercial Vehicles, Recreational Vehicles, And Boats: The following special requirements and performance standards shall apply to private properties located in the Residential-Urban, Residential-Multi-Family, and Residential-Conservation Zones, except as otherwise authorized by the City through a conditional use permit:

1. Outdoor Storage Of Vehicles: The outdoor storage of commercial vehicles, recreational vehicles, boats, and vehicle accessories is permitted in the residential zones, provided the following standards are met. For purposes of this section, "storage" means the keeping of such vehicles and accessories on any portion of any parcel of property for a period of seventy two (72) continuous hours or longer.

a. Recreational Vehicles And Boats: Where a rear yard is reasonably accessible or a side yard is of sufficient size to accommodate the recreational vehicle, said recreational vehicle shall not be stored in the front yard of a lot. In no instance shall a recreational vehicle or boat be stored such that any portion of the vehicle encroaches upon a site distance area that would create a traffic hazard; nor shall a recreational vehicle or boat be stored on or overhang a public right-of-way. If located within a required front or street side yard, the storage area for a recreational vehicle boat shall be improved with a durable and dustless surface and screened from views from adjacent properties.

b. Inoperable Vehicles And Motor Vehicle Accessories: No more than two (2) inoperable vehicles may be stored on a lot. The outdoor storage of inoperable vehicles, or parts thereof, and vehicle accessories such as camper shells and equipment trailers shall be screened from neighboring properties and public rights-of-way and prohibited from required front and street side yards.

c. Storage Of Commercial Use Vehicles: No vehicle having more than two (2) axles or exceeding eighty four inches (84") in width, and intended for commercial use including, but not limited to, truck tractors, truck trailers or other large trucks shall be stored on property in an RU, RMF, or RC Zone unless such vehicle is stored within a building or is otherwise screened so as not to be visible from another property or from any public right-of-way.

L. Off-Site Parking:

1. When Permitted:

a. If sufficient parking is not available on the premises of the use, a private parking area may be provided off-site, except for single and two (2) family dwellings in the RU and RC zones.

b. Guest parking associated with single family and attached dwellings in the RM zone is also permitted to be provided off site provided it meets the following criteria:

(1) Parking is located on the neighborhood streets or in a parking court accessed by a public roadway, but not located more, than one hundred sixty feet (160') from the home it is intended to serve.

(2) Parking is not located in a limited residential access lane right-of-way, except for perpendicular parking associated with private driveways or alleyways.

(3) Parking may be accommodated in a tandem driveway space, provided it is not accessed by a private alleyway.

2. Agreement Required: A parking agreement ensuring that off-site parking is available for the duration of the use shall be approved by the City Administrator, following review by the City Attorney.

3. Additional Information Required: The following shall be reviewed as part of the permit process:

a. A letter of justification addressing the need for off-site parking and compatibility with the surrounding neighborhood.

b. A site plan showing all dimensions of parking spaces, aisles, landscaping areas, abutting street improvements, curb cuts, and on-site and abutting uses and buildings.

4. Fees: No charge for use of such parking area shall be made in any residential zone or open space and recreation zone except on a weekly or monthly basis.

5. Maximum Distance To Off-Site Parking Area:

a. Within the MUTC Zone: No distance requirements apply when both the use and off-site parking are located within the MUTC Zone. However, OMC 13-5-3D4 applies.

b. Maximum distances to off-site parking do not apply if there is a shuttle in place between the off-site parking and the sponsoring use.

c. All Other Zones: All provisions of OMC 13-5-3D apply.

6. Transportation Management Plan Exception: The City Administrator may modify the maximum distance requirements or allow up to twenty percent (20%) of the required parking to be provided on-street if a Transportation Management Plan or other acceptable transportation system will adequately provide for the parking needs of the use and the conditions below are met.

a. Decision Criteria: Whenever there are practical difficulties involved in carrying out the provisions of this Title, the Department Administrator may grant modifications for individual cases provided he/she shall first find that a specific reason makes the strict letter of this Code impractical, that the intent and purpose of the governing land use designation of the Comprehensive Plan is met and that the modification is in conformity with the intent and purpose of this Code, and that such modification:

(1) Substantially implements the policy direction of the policies and objectives of the Comprehensive Plan Land Use Element and the Architectural Design Guidelines and the proposed modification is the minimum adjustment necessary to implement these policies and objectives;

(2) Will meet the objectives and safety, function, appearance, environmental protection and maintainability intended by the Code requirements, based upon sound engineering judgment;

(3) Will not be injurious to other property(ies) in the vicinity;

(4) Conforms to the intent and purpose of the Code;

(5) Can be shown to be justified and required for the use and situation intended; and

(6) Will not create adverse impacts to other property(ies) in the vicinity.

M. Joint Use Parking Facilities:

1. When Permitted: Joint use of parking facilities may be authorized for those uses that have dissimilar peak-hour demands or when it can be demonstrated that the parking facilities to be shared are underutilized.

2. Agreement Required: A parking agreement ensuring that joint use parking is available for the duration of the uses shall be approved by the Community and Economic Development Administrator, following review by the City Attorney. Notice of termination of the agreement shall be provided to the Administrator and additional parking must be provided if the agreement is terminated, consistent with subsection I of this Section.

3. Maximum Distance To Joint Use Parking:

a. Within the MUTC, MUTCN and Public Facilities Zones: No distance requirements apply when both the use and joint use parking are located within the MUTC, MUTCN or Public Facilities zones. However, OMC 13-5-3D4 applies.

b. All Other Zones: All provisions of OMC 13-5-3-D apply.

4. Special Provisions For Subdivision Of Shopping Center: Parking areas in shopping centers may operate as common parking for all uses. If a shopping center is subdivided, easements and/or restrictive covenants must grant use and provide for maintenance of common parking and access areas.

(Ord. 792, 7-29-2004; amd. Ord. 889, 9-8-2010; Ord. 943, 5-14-2014; Ord. 2018-1026, 4-25-2018; Ord. 2018-1027, 4-25-2018; Ord. 2019-1043, 3-27-2019, eff. 5-3-2019; Ord. 2021-1073, 3-10-2021; Ord. 2021-1086, 10-27-2021; Ord. 2022-1095, 8-10-2022)

RCW 36.70A.390 Moratoria, interim zoning controls—Public hearing—Limitation on length—Exceptions. A county or city governing body that adopts a moratorium, interim zoning map, interim zoning ordinance, or interim official control without holding a public hearing on the proposed moratorium, interim zoning map, interim zoning ordinance, or interim official control, shall hold a public hearing on the adopted moratorium, interim zoning map, interim zoning ordinance, or interim official control within at least sixty days of its adoption, whether or not the governing body received a recommendation on the matter from the planning commission or department. If the governing body does not adopt findings of fact justifying its action before this hearing, then the governing body shall do so immediately after this public hearing. A moratorium, interim zoning map, interim zoning ordinance, or interim official control adopted under this section may be effective for not longer than six months, but may be effective for up to one year if a work plan is developed for related studies providing for such a longer period. A moratorium, interim zoning map, interim zoning ordinance, or interim official control may be renewed for one or more six-month periods if a subsequent public hearing is held and findings of fact are made prior to each renewal.

This section does not apply to the designation of critical areas, agricultural lands, forestlands, and mineral resource lands, under RCW 36.70A.170, and the conservation of these lands and protection of these areas under RCW 36.70A.060, prior to such actions being taken in a comprehensive plan adopted under RCW 36.70A.070 and implementing development regulations adopted under RCW 36.70A.120, if a public hearing is held on such proposed actions. This section does not apply to ordinances or development regulations adopted by a city that prohibit building permit applications for or the construction of transitional housing or permanent supportive housing in any zones in which residential dwelling units or hotels are allowed or prohibit building permit applications for or the construction of indoor emergency shelters and indoor emergency housing in any zones in which hotels are allowed. [2021 c 254 s 5; 1992 c 207 s 6.]



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: City Council Meeting November Meeting Date.	AB24-117	CGA		
		11.6.2024		
	Department:	Administration		
	Date Submitted:	10.30.2024		
Cost of Item:	N/A			
Amount Budgeted:	N/A			
Unexpended Balance:	N/A			
Bars #:	N/A			
Timeline:	ASAP			
Submitted By:	Kim Agfalvi, City Clerk			
Fiscal Note:				
Attachments:				
SUMMARY STATEMENT:				
<p>The last meeting in November is scheduled for Wednesday, November 27th, 2024 and is the day before the Thanksgiving holiday. Staff wanted to bring this to the attention of the Council to see if moving the meeting to another date might be more preferable.</p> <p>Staff have two options to present:</p> <p>Option 1: The preferable option is to move the meeting date to Tuesday, November 26th, 2024 at 7:00pm.</p> <p>Option 2: The second, less preferable option would be to combine the Wednesday, November 20th, 2024 City Council meeting to a combined study session and regular meeting.</p>				
RECOMMENDED ACTION: <u>Action:</u>				
TBD.				
FUTURE MOTION: <u>Motion:</u>				
TBD.				



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: City of Orting Grant Policy Review.	AB24-116	CGA		
		11.6.2024		
	Department:	Administration		
	Date Submitted:	10.30.2024		
Cost of Item:	N/A			
Amount Budgeted:	N/A			
Unexpended Balance:	N/A			
Bars #:	N/A			
Timeline:				
Submitted By:	Kim Agfalvi, City Clerk			
Fiscal Note:				
Attachments: City of Orting Grant Policy				
SUMMARY STATEMENT:				
<p>Councilmembers Sproul and Hogan asked that the City of Orting Grant Policy be added to the November CGA Committee agenda for Committee review.</p>				
RECOMMENDED ACTION: <u>Action:</u>				
TBD.				
FUTURE MOTION: <u>Motion:</u>				
TBD.				



CITY OF ORTING

Grant Policy

Mission Statement: The City of Orting supports the development of services and organizations which bring significant value to its citizens and which serve a public purpose.

Section I. Baseline Criteria for receiving grant funding.

Selected grant recipients may receive direct cash contributions from the City of Orting, pursuant to the following procedures and conditions. Grant funding is defined as direct cash donations to non-profit and/or section 501(c)(3) organizations which bring significant value to the citizens of Orting and which serve a public purpose, and organizations that benefit vulnerable and needy populations are given priority. Grant requests are considered on an annual basis and receiving a grant is not guaranteed year to year. Grant requests are dependent on limited city funds and the council reserves the right to allocate funds as it deems appropriate.

All organizations requesting grant funding must comply with the following eligibility standards:

- A. Organizations must be legally tax exempt as defined by IRS section 501(c) (3), or non-profit status, and shall provide proof of the same to the City upon request.
- B. Pursuant to the terms of Section III herein, Organizations must carry their own insurance, and shall execute an agreement wherein the Organization agrees to use the grant funds for the public purpose identified in the Organization's application materials, and further agrees to indemnify the City and hold the City harmless (*see* Attachment A, hereto).
- C. Organizations must serve the residents within the City of Orting and/or the Orting School District.
- D. When approved, all materials distributed by the Organization as a result of the City's grant must contain the City of Orting logo.

The City will prioritize requests received from groups and activities by those groups that serve seniors, youth, the infirm or disabled and people in need within the City. Certain cohort groups

are assumed to meet these criteria, including groups that serve senior citizens age 65 and older; people with disabilities who qualify for the Pierce County Property Tax exemption/reductions; and food bank recipients.

Section II. Process for seeking Grant:

1. All groups seeking grants from the City of Orting must submit a formal request in writing by August 21st of each calendar year for the following year. The request must include a cover letter specifying the dollar amount sought and how it will be used. The letter must include the following attachments:
 - A. Grant Application;
 - B. Previous year's financial statement;
 - C. Current year's budget documents;
 - D. Signed Contract Agreement
 - E. Proof of non-profit status, including but not limited to 501(c)(3) identification number.
 - F. Proof of liability insurance.
2. Grant seekers must submit one electronic copy and one original copy of their application and a cover letter and any attachments to the City Clerk or designee by August 21st. The copies of these materials will be reviewed by the Community and Government Affairs Committee in September, who will bring their recommendation to the full Council at a study session in September. Those recommendations will be discussed during budget workshops. Members of the public may view the file copy at City Hall during business hours or make a Public Records Request to the City Clerk to obtain a copy.
3. A representative of the group must attend the Community and Government Affairs ("CGA") Committee meeting in order to present the organizations request and answer any questions. The City shall provide the organization notice of the CGA Committee meeting at which the organization's application will be reviewed.
4. The CGA Committee will review applications and make a recommendation to the City Council. The City Council will make a final determination by Resolution during budget season.
5. Grant recipients shall execute a contract with City in substantially the same form as is depicted at Exhibit A hereto. The contract shall be executed prior to the receipt of grant funds.
6. Grant recipients shall report regarding the organization's use of the grant funds to the City Council in the manner set in the aforementioned contract and by the date set therein.

Failure to report shall compromise the grant recipient’s ability to receive future grant funding.

Section III. Funding Levels.

The intent of the Council with setting funding thresholds is to encourage organizations to fundraise. The City does not typically want to be a long-term major grantor of any particular organization, and believes that fundraising is the primary purpose of a non-profit board. All current grant recipients will be reset to year one of the table below. The following table lays out the Council’s intended funding structure.

<u>Year</u>	<u>Maximum Percent of Recipient’s Prior Year’s Revenue, or Maximum Funding Amount</u>
1 st	At Council’s Discretion or \$10,000
2 nd	20% or \$8,000
3 rd	15% or \$6,000
4 th	10% or \$4,000
5 th	5% or \$2,000
6+	No more than 5% of recipient’s prior year’s revenue or \$2,000

Section IV. Grants of Facilities

Grant requests may request in their application use of a city facility without cost for a purpose that is the same as the stated mission of the grantor’s organization. Fundraising at City facilities is not permitted unless the grantee has paid a rental fee for the city facility.

Section V. Insurance & Indemnity Requirements for City Grant.

All organizations selected to receive a grant pursuant to this policy shall execute an agreement with the City prior to the dispersal of funds, and said agreement shall include (but is not limited to) the following requirements pertaining to indemnification and insurance:

1. Indemnification / Hold Harmless

User shall defend, indemnify and hold harmless the City of Orting, its officers, officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of the use of Premises or from any activity, work or thing done, permitted, or suffered by User in or about the Premises, except only such injury or damage as shall have been occasioned by the sole negligence of the City of Orting.

2. Insurance

A. Insurance Term

The User shall procure and maintain for the duration of the use or rental period insurance against claims for injuries to persons or damage to property which may arise from or in connection with the use of the facilities and the activities of the User and his or her guests, representatives, volunteers and employees.

B. No Limitation

User's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the User to the coverage provided by such insurance, or otherwise limit the City of Orting's recourse to any remedy available at law or in equity.

C. Required Insurance

User's required insurance shall be as follows:

General Liability insurance shall be at least as broad as Insurance Services Office (ISO) occurrence form CG 00 01 covering premises, operations, products-completed operations and contractual liability. The City of Orting shall be named as an additional insured on User's General Liability insurance policy using ISO Additional Insured-Managers or Lessors of Premises Form CG 20 11 or an endorsement providing at least as broad coverage. The General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$1,000,000 general aggregate.

The insurance policy shall contain, or be endorsed to contain that the User's insurance coverage shall be primary insurance as respect the City of Orting. Any insurance, self-insurance, or self-insured pool coverage maintained by the City of Orting shall be excess of the User's insurance and shall not contribute with it.

D. City of Orting Full Availability of User Limits

If the User maintains higher insurance limits than the minimums shown above, the City of Orting shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the User, irrespective of whether such limits maintained by the User are greater than those required by this contract or whether any certificate of

insurance furnished to the City of Orting evidences limits of liability lower than those maintained by the User.

E. Certificate of Insurance and Acceptability of Insurers

The User shall provide a certificate of insurance evidencing the required insurance before using the Premises.

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A: VII.



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: Director Employment Contracts.	AB24-114	CGA		
		11.06.2024		
	Department:	Human Resources		
	Date Submitted:	10.21.2024		
Cost of Item:	N/A			
Amount Budgeted:	N/A			
Unexpended Balance:	N/A			
Bars #:	N/A			
Timeline:				
Submitted By:	Shawna Punzalan			
Fiscal Note:				
Attachments: Department Director Employment Agreement Template & draft for City Administrator, City Clerk, Finance Director				
SUMMARY STATEMENT:				
<p>Department Director employment agreements have not been completed, or are outdated, for several Dept Directors with the City. Contracts are needed for City Administrator, City Clerk and Finance Director.</p> <p>Staff have prepared an employment agreement and it is being presented for Council approval.</p>				
RECOMMENDED ACTION: <u>Action:</u>				
Move forward to City Council study session on Wednesday, November 20 th for Council consideration.				
FUTURE MOTION: <u>Motion:</u>				
To authorize the Mayor to execute an employment agreement for the positions of City Administrator, City Clerk and Finance Director.				

**CITY OF ORTING
PROFESSIONAL SERVICES AGREEMENT
FOR
TITLE**

THIS AGREEMENT is made and entered into between the CITY OF ORTING, a Washington municipal corporation (the “City”) and Employee Name (“Employee”) to describe the terms and conditions of Employee’s employment by the City as its Title.

RECITALS

Employee is hired by Employer as Title as of December 1, 2024 (the “Effective Date”). The parties wish to memorialize Employee’s at-will employment status, in accordance with the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the above recital and of other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, Employee and Employer agree as follows:

TERMS

1. Services.

Employee shall serve as Title Employee’s starting date is the Effective Date, and the term of employment shall continue until terminated as provided herein. Employee’s specific responsibilities are described in a Job Description that Employer will provide to Employee and that will be maintained in the Employer’s Human Resources Department. A copy of Employee’s Job Description as of the date of this agreement is attached to this agreement as Exhibit 1, provided Employee’s job title, duties, and description are subject to change at the Employer’s discretion, and further provided that any additional job duties added to Employee’s Job Description that are substantially different from those listed in Exhibit 1 must be mutually agreed upon between the Employee and Employer.

Employee will report to and be supervised by the City Administrator.

2. Acknowledgement of Employment At-Will Status.

(a) Employee’s employment relationship is “at-will” meaning that either Employee or Employer can terminate the employment relationship at any time, for any reason or for no reason at all, with or without notice, and without cause. Nothing about this Employment Agreement is intended to modify or alter the at-will employment relationship of Employer and Employee.

(b) To the extent this provision conflicts with any aspect of the City’s personnel policies and procedures handbook, past pattern and practice, or other memoranda, the terms of this Agreement shall control. All other non-conflicting provisions of the City’s personnel policies and procedures handbook will apply.

3. Compensation.

(a) Employee's compensation is \$**Monthly Salary** per month for the remainder of 2024. The pay range for subsequent years is determined annually by the Council. The amount of monthly compensation within Employee's pay range to be paid to Employee will be mutually agreed upon between the Employee and Employer, and will be paid in accordance with the City's standard payroll schedule and process for other City employees (the "Compensation"). Compensation for any partial month of employment shall be prorated. In order to allow Employee an opportunity to discuss future potential adjustments to compensation, the Employer shall meet with Employee at the start of each new budget cycle prior to drafting and presenting a recommended draft budget to the Council. The purpose of this meeting is to allow an opportunity for the Employee to discuss adjustments to the Employee's pay range with the Employer prior to one being included in any draft budget presented to the Council. Employee acknowledges and agrees that the **Title** position is an exempt administrative position under the Fair Labor Standards Act and Washington Minimum Wage Act, and that Employee shall not be entitled to receive monetary compensation for any overtime hours worked by Employee.

(b) In consideration for Employee's agreement to the characterization of their employment as at-will and provided that Employee first executes a full and complete waiver and release of claims in a form acceptable to the City, if Employer terminates Employee without cause as defined herein, Employer agrees: (1) to pay Employee three (3) months of Employee's then-base salary ("severance"), subject to City Council approval at the time this agreement is signed, provided such severance shall be payable within thirty (30) days following termination; and (2) to provide Employee and Employee's spouse and any dependents with up to three (3) months of premium payments for COBRA insurance paid for by the City, provided COBRA Payments by the City shall end before three (3) months if Employee becomes eligible for alternative insurance coverage.

(c) For purposes of this Agreement, "cause" shall mean: (1) Employee's conviction of, plea of guilty to, or plea of nolo contendere to a felony or gross misdemeanor involving theft, dishonesty or moral turpitude; (2) any act of fraud, embezzlement, theft or dishonesty by Employee against the City, or committed by Employee in Employee's performance of her duties or in her official capacity; (3) Employee's unreasonable neglect or refusal to perform the duties and responsibilities assigned to Employee; or (4) any material breach of this Agreement or material violation of City rules, policies or procedures; provided, that with respect to subsections (3) or (4) above. Employee shall first be provided with written notice outlining Employee's failure or breach and shall be given an opportunity to cure such failure or breach within twenty (20) days of such notice.

(d) Employee shall not receive or be entitled to any severance for Employee's termination with cause or Employee's voluntary resignation. Following the termination of Employee's employment for cause, the City shall in accordance with its normal payroll schedule and practices pay to Employee their prorated monthly salary earned through the effective date of termination. In all cases of separation with the City, Employee will be paid out for all unused vacation, comp, and holiday. The employee, when terminated without cause, shall be eligible to receive 25% of sick leave hours accrued and unused up to the date of separation with the city.

Accrual payout(s) will be processed the regular payroll cycle following the return of all city property and records.

4. Hours of Work. Employee is expected to devote their full time, attention and energies to the business of the City during the employment period, and will not engage in any other business activity, regardless of whether such activity is pursued for profit, gain or other pecuniary advantage without written permission from the Mayor. Nothing in this section is intended to prohibit Employee's ability from making personal investments or conducting private business affairs, or engage in investment activities for their spouse or dependents so long as these activities are not deemed to be a conflict of interest under state law or would otherwise be a violation of state or federal law, and do not materially interfere with the services required under this Agreement. Employee shall be available outside of dedicated hours to assist the City, including attending occasional night meetings and on weekends and holidays.

5. Benefits.

(a) Employee will accrue vacation leave at a rate of 16.66 hours per month (25 days per year). Employee may accrue up to 360 hours of vacation, but no more than 240 hours of vacation will be paid out upon separation. Employee will accrue sick leave at a rate of 8 hours per month (12 days per year). All vacation, holiday, and sick leave hours accrued by Employee that are available to the Employee prior to the effective date of this agreement will survive this agreement and continue to be available to the Employee after the effective date, subject to any accrual caps set out in this agreement. Any accrued and unused compensatory time will be paid out to the employee in the regular payroll following the effective date of this agreement.

(b) As approved and authorized in advance by the Mayor, and consistent with City travel policies and procedures, the City shall pay for Employee's participation in and attendance at seminars and conferences of local, state and national organizations that are engaged in subject areas of relevance to City business.

(c) Unless specifically outlined in this agreement, all other benefits, including but not limited to health care coverage, disability insurance coverage, life and accidental death and dismemberment insurance coverage, State retirement benefit, holiday leave, sick leave, and management leave shall be provided to Employee on the same basis as other non-represented employees, all as described and defined in the City's personnel policies and procedures handbook.

(d) Employee shall be entitled to enroll in any medical plan that is available to the City's non-Law Enforcement employees. In the event the City requires employees to contribute

a portion of their spouse's and/or dependents' premium in a personnel policy, Employee shall pay that amount which is currently twenty percent (20%) of that premium.

(e) While employed by the City, Employee may submit claims for mileage reimbursement incurred in the performance of City business in accordance with City policy, provided that such claims are submitted within 30 days after the date the expense is incurred.

6. Indemnification.

Employer shall defend, indemnify and hold Employee harmless from claims, causes of action, injuries, damages, suits, costs and fees (including attorney fees) that arise as a result of Employee performing the duties within the scope of their employment by Employer.

7. City Policies. While employed by the City, Employee shall familiarize himself and comply with all policies of the City as those policies may be issued and amended from time to time. The City reserves the right, in its sole discretion, to supplement, modify, deviate from or terminate such policies at any time.

8. Public Records. Employee agrees to keep, maintain, and ensure proper and secure storage of City's public records as that term is defined at Chapter 42.56 RCW during the term of their employment. Such records will be available to and remain the property of the City. Employee agrees not to remove City records from the City's place of business except as expressly permitted by City policy.

9. Office, Uniforms and Equipment. City will furnish Employee with an office and provide in its budget for ordinary and necessary equipment in an amount to be established annually in the City's budget.

10. Return of Property. Upon voluntary resignation or termination of employment, Employee shall immediately return all of the City's property, including without limitation, all equipment, data, notes, writings, passwords and other documents and tangible materials whatsoever, in any format, and all duplicates and reproductions thereof, concerning any part of the City's business or operations or concerning any part of the Employee's activities as an employee of the City.

11. Miscellaneous Provisions.

(a) Assignment and Delegation. Employee's rights under this Agreement shall not be assignable nor shall Employee's duties be delegated without the prior written consent of Employer. Nothing contained in this Agreement, express or implied, is intended to confer upon any person or entity other than the parties and their successors in interest and permitted assignees, any rights or remedies resulting from this Agreement unless so stated to the contrary.

(b) Construction and Validity. This Agreement shall be construed and enforced in accordance with the laws of the State of Washington.

(c) Savings. In the event any provision of this Agreement is found to be unenforceable and not subject to modification as set forth above, for any reason, such unenforceable provision shall be deemed severed from this Agreement. The remaining provisions of this Agreement shall remain binding upon the parties according to their terms.

(d) Notice Provision. All notices, requests, demands, and other communications shall be in writing and shall be deemed to have been duly given if personally delivered or mailed by United States certified or registered mail, prepaid, return receipt requested, to the parties at the addresses indicated below their respective signatures on the last page hereof (or at such other address as shall be given in writing by either party to the other).

(e) Successors and Assigns. All covenants, representations, warranties, and agreements of the parties contained herein shall be binding upon and inure to the benefit of their respective successors and permitted assigns.

(f) Captions and Paragraph Headings. Captions and paragraph headings are for convenience only, are not a part of this Agreement, and shall not be used in construing it.

(g) Amendments. This Agreement shall not be modified, amended or in any way altered except by an instrument in writing signed by Employee and Employer. Employee agrees that any subsequent change in job duties, salary, or compensation shall not affect the validity or scope of this Agreement.

(h) Entire and Sole Agreement. This Agreement constitutes the entire understanding and agreement between the parties regarding the subject matter of this Agreement and supersedes any and all prior or contemporaneous oral or written communications regarding it, all of which are merged herein.

(i) Waiver. The waiver of any breach of any provision of this Agreement or failure to enforce any provision hereof shall not operate or be construed as a waiver of any subsequent breach by any party.

(j) Opportunity for Review by Legal Counsel. Employee acknowledges that he is signing this Agreement after having the opportunity to seek the advice of independent legal counsel.

(k) Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

WHEREFORE, by their signatures below, the parties acknowledge that they have reviewed carefully what has been expressed in this Agreement, which they understand is a legally binding document, and that the understandings and agreements expressed in this document are binding upon them.

Dated this 1st day of December, 2024

EMPLOYEE:

Employee

CITY OF ORTING:

Joshua Penner, Mayor

Attest:

Scott Larson, City Administrator

Approved as to Form:

Kendra Rosenberg, City Attorney



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: Chamber of Commerce – General Discussion.	AB24-115	CGA		
		11.6.2024		
	Department:	Administration		
	Date Submitted:	11.1.2024		
Cost of Item:	N/A			
Amount Budgeted:	N/A			
Unexpended Balance:	N/A			
Bars #:	N/A			
Timeline:	N/A			
Submitted By:	Scott Larson			
Fiscal Note: None				
Attachments: Economic Development Scope of Work				
SUMMARY STATEMENT:				
<p>Council requested to discuss business development organizations in our community and economic development. Staff have included a Scope of Work that is in DRAFT form to develop a strategy to address economic development impediments in Orting.</p>				
RECOMMENDED ACTION: <u>Action:</u>				
Discussion Item Only.				
FUTURE MOTION: <u>Motion:</u>				
None.				

The consultant shall provide professional services to support the tasks listed below. The City will work jointly with the selected consultant to develop a final, comprehensive scope of work and schedule for the project. Proposals should demonstrate the consultant's experience and expertise with the following range of services included in the project's scope of work:

1. Build on the Economic Development chapter of our comprehensive plan and analyze demographic, economic and labor force data. Use this data to show key demographic, social, economic and financial trends and forecasts for inclusion in the final strategic plan. Please provide the data sources you propose to use in your response. Additional consideration will be given to firms that can demonstrate effective visual representation of this data.
2. Review and analyze relevant City of Orting and Pierce County planning documents and incorporate the visions contained therein into the final report for this project. Include the Pleasant Street Master Plan in this category of documents.
3. Expand the current SWOT analysis to identify the strengths, weaknesses, opportunities, and threats that affect our local economy.
 - a. While reviewing weaknesses: Our two established industrial areas (Industrial Way and Freightway Lane) are almost entirely built out, and remaining unbuilt parcels are typically having various barriers to development (slope issues, odd shaped lots, etc.) and are less than three acres. Does it make more sense for Sandy to identify land for a new industrial area and pursue light industrial development in the future, or to forgo this sector altogether in favor of different types of development?
 - b. While reviewing strengths/opportunities: SandyNet provides our community with a benefit that most cities our size don't have. How can we best use universal community access to gigabit fiber-to-the home and business to our economic advantage in the virtual meeting era?
4. Review existing mixed use policies and propose strategies to encourage mixed use redevelopment of properties in the MUTC zone.

Commented [1]: Is this helpful?

Commented [2R1]: I'd definitely include it, graphically depicted data incites reaction and that's what we want

Commented [3]: This is an interesting bit of work from Sandy, OR where I lifted the language for this scope of work:
<https://evogov.s3.amazonaws.com/media/88/media/117370.pdf>

Commented [4]: Are we happy with the current state of our ED SWOT analysis?

Commented [5R4]: Is the sense that EcoNW's analysis was a bit of a surface level effort? I think that until mid-2025, we'd get that sense from any firm. Late submitted comp plans will be done by then and I think it'll result in more individualized attention being given to us than consulting firms offer right now.

Commented [6]: One thing we need to address is the leakages that we experience to the communities around us, and issue that we may never have a big retail store like Home Dept or Walmart

Commented [7R6]: Concur, and that we don't have any UGA. Their Opportunity analysis should consider what it would take to acquire UGA from the County and whether that's in our interest.

Commented [8]: Not sure how or where to work this in, but the school property at 120 Washington Ave N seems ripe for mixed use redevelopment

Commented [9R8]: We could expand this to also have them recommend where in the city would benefit from a zone change to the MUTC (area around Whitehawk Blvd extension?)

5. Propose revised parking regulations to better meet the needs of the business, parks and residences in the MUTC zone and avoid cost burdens borne by the City to maintain or otherwise support the result of revised parking regulations.
6. Review existing infrastructure in the MUTC zone and make recommendations for any required improvements to meet the needs of redevelopment, including infrastructure improvements that may be needed to support revised parking regulations such as the nonmotorized transportation network.
7. Analyze different strategies like recruiting an anchor tenant. Additional scope may be added in assisting the city with implementation of these strategies at the city's discretion. Assistance with recruitment, anchor tenant identification?
8. Hold a minimum of two (2) community visioning sessions and several stakeholder group engagements to capture community and stakeholder views on Orting's future and incorporate this information into the final report. A technical advisory committee comprised of key City staff members will also be available for any needed consultation. Provide a basic layout of your proposed meeting schedule with community and stakeholders groups in your response. Provide recommended community stakeholders for our engagement beyond that of simply working with the Orting Chamber of Commerce.
9. Prepare a customized economic development strategic plan for the City of Orting for the next 15 years, setting forth specific goals and objectives for capitalizing on existing economic opportunities and suggesting potential solutions to the economic development challenges that Orting faces. The final report shall propose activities, projects, and programs meant to implement goals set forth in the strategy. The final plan shall include specific recommendations for implementation of these activities and the preparation of basic performance measures to track and evaluate progress towards achieving the stated goals of the overall strategy. Specific questions to be answered by this plan include but are not limited to:
 - a. Targeted sectors for future development: Recommendations on what business sectors Orting should focus its efforts on for future commercial growth (i.e.,

Commented [10]: Or even just a recommendation on whether this would serve our interests

retail, general office, ~~light industrial~~, professional services, ~~business park~~, etc.).

How does Orting overcome barriers to this growth if any exist?

- b. Business attraction and retention: Preparation of a basic business attraction/retention strategy for preferred business sectors identified by this report.
- c. Employment Lands: Sandy has an employment lands area north of US26 at 362nd Avenue with approximately 86 acres of buildable land that will become available to development in the next 24 months as we complete street access to the area. Using the data and analysis from this economic development strategic plan, provide at least two potentially successful development strategies for this property that would result in the addition of living wage jobs to the community. Strategies should include steps for how the City of Sandy can most effectively incentivize the type of development proposed.

10. The City of Orting is currently under contract with AHBL and ECONorthwest for the development of a Comprehensive Plan update and a new Economic Development Analysis. This work will be wrapped up by the end of 2024.

Commented [11]: Perhaps this is where we key in on the school property?

Commented [12R11]: Is it too lofty to key in on that area? As of now, we don't have any reason to suspect a school won't be built there, right? Assuming a school is built, I wonder if there's a way to partner with the district to restrict some of the land to MUTC development...could incentivize their development process somehow, reduced permit fees or something.

Commented [13R11]: I think there is a world in which we push the school to divest this property since they purchased and rezoned two of the three MUTCN parcels.



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: Orting Standing on Prevention (OSTOP) request to hold town hall event in City Hall Council Chambers.	AB24-118	CGA		
		11.6.2024		
	Department:	Administration		
	Date Submitted:	10.30.2024		
Cost of Item:	N/A			
Amount Budgeted:	N/A			
Unexpended Balance:	N/A			
Bars #:	N/A			
Timeline:				
Submitted By:	Kim Agfalvi, City Clerk			
Fiscal Note:				
Attachments:	Email dated 10.18.2024			
SUMMARY STATEMENT:				
<p>City Administrator Scott Larson received an email from Amber Brooks, Director of Youth and Prevention Services for Recovery Café of Orting Valley stating that the Orting Middle School student leadership team is seeking to use the City Hall Council Chambers to host a student led town hall event in February of 2025.</p> <p>The event will consist of education on drug prevention with a focus on the dangers of vaping, cannabis, and fentanyl. The presentation will be supported by the Washington State Health Care Authority and the Tacoma Pierce County Health Department.</p> <p>The email specifically requests the use of Orting City Hall as the venue and to have the event broadcasted and supported by the City Council, should they be willing to participate.</p>				
RECOMMENDED ACTION: <u>Action:</u>				
TBD.				
FUTURE MOTION: <u>Motion:</u>				
TBD.				

Kim Agfalvi

From: Scott Larson
Sent: Friday, October 18, 2024 1:59 PM
To: 'Amber Brooks'
Cc: Kim Agfalvi
Subject: RE: OSTOP- Use of City Hall for Student-Led Drug Prevention Town Hall Meeting

Hi Amber –

Thanks for the bump on this one. Let me know what date you are thinking about hosting your event and we can probably arrange for use of the council chamber. I will forward your request for council support along to the our CGA committee that is responsible for community affairs. They will next meet on 11/6 at 9 am, and you are welcome to attend to provide additional insight into your program.

Scott Larson, City Administrator
City of Orting

t: 360-893-9006 | c: 253-355-5166 | www.cityoforting.org
slarson@cityoforting.org | 104 Bridge St S. Orting, WA 98360



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From: Amber Brooks <amber@recoverycafeorting.org>
Sent: Friday, October 18, 2024 12:38 PM
To: Scott Larson <SLarson@cityoforting.org>
Subject: Re: OSTOP- Use of City Hall for Student-Led Drug Prevention Town Hall Meeting

Dear Mr. Larson,

I hope this message finds you well. I wanted to follow up on my previous email regarding the student-led Town Hall event we are hoping to host in February at City Hall, which will focus on drug prevention efforts in our community. I understand that you may have been on vacation, and I appreciate your time in considering our request.

Our youth leadership team is eager to move forward with this important initiative, and we believe that collaborating with the City of Orting will amplify the message about the dangers of drug use and the importance of prevention. We are especially excited about the potential for City Council involvement and broadcasting the event to reach a wider audience.

I would love to connect and discuss how we can work together to support this effort and ensure the community is actively engaged in reducing drug use among our youth. Please let me know if we can schedule a time to discuss this further or if there are any updates regarding our request.

Thank you again for your consideration, and I look forward to hearing from you soon.

Best regards,

On Mon, Oct 7, 2024 at 10:19 PM Amber Brooks <amber@recoverycafeorting.org> wrote:

Dear Mr. Larson,

My name is Amber Brooks, and I am the Director of Youth and Prevention Services for Recovery Cafe Orting Valley, where I lead the local drug prevention coalition for our community. I am writing on behalf of our Orting Middle School student leadership team to explore a partnership with the City of Orting in support of our community prevention efforts.

We are seeking the opportunity to host an important student-led Town Hall event in February, preferably on a Friday evening, at the City Hall building. This event will focus on drug prevention, with our youth presenting on the dangers of vaping, cannabis, and fentanyl. They will challenge parents, community leaders, and school officials to engage in healthy prevention communication and emphasize the critical need for positive adult influence, including promoting adult sobriety, to help create lasting change in our community. This presentation will be supported by the Washington State Health Care Authority and the Tacoma Pierce County health Department. Each element of the presentation will be vetted by our experts and supported by

In addition to requesting the use of City Hall as the venue, we would be grateful if the event could be broadcasted and supported by the City Council, should they be willing to participate.

We understand this is a significant request, but we hope that the advance notice allows ample time to discuss and plan for this vital event. Our youth are eager to bring this message to the forefront, and we believe this Town Hall will have a meaningful impact on the community.

Please let us know if we can discuss this further, and we are happy to provide additional details. Thank you for considering our request, and we look forward to your response.

Best regards,

--

Amber Brooks

253.256.9359



**PO Box 1867
113 Varner Ave SE, Orting, WA, 98360**

www.recoverycafeorting.org

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--

Amber Brooks

253.256.9359



PO Box 1867

113 Varner Ave SE, Orting, WA, 98360

www.recoverycafeorting.org

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**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: Fisherman Parking.	AB24-104	CGA		
		10.2.2024		
		11.6.2024		
	Department: Administration			
	Date Submitted: 9.27.2024			
Cost of Item:		N/A		
Amount Budgeted:		N/A		
Unexpended Balance:		N/A		
Bars #:		N/A		
Timeline:				
Submitted By:		Scott Larson		
Fiscal Note:				
Attachment:				
SUMMARY STATEMENT:				
<p>The City has received a number of complaints related to fisherman leaving garbage in parking lots, in streets, and on the river bed. Further, we receive a number of complaints related to fisherman parking and early morning disruptions to our neighborhoods. The Mayor and City Administrator recommend considering additional ideas to enforce public health and safety regulations to lessen he impact to the community.</p> <p>Currently, the city has certain restrictions on parking in OMC 7-9-2: Except as provided in this chapter, no person shall stop, stand or park a motor vehicle, as that term is defined in section 7-1-1 of this title, upon any of the following designated streets on and from September 1 through November 30:</p> <ul style="list-style-type: none"> • Bridge Street Southeast from Varner Avenue Southeast to the east end of Bridge Street Southeast • Daffodil Avenue NE • Mill Avenue Southeast between Hardefeldt Street Southeast and Train Street Southeast • River Avenue Northeast between Calistoga Street East and the Carbon River • Washington Avenue Southeast between Hardefeldt Street Southeast and Brown Way Southeast <p>Ideas to mitigate the impact of fisherman include expanding the no parking areas and/or adding resources to more strictly enforce the current regulations.</p>				
RECOMMENDED ACTION: <u>Action:</u>				
Discussion item only.				
FUTURE MOTION: <u>Motion:</u>				
TBD.				



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: City Facility Discussion.	AB24-121	CGA		
		11.6.2024		
	Department:	Administration		
	Date Submitted:	11.1.2024		
Cost of Item:	N/A			
Amount Budgeted:	N/A			
Unexpended Balance:	N/A			
Bars #:	N/A			
Timeline:				
Submitted By:	Scott Larson, City Administrator			
Fiscal Note:				
Attachments:	List of City Facilities			
SUMMARY STATEMENT:				
<p>Staff have provided an inventory of city facilities and identified a number of facilities that are underutilized or no longer used. Staff recommend that council discuss opportunities to surplus or reuse these facilities.</p>				
RECOMMENDED ACTION: <u>Action:</u>				
Discussion Item Only.				
FUTURE MOTION: <u>Motion:</u>				
None.				

Address	DESCRIPTION	PARCEL	City owned?	Fund	Detail	Note	Vacant?	Condition	Condition Note	Recommendation
703 Kansas Av SW	Residential	0519311068	Yes	Streets	Rental		No	Fair	Will be demolished as part of Whitehawk	
104 Bridge St S	Orting City Hall (NEW)	0519326010	Yes	General/Multi	City Hall		No	Good		
601 CALISTOGA ST SW	CITY SHOP (OLD)	0519311022	Yes	Utility	Old Shop		No	Fair	What is needed to improve from poor condition? Its older but functional and needs general cleanup.	Surplus
902 ROCKY ROAD NE	CARBON RIVER SEWER PLT (WRRF)	0519301034	Yes	Sewer	WWTP		No	Good	Pending biosolids Upgrade	
409 Orting Av NW	Whitehawk Park on Orting Ave NW	7000940480	Yes	Park	Whitehawk Park		No	Good	New park equipment	
802 CALISTOGA SW	Calistoga Park/Dog park/Storm Pond	7000980080	Yes	Park	Calistoga Park		No	Good	New park equipment, will likely be encroached by Jones Levee Project	
101 Williams Blvd NE	Well #3 and Storm Pond on Daffodil near Mazza St NE	7001770850	Yes	Water	Well 3		No	Good		
TRACTS	Sewer Lift Station @ Gipple St NE & Hansberry Ave NE	7001861130	Yes	Sewer	Lift Station		No	Good	New pumps in 2024	
101 to 102 Train St SE	City Park (between Calistoga St W & Bridge St SW)	0519293126	Yes	Park	Main Park	Future Project	No	Fair	Bathroom could use refresh, park equipment ~10-12 yrs old	2026 Project
101 WASHINGTON AV N	City Park (between Calistoga St W & Leber St NW)	0519293133	Yes	Park	North Park		No	Good	Orting Station is good. Fountain is good.	
401 Whitehawk Blvd NW	Gratzer Park / Portion of the Ken Wolfee Levee System	0519304037	Yes	Park	Gratzer		No	Good	New multiuse field in 2022, baseball fields in decent shape. Includes the set back levee.	
XXX LEACH RD E (other side of river)	Portion of the Ken Wolfe Levee	0519311113	Yes	Storm	Levee	Setback Levee area	Yes		Setback Levee area	
425 WASHINGTON AV SE	Parks - Charter Park - Skate Park	0519321017	Yes	Park	Charter Park		No	Good	Skate park good, bathroom under construction	
XXX ORTING-KAPOWSIN HWY E	CEMETERY (AND small section across street)	0418011001	Yes	Cemetery			No	Fair	pump house fair, well pump new in 2022	
22322 FISK RD E	Harman Springs Water Source	0518084002	Yes	Water	Harmon Spring		No	Good	New infrastructure in aughts	
310 ICEY ST SW	Well #2 water source	0519322115	Yes	Water	Well 2		No	Fair	Mothballed. WSP to determine future	
18711 SR 162 E	Well #1 Water source	0519324018	Yes	Water	Well 1		No	Good	Reservoir fair	
23128 177th St E	Wingate Springs	0519362005	Yes	Water	Wingate Spring		No	Fair	reservoir in poor condition	
202 WASHINGTON AV S	MPC/Library	6565000070	Yes	General	MPC/Library	Bldg Envelope Work, boundry line adjustment?	No	Fair	Building could use refresh	
202 WASHINGTON AV S	MPC/Library	6565000080	Yes	General	MPC/Library	Bldg Envelope Work	No	Fair	Building could use refresh	
110 TRAIN ST SE	Old City Hall	6565000090	Yes	General	Old City Hall		No	Poor	Needs new roof, exterior needs work, windows need replacing, potential environmental issues, electrical and asbestos	Surplus or redevelop
XXX WASHINGTON AVE E	TRAIL @ Chief Emmons Lane	0519301025	Yes	Park	Trail		Yes			

Address	DESCRIPTION	PARCEL	City owned?	Fund	Detail	Note	Vacant?	Condition	Condition Note	Recommendation
XXX 156TH AVE E	DUMP (Cemetery Hill)	0518062003	Yes	General	Dump	Tree forestry work?	Yes		19.5 total acres of Fir/Alder/Cotton Wood, Dump is on the NE side of the parcel. SW is clear.	
XXX UNDERTERMINED SITUS	RAILS TO TRAIL (104 Whitesell St NW to Bridge St S)	0519293132	Yes	Park	Trail		Yes			
XXX OLD PIONEER WY NW	RAILS TO TRAIL (Old Pioneer Way NW & Lane Blvd NW)	0519302023	Yes	Park	Trail		Yes			
XXX Calisoga St W	Greenbelt (@ Puy. Riv. / Calistoga & Kansas)	0519311094	Yes	Storm	Levee		Yes		Ken Wolfe Levee	
XXX DEEDED LN SW	Streets ROW (section of Deeded Ln NW)	5925200190	Yes	Streets			Yes			
UNDERTERMINED SITUS	Streets ROW (At Triangle Park next to residential)	3670200100	Yes	Park	Triangle Park	Boundary Line Adjustment	Yes		Boundary Line Adjustment Needed	
XXX ELDRIDGE AVE SW	Streets ROW (on Eldredge Ave SW @ Calistoga St W)	0519322095	Yes	Street			Yes			
XXX AMMONS LN NE	Streets ROW (on Ammons Ln NE @ Leber St NE)	6565000440	Yes	Street			Yes			
PART OF DEEDED LANE SW	Streets ROW (Map option not available on PC Tres)	5925000440	Yes	Street			Yes			
PART OF DEEDED LANE SW	Streets ROW (Map option not available on PC Tres)	5925200050	Yes	Street			Yes			
PART OF DEEDED LANE SW	Streets ROW (Map option not available on PC Tres)	5925200110	Yes	Street			Yes			
XXX DEEDED LN SW	Streets ROW (section of Deeded @ Hays Ave Sw)	5925200180	Yes	Street			Yes			
511 BROWN WAY SE	Rainer Meadows Park & Storm Retention Pond	7000540610	Yes	Storm	Storm Pond		Yes			
XXX UNDERTERMINED SITUS	TRAIL across from Orting H.S.	7000570610	Yes	Park	Trail		Yes			
XXX ICEY ST SW	Storm Pond on Icey Street SW near Grinnell Ave SW	7001320210	Yes	Storm	Storm Pond		Yes			
1203 OLD PIONEER WY NW	Storm Pond on Boatman Ave NW	7001470860	Yes	Storm	Storm Pond		Yes			
TRACTS	RAILS TO TRAIL @ on Lane Blvd NW-North of Old Pioneer Way NW	7001610940	Yes	Park	Trail		Yes			
TRACTS	Storm Pond on Hansberry Ave NE & Mazza St NE	7001770860	Yes	Storm	Storm Pond		Yes			
TRACTS	ROW (small walking trail from Daffodil to Riparian Area- near Weaver St NE)	7001972550	Yes	Parks	Access Trail		Yes			
TRACTS	Storm Pond on Daffodil Ave NE & Rocky Rd NE	7001972560	Yes	Storm	Storm Pond		Yes			
TRACTS	ROW (small walking trail from Riddell Ave NE to SR 162)	7001972570	Yes	Park	Access Trail		Yes			
TRACTS	Streets ROW (section of Rocky Rd NE along wood fence line to end of storm pond)	7001972580	Yes	Street			Yes			
TRACTS	ROW (small paved walking path on Daffodil Ave NE to Riparian area - near Kendall St NE)	7002121840	Yes	Park	Access Trail		Yes			
1116 A Ross Ave NW	williams park	7002130730	Yes	Park	Williams Park		Yes			
TRACTS	ROW for Sewer Main	7002130750	Yes	Park	Trail		Yes			
TRACTS	Streets ROW off Williams Blvd NW-appears to be small path	7002130760	Yes	Park	Access Trail		Yes			

