



City Council Minutes

Workshop
Monday, August 17, 2015
6:30 p.m.

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Council President Walker called the regularly-scheduled meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

ROLL CALL

Present: Council Members Garberding, Kave, Oliveira, Steiger,
Mayor Pro Tem Putnam, Council President Walker, and Mayor
Guier

Absent: Council Members Jones and Garberding (arrived at 6:31 p.m.)

STAFF PRESENT

Public Works Manager Lance Newkirk, City Administrator Richard Gould, and
City Clerk Amy Stevenson-Ness

ADDITIONS TO/APPROVAL OF AGENDA

Mayor Guier added item E to the agenda for a discussion of the appointment of a council member.

The amended agenda was approved unanimously by Council.
(Council Member Garberding arrived here at 6:31 p.m.)

AGENDA ITEMS

A. AB 15-114: Discussion: FTE Schedule Adjustment: City Engineer

Mr. Newkirk stated this item has been discussed with the Public Works Committee. As presented to the committee it was a $\frac{3}{4}$ time proposal but after doing some work with the budget, there is funding available to increase to a full-time position. There is a lot of capital

work going on where increased time of the city engineer would be beneficial. This would go into effect on September 1, 2015.

Direction by consensus of Council: Move forward to the meeting on August 24, 2015.

B. AB 15-115: Resolution No. 2015-281: Authorizing the staff to draft, issue and publish a Request for Proposal for audio video system design and installation services for the City of Pacific.

Mr. Gould discussed the proposed RFP provided to Council. The Technology Committee has met many times to discuss this process. He has spoken to one vendor who estimated that a system could be in place by the end of October based on the timelines discussed.

Council President Walker asked for a clarification of the wording in Section 1 General Information and Section 2 Council Chambers/Court Room to ensure the companies submitting RFPs understand that it is one room and not two separate.

He also suggested in the section under council chambers, to put what would be future state (ie. Monitors, tv for presentations) and to provide specifics for the loop system for hearing assistance.

Direction by consensus of Council: Move forward to the meeting on August 24, 2015.

C. AB 15-116: Resolution No. 2015-282: Authorizing the staff to draft, issue, and publish a Request for Proposal for website redesign, development and implementation for the City Of Pacific.

Mr. Gould discussed the proposed RFP provided to Council. He has looked into one vendor who made a presentation but upon checking references, discovered that other cities have issues with the company. There are other good companies out there that may be available so a request for proposal should be issued.

Direction by consensus of Council: Move forward to the meeting on August 24, 2015.

D. AