

COUNCILMEMBERS

Position No.

1. Tod Gunther
2. Chris Moore
3. Don Tracy
4. Jeffery Sproul
5. Stanley Holland
6. Greg Hogan
7. Melodi Koenig



ORTING CITY COUNCIL
Study Session Meeting Minutes
104 Bridge Street S, Orting, WA
Zoom – Virtual
September 18th, 2024
6:00 p.m.

Deputy Mayor Tod Gunther, Chair

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

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

Councilmembers present: Councilmembers Don Tracy, Jeff Sproul, Greg Hogan, Melodi Koenig, and Deputy Mayor Tod Gunther.

Virtual: Councilmember Holland.

Absent: Councilmember Moore and Mayor Penner.

Staff present: City Administrator Scott Larson, Public Works Director Ryan McBee, Police Chief Devon Gabreluk, City Clerk Kim Agfalvi, Finance Director Gretchen Russo, Executive Assistant Danielle Charchenko, Community Development Director Kim Mahoney, Emergency Management Coordinator Tim Bauer.

2. COMMITTEE REPORTS.

A. Public Works - CM Moore & CM Koenig.

- Review of monthly building reports.
- Kansas Street budget amendment.
- Engineering updates from contract engineer JC Hungerford.
- Competitive bidding policy update.
- Water Resource Recovery Facility design update.

B. Public Safety - CM Tracy & CM Holland.

- Police goals.
- Police hiring update.
- Monthly police statistics.
- Automated school zone cameras.

C. Community and Government Affairs - CM Hogan & CM Sproul.

- WATV route discussion.
- All other committee items are on the agenda.

3. STAFF REPORTS.

Police.

Police Chief Devon Gabreluk briefed on the following:

- Hiring update.
- South Sound 911 records management system.
- Speed display signs.
- Flock camera installation.

Americans with Disabilities Act – reasonable accommodations provided upon request (360) 893-2219

Next Regular Meeting: September 25th, 2024 7:00pm

Public Works.

Public Works Director Ryan McBee briefed on the following:

- Capital Projects Manager hiring update.
- Public Works Superintendent hiring update.
- Asset and work management software update.
- Orting Emergency Evacuation Pedestrian Bridge.
- Water Resource Recovery Facility design update.

Clerk/Parks and Recreation.

City Clerk Kim Agfalvi briefed on the following:

- Parks and Recreation registrations.
- Washington Municipal Clerks Association conference in October.
- Washington City Managers Association conference held in August.

Community Development.

Community Development Director Kim Mahoney briefed on the following:

- Comprehensive Plan update.

Administration.

City Administrator Scott Larson briefed on the following:

- Budget retreat will be held on September 21st, 2024 at 9:00am and a second budget meeting is scheduled for October 23rd, 2024 if needed.
- Kansas Street open house.
- Police Guild bargaining.

Finance.

Finance Director Gretchen Russo briefed on the following:

- 2025 budget update.

4. PRESENTATIONS

A. AB24-74 – Comprehensive Emergency Management Plan (CEMP) – Public Safety Committee.

To view full version of Comprehensive Emergency Management Plan, [Click here.](#)

Pat Donovan from the East Pierce Interlocal Coalition for Emergency Management (EPIC) presented a power point presentation and briefed on what the coalition is, what the Comprehensive Emergency Management plan is, the basic and the annex jurisdictional plans, and the process for developing the jurisdictional, and hazards that the jurisdictions face. Council discussion followed.

Action: Move forward to regular business meeting on September 25th, 2024 as a consent agenda item.

5. AGENDA ITEMS.

A. AB24-98 – Council Rules – Committee Meetings – Public Works Committee.

Councilmember Koenig briefed on the Council Rules of Procedure section 2.3; Council Committee Meetings. Council discussion followed.

Action: Informational item only.

B. AB24-27 – RV Code Amendments – CGA Committee.

Councilmember Hogan briefed on potential RV code amendments recommended by the Planning Commission. Council discussion followed.

Action: Move item back to CGA committee meeting on October 2nd, 2024.

C. AB24-30 – Murrey’s Franchise Agreement – CGA Committee.

Councilmember Sproul briefed that the final draft of the Murrey’s Franchise Agreement is ready to move forward for public hearing on September 25th, 2024. Council discussion followed.

Action: Move forward to the regular business meeting on September 25th, 2024 for a public hearing with possible action to follow.

D. AB24-96 – Purchasing Policy Update – Public Works Committee.

Councilmember Koenig briefed on the proposed updates to the City of Orting Purchasing Policy. Council discussion followed.

Action: Move forward to the regular business meeting on September 25th, 2024 as a consent agenda item.

E. AB24-88 – Orting Yard ADA Parking Spot Lease – CGA Committee.

City Administrator Scott Larson briefed that the City will be entering into an executive session pursuant to RCW 42.31.110(1)(c), to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price for ten minutes with no action to follow. He briefed that the meeting will return to regular session at the end of the executive session.

7:24pm – executive session began.

7:34pm – executive session ended.

7:34pm – return to open session.

Councilmember Hogan briefed on a proposed parking spot lease and stated staff would come up with a joint use parking agreement, a lease agreement, and a proposed price for the lease. Council discussion followed.

Action: Move forward to the regular business meeting on September 25th, 2024 as a standalone agenda item.

F. AB24-64 – Council Code of Ethics Policy – CGA Committee.

Deputy Mayor Gunther briefed that since all Council is not present, he would like to defer the item to the next Council meeting for discussion. Council discussion followed.

Action: Move back to the next Study Session on October 16th, 2024 for Council consideration.