Address	DESCRIPTION	PARCEL	City owned?	Fund	Detail	Note	Vacant?	Condition	Condition Note	Recommendation
TRACTS	Storm Pond off Balmer St SW	7002150390	Yes	Storm	Storm Pond	Access and sale of the lot.	Yes		Storm Line runs thru the lot, 30 inch corrugated plastic on the south lot boundary line.	
TRACTS	Storm Pond off Balmer St SW	7002150400	Yes	General		Dedicated as part of Meadows	Yes			
Acc+C50:150	Storm Pond in Village Green along Puyallup River	0419251024	Yes	Storm	Lift Station & Storm Pond		No	Good		
ORTING CITY PARK	Riparian area in Rivers Edge behind Daffodil Ave NE (between Williams Blvd NE & Ames St NE)	0519192009	Yes	Storm	Natural Area at Carbon River Neighborhood		Yes			
TRACTS	Riparian area in Rivers Edge behind Daffodil Ave NE (between Silvernail Ln NE & Nelsen St NE)	0519194015	Yes	Park	Natural Area		Yes			
221 Whitesell St NW	Streets ROW (along Rails To Trail between Leber St NW & Whitesell St NW)	0519293131	Yes	Park	Trail		Yes			
811 OLD PIONEER WY NW	RAILS TO TRAIL (section from Rocky Rd NE - heading North)	0519301021	Yes	Park	Trail		Yes			
XXX WASHINGTON AV E	RAILS TO TRAIL (section directly in front of Rocky Rd NE)	0519301022	Yes	Park	Trail		Yes			
XXX WASHINGTON AV E	RAILS TO TRAIL (section from Rocky Rd NE - heading south)	0519301023	Yes	Park	Trail		Yes			
XXX WASHINGTON AV E	RAILS TO TRAIL (section from Chief Emmons Ln NW heading north)	0519301024	Yes	Park	Trail		Yes			
XXX WASHINGTON AV E	RAILS TO TRAIL (section from Rocky Rd NE to Lane Blvd NW)	0519302018	Yes	Park	Trail		Yes			
18210 LEACH RD E	Puyallup River (section of wetlands and river)	0519311110	Yes	Storm	Levee	Ken Wolfe Levee	Yes		In the Puyallup river and Levee	
XXX LEACH RD E	Parks - section near Gratzler Park - south of Whitehawk Park (easement)	0519311114	Yes	Street	Unopened Whitehawk RoW	Whitehawk RoW Bypass	Yes		Whitehawk RoW Bypass	
XXX ELDREDGE AV SW	Streets ROW (section between Train St SW & Calistoga St W)	0519322014	Yes	Street			Yes			
XXX CORRIN AV SE	RAILS TO TRAIL (section between Eagles Parking and New City Hall)	0519326012	Yes	Park	Trail		Yes			
XXX CORRIN AV SW	RAILS TO TRAIL (section adjacent to Eagles Parking)	0519326013	Yes	Park	Trail	Encroachment Issue	Yes			
201 CALISTOGA ST W	Easement off Corrin Ave NW (between Calistoga St W & Leber St NW)	3670000512	Yes	Street	Alley/storm line	Validate Storm Line to Catch Basins	Yes			
XXX HARRISON LN SE	Streets ROW (Harrison Ln SE)	4685000064	Yes	Street	Harrison Ln SE		Yes			
901 ROCKY ROAD NE	Riparian Area behind Daffodil (between Rocky Rd NE & Mazza St NE)	0519301035	Yes	Storm	Carbon River Landing Green Belt		Yes			
XXX Icy St SW	Green blet common area	7000400990	Yes	Water	Water main		Yes		Water line	
XXX AMMONS LN NE	Streets ROW (small section south of Leber St NE)	6565000420	Yes	Street			Yes			
801 Calistoga St W	Wetlands & Puy. Riv. (from Calistoga St W heading North)	0519311092	Yes	Storm	Levee	Ken Wolfe Levee	Yes		Ken Wolfe Levee	
TRACTS	Green blet common area (off Sigafos Ave NW-near Louise Wise Ave NE)	7002750840	Yes	Parks	Access Trail	Sidewalk to nowhere	Yes		Sidewalk to nowhere	

Address	DESCRIPTION	PARCEL	City owned?	Fund	Detail	Note	Vacant?	Condition	Condition Note	Recommendation
XXX Calisoga St W	Small Parcel near Gratzler Park - to right of	0519311094	Yes	Storm	Levee		Yes			
UNDERTERMINED SITUS	Streets ROW (Map option not available on PC Tres)	5925000360	Yes	Street	Deeded		Yes			
TRACTS	Green Belt Common Area (behind The Meadows on Puyallup River)	7003010220	Yes	Storm	Levee		Yes			
XXX ELDREDGE AV SW	Streets ROW (small section off Eldredge Ave SW @ Calistoga St W)	0519322095	Yes	Street	Eldredge	Little Parcels there?	Yes		This should be included in the city right of way.	
515 Calistoga St W	STREET ROW RENTAL HOUSE	6830000030	Yes	Rental	Rental House	This is the rental house for the Whitehawk Bypass	No	Fair	Will be demolished as part of Whitehawk	
Balmer St SW	Located west end of Balmer - dedicated as part of Meadows Ph. 1	7002150390	Yes	General		Dedicated as part of Meadows	Yes		Is there an access easement across 7002150320?	Surplus if possible
401 Washington Ave S	Sawdust Burner	RoW	No	Parks	Historical Burner	FAIR	No			
1412 WILLIAMS AVE NW	Easement, VG Sewer Lift Station	6023280230	No	Sewer	VG Lift Station		No	Fair	Budget 2026	
522 BROWN ST SE	Rainier Meadows Lift Station	RoW	No	Sewer	Rainier Meadows Lift Station		No	Good		
901 Orting Kapowsin Hwy E	Puyallup River Lift Station	RoW	No	Sewer	Puyallup River Lift Station		No	Good	New in 2021	
14604 149th St Ct E	Easement, High Cedars Lift Station	0419241703	No	Sewer	High Cedars Lift Station		No	Good	New in 2017	
127 Train St. SW	Bell Tower	RoW	No	Park	Bell Tower		No	Good		



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: Legislative Priorities 2025.	AB24-83	CGA		
		7.3.2024 9.4.2024 11.6.2024		
	Department:	Administration		
	Date Submitted:	6.26.2024		
Cost of Item:	N/A			
Amount Budgeted:	N/A			
Unexpended Balance:	N/A			
Bars #:	N/A			
Timeline:				
Submitted By:	Kim Mahoney, Community Development Director Scott Larson, City Administrator			

Fiscal Note:

Attachments:

SUMMARY STATEMENT:

Staff have identified one legislative priority for the CGA Committee.

Community Development Department – Legislative Priority

Minding the wealth of new state requirements cities must adhere to, the widespread industry staffing challenges, and the importance in retaining a sense of local community and culture, the City wants to prioritize consistency among state agency mandates and worries that state agencies have not considered the application of their many mandates through a realistic lens.

Recent changes to building and energy codes, creation of wildland-urban interface codes, reduced impact fee collection for certain developments, and abbreviated project review timelines with financial penalties on cities contribute to increased development cost and increased risk to public infrastructure; these changes work in stark contrast to other recent legislation calling for an increase in affordable housing, accessory dwelling units, supportive housing, and ADA-compliant public infrastructure. It is not realistic to expect private industry developers to build more expensive structures for less revenue. It is not practical to impede revenue streams for public infrastructure improvements and expect public infrastructure to improve. It is not responsible to ignore the cost and risk burdens imposed on property owners by insurance providers who learn of new hazards to assets which are mitigated by yet more costly regulated development practices.

The City is concerned that state agencies have enacted disjointed legislation and is worried about the repercussion’s cities will face when development expectations from the state are unmet. The promise of

more legislation in the coming years on climate readiness, shoreline management, housing, and transportation lead the City to prioritize legislation that can be successfully implemented in tandem and can be done so without risk to the individual character and values of each city.

RECOMMENDED ACTION: Action:

Discussion and identify any further policy development specific to CGA.

FUTURE MOTION: Motion:

None.



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: CGA Goals	AB24-70	CGA		
		5.1.2024, 6.5.2024 7.3.2024, 9.4.2024, 10.2.2024, 11.6.2024		
	Department:	Council		
	Date Submitted:	4.25.2024		
Cost of Item:	N/A			
Amount Budgeted:	N/A			
Unexpended Balance:	N/A			
Bars #:	N/A			
Timeline:	None			
Submitted By:	Scott Larson			
Fiscal Note: None				
Attachments: Goals Sheet from Goals Meeting				
SUMMARY STATEMENT: Goals Identified for CGA include:				
<p>4. New Council Packet - Compile a new councilmember orientation packet that will give newly elected Councilmembers a tool to use to familiarize themselves with how the City of Orting functions.</p> <p>5. Development Permit Process – Review, clarify, and align the city’s development permitting process and appeal process for titles related to land use. Updates to this code will require Planning Commission public hearing and recommendation.</p> <p>6. Whitehawk/Gratzer Park Master Plan – Similar to the Main Park Master Plan. Plan will need to incorporate Whitehawk Boulevard project into alternatives.</p> <p>7. Youth Advisory Board – The City of Orting aims to establish a youth advisory board of high school students to advise on city events and activities. Participants will work with the Parks and Recreation Department, volunteering for and planning major events, and suggesting classes for community engagement.</p> <p>9. Council professional development – Establish goals for ongoing training and development opportunities for council members.</p>				
RECOMMENDED ACTION: <u>Action:</u>				
Clarify Goals Assigned to CGA for Study Session.				
FUTURE MOTION: <u>Motion:</u>				
TBD.				



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: Recovery Café Grant Request.	AB24-120	CGA		
		11.6.2024		
	Department:	Administration		
	Date Submitted:	10.31.2024		
Cost of Item:	N/A			
Amount Budgeted:	N/A			
Unexpended Balance:	N/A			
Bars #:	N/A			
Timeline:	N/A			
Submitted By:	Scott Larson			
Fiscal Note: N/A				
Attachments: Letter to Café, Email Response from Café				
SUMMARY STATEMENT:				
<p>The City sent the Recovery Café a letter to better understand their changed circumstances including elimination of their Recovery Navigator program, and their request to terminate the lease at Old City Hall. The city received a response which is attached, and indicates their changed circumstances do not impact the proposed use of the funds for housing support.</p>				
RECOMMENDED ACTION: <u>Action:</u>				
Provide direction to staff on next steps.				
FUTURE MOTION: <u>Motion:</u>				
TBD.				



CITY OF ORTING

104 BRIDGE ST. S, PO BOX 489, ORTING WA 98360
Phone: (360) 893-2219 FAX: (360) 893-6809
www.cityoforting.org

October 30, 2024

Recovery Café Orting Valley
c/o Tara Fanson
PO Box 1867
Orting, WA 98360

Re: City of Orting Grant Request

Dear Ms. Fanson,

Thank you for your organization's continued service to our community. Recently, the City has become aware of changes to your operations that may impact the services you provide, including:

1. On October 23, 2024, the Café notified the City that it would be ending its lease at 110 Train Street and relocating to 113 Varner.
2. On October 25, 2024, the City received notice from Pierce County stating that Pierce County Alliance is now the only recovery navigator program eligible for law enforcement referrals in the county. It is also our understanding that this reduction in service will lead to the layoff of many of the Café's staff.

Could you please provide details on how these changes will affect your services to the community and whether there will be any changes to your use of the requested grant funds?

Thank you for taking the time to address these questions as we evaluate your grant request and determine the best use of our social service funds.

Sincerely,

Scott Larson
City Administrator

Cc: Joshua Penner, Mayor
Kim Agfalvi, City Clerk

Scott Larson

From: Tara Fanson <tara@recoverycafeorting.org>
Sent: Thursday, October 31, 2024 11:41 AM
To: Scott Larson
Subject: Re: Letter

Hello Scott,

Thank you for the letter.

We are shifting how and where we currently offer services to our community for a variety of reasons. Our main reason being, our funders adjustment of funds and it shifting to Pierce County Alliance to be the primary Navigator Program for the county. This means all justice, diversion, and law enforcement referrals will go to Pierce County Alliance for case management. They have the primary source of funding. This does not mean that these same clients cannot attend our services. The services we provide will be dialed into peer support and group support.

Our staff will be a team of five moving forward. This is more than sustainable for the new service we will be offering. We will provide adult services M-Th, 10am-2pm and youth services M-Th, 230pm-6pm.

The funding for housing support that we requested does not impact our goal to provide quick shelter, paying for utilities, and avoiding homelessness. These funds are secure and staffing can support these efforts.

- Tara

On Thu, Oct 31, 2024 at 10:37 AM Scott Larson <SLarson@cityoforting.org> wrote:

Good morning Tara,

I dropped a formal letter in the mail yesterday. A copy is attached.

Scott Larson, City Administrator

City of Orting

t: 360-893-9006 | c: 253-355-5166 | www.cityoforting.org

slarson@cityoforting.org | 104 Bridge St S. Orting, WA 98360



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From: Tara Fanson <tara@recoverycafeorting.org>
Sent: Thursday, October 31, 2024 10:23 AM
To: Scott Larson <SLarson@cityoforting.org>
Subject: Letter

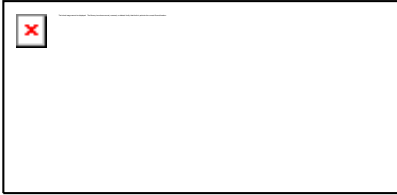
Hello Scott,

I was informed that you may have sent me a letter to respond too. If you did, I have not received this letter.

Tara Fanson,
Recover Navigator Program Manager
Finance and Compliance Director
&HR

360.208.8018 (office)

253.268.9347 (RNP 24 HR Hotline)



"A healing community for those impacted by life challenges"

PO Box 1867

110 Train Street SE, Orting, WA, 98360

www.recoverycafeorting.org

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Tara Fanson,

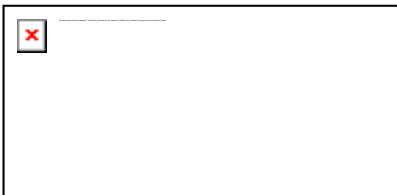
Recover Navigator Program Manager

Finance and Compliance Director

&HR

360.208.8018 (office)

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CGA Committee Minutes
October 2nd, 2024
9:00am

- Greg Hogan, Councilmember, Chair**
- Jeff Sproul, Councilmember**
- Kim Agfalvi, City Clerk**
- Scott Larson, City Administrator**
- Gretchen Russo, Finance Director**
- Danielle Charchenko, Executive Assistant/Records Clerk**

1. Call to Order

Councilmember Greg Hogan called the meeting to order at 9:04am. In attendance at the meeting was Councilmember Greg Hogan, Councilmember Jeff Sproul, City Administrator Scott Larson, City Clerk Kim Agfalvi, Finance Director Gretchen Russo, and Executive Assistant Danielle Charchenko.

2. Public Comments

None.

3. Agenda Items

A. AB24-79 – 2025 Grants.

City Clerk Kim Agfalvi briefed on 2025 grant requests and stated that she had completed an updated grant spreadsheet that accurately reflects each tier, per the approved grant policy. Committee discussion followed. The CGA committee requested to add grant policy review to the November CGA agenda.

Action: Move forward to study session on October 16th, 2024 for Council consideration.

B. AB24-27 – RV Code Amendments.

Community Development Director Kim Mahoney briefed on the proposed RV code amendments recommended by the Planning Commission. She asked the CGA committee to consider screening options for RVs and the number of units allowed on a property. Committee discussion followed.

Action: Move forward to study session on September 18th, 2024 for Council consideration.

C. AB24-100 – 2025 Fee Schedule.

City Clerk Kim Agfalvi briefed on the annual update of the City fee schedule. She stated updates include general cleanup, addition of hourly staff rates and updated to land use fees. Committee discussion followed.

Action: Move forward to study session on October 16th, 2024 for Council consideration.

Councilmember Sproul requested a 5-minute recess at 10:35am. The meeting resumed at 10:40am.

D. AB24-103 – Personnel Manual Updates.

Human Resource Director Shawna Punzalan briefed on the proposed changes to the personnel manual. She stated updates include title clarifications, clarification on absence notification, added language for step increases of non-represented employees, removed the list of specified comparable cities, added language for part-time and term-limited employee benefits, and added FMLA and PFML policy language.

Action: Move forward to study session on October 16th, 2024 for Council consideration.

E. AB24-87 – Policies and Procedure Calendar.

City Clerk Kim Agfalvi stated Council Rules of procedure, Council Code of Conduct, and Council Code of Ethics have been added to the Policies and Procedure Calendar, per Council request.

Action: Move forward to study session on October 16th, 2024 for Council consideration.

F. AB24-104 – Fisherman Parking.

City Administrator Scott Larson briefed that the City had received a number of complaints related to fisherman leaving garbage in parking lots, in streets, and on the river bed. He stated the City had also received complaints related to fisherman parking and early morning disruptions to neighborhoods. City staff recommended considering additional ideas to enforce public health and safety regulations to lessen the impact to the community. Committee discussion followed.

Action: Bring back to November CGA meeting on November 6th, 2024.

G. AB24-70 – Council Goals.

City Administrator Scott Larson briefed on the following Council goals identified for CGA:

- **Goal 4: New Council Packet** –City Clerk Kim Agfalvi provided a draft packet for Councilmembers Sproul and Hogan to review and provide feedback.
- **Goal 5: Development Permit Process** – City Administrator Scott Larson and Community Development Director Kim Mahoney had drafted and submitted updated code to Planning Commission for review. Updates will require a public hearing and recommendation.
- **Goal 6: Whitehawk/Gratzer Park Master Plan** – No updates at this time.
- **Goal 7: Youth Advisory Board** – Currently in the research phase and will focus on this goal once the New Council Packet is complete.
- **Goal 9: Council Professional Development** – CGA requested that Council Professional Development be added to the New Council Packet to help Councilmember identify opportunities for enrichment and continuing education resources.

Committee discussion followed.

Action: Bring back to November CGA meeting on November 6th, 2024.

4. Meeting Minutes of September 4th, 2024.

The meeting minutes of September 4th, 2024 were approved.

5. Action Items/Round table review.

Final comments.

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

6. Adjournment

Councilmember Hogan adjourned the meeting at 11:35am.

ATTEST:

Kimberly Agfalvi, City Clerk, CMC