G. AB24-76 – 2025 SCORE Jail Interlocal Agreement – Public Safety Committee.

Councilmember Tracy briefed that the current interlocal agreement for SCORE Jail will expire on December 31st, 2024 and stated the current agreement is an updated interlocal agreement that establishes new fees and per day jail rates for inmates. Council discussion followed.

Action: Move forward to the regular business meeting on September 25th, 2024 as a consent agenda item.

H. AB24-77 – 2024-2026 School Resource Officer Interlocal Agreement - Public Safety Committee.

Councilmember Tracy briefed that the current school resource officer interlocal agreement expired during the 2023/2024 school year and stated the proposed current interlocal agreement updates the contract and adds flexibility for the school district to hire a school resource officer on a part time basis. Council discussion followed.

Action: Move forward to the regular business meeting on September 25th, 2024 as a consent agenda item.

I. AB24-89 – Legal Services RFP – CGA Committee.

Councilmember Hogan briefed on the proposals received for legal services and stated that three proposals were received. City Administrator Scott Larson briefed that interviews were held on Monday, September 16th, 2024 and stated that staff are recommending Kenyon Disend as the next attorney firm for the City of Orting. Council discussion followed.

Action: Move forward to the regular business meeting on September 25th, 2024 as a standalone agenda item.

J. AB24-79 – 2025 Grants – CGA Committee.

Councilmember Hogan briefed on grant applications received on for the 2025 grant cycle and stated staff have reviewed the grant submissions and have made funding recommendations based on the current City of Orting grant policy. Council discussion followed.

Action: Bring back to CGA Committee meeting on October 2nd, 2024 for Council consideration and invite grant requestors to present at that same meeting.

K. AB24-80 – Big J’s Holiday Rental Agreement – CGA Committee.

Councilmember Hogan briefed and stated that the CGA Committee is recommending that the City of Orting enter into a rental agreement with Big J’s at a reduced rate for their annual holiday sale the beginning on December 16th, 2024 and ending on December 22nd, 2024. Council discussion followed.

Action: Move forward to the regular business meeting on September 25th, 2024 as a consent agenda item.

L. AB24-81 – Budget Amendment – REET – CGA Committee.

Councilmember Hogan briefed and stated The State of Washington levies a real estate excise tax (REET) upon most sales of real property and that the City has also imposed .5 percent sales tax to cover the maintenance (.25 percent) and construction (.25 percent) of capital projects for street and parks projects. After December 31, 2023, the City is required to deposit REET revenue into a restricted fund. At year-end, the City will transfer the revenue deposited into these funds into the Parks and Streets fund to cover REET qualified expenditures. A budget amendment will be required to add one restricted fund – REET. Council discussion followed.

Action: Move forward to the regular business meeting on September 25th, 2024 as a consent agenda item.

M. AB24-82 – Capital Assets Policy – CGA Committee.

Councilmember Hogan briefed on proposed changes to the City of Orting Capital Assets Policy. Council discussion followed.

Action: Move forward to the regular business meeting on September 25th, 2024 as a consent agenda item.

N. AB24-83 – Legislative Priorities – CGA & Public Safety Committee.

City Administrator Scott Larson stated that annually the City compiles its legislative priorities that it utilizes when staff speaks to the legislature. He briefed that the 2024 legislative priorities were included in the packet and that the CGA and Public Safety Committees have identified priorities compiled in their respective committees. Council discussion followed.

Action: None. Discussion item only.

O. AB24-85 – Sourcewell Interlocal Agreement – CGA Committee.

Councilmember Hogan briefed on a proposed interlocal agreement with Sourcewell Cooperative for purchasing and stated that it saves time and purchasing costs through ready-to-use, competitively solicited contracts. This specific purchasing cooperative agreement would provide access to

multiple contracts to include office supplies, technology products, copiers & printers. He briefed that the proposed interlocal agreement is an automatic renewal and would remain effective until terminated by the City. Council discussion followed.

Action: Move forward to the regular business meeting on September 25th, 2024 as a consent agenda item.

P. AB24-87 – Institutional Calendar – CGA Committee.

Councilmember Hogan briefed that over the past year there has been a discussion about how to track institutional deadlines, and how council, and staff, can better understand and plan work and compliance requirements. Council first requested staff pull together an institutional calendar and staff is recommending that this calendar become an appendix to the city’s budget and be reviewed annually at least annually when the budget is being put together and presented to council. Council discussion followed.

Action: Move item back to CGA committee meeting on October 2nd, 2024.

Q. AB24-94 – Police Vehicle Purchase – Public Safety Committee.

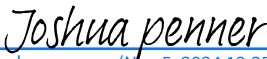
Councilmember Tracy briefed that the City of Orting has purchased two police vehicles in the amount of \$119,645.00 using funds designated by Council in the 2024 budget. The vehicles replace older fleet vehicles that were surplus earlier in 2024 and is in line with the City of Orting vehicle replacement policy. \$15,000.00 of the total purchase cost listed above will be refunded to the City of Orting via Federal tax incentive programs for electric vehicles. Council discussion followed.

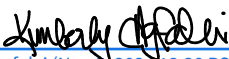
Action: Move forward to the regular business meeting on September 25th, 2024 as a consent agenda item.

6. ADJOURNMENT.

Deputy Mayor Gunther adjourned the meeting at 8:55pm.

ATTEST:


Joshua penner (Nov 5, 2024 13:35 PST)
Joshua Penner, Mayor


Kim Agfalvi (Nov 5, 2024 13:38 PST)
Kimberly Agfalvi, CMC, City Clerk










Council Minutes 9.18.2024

Final Audit Report

2024-11-05

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-  Signer penner@cityoforting.org entered name at signing as Joshua penner
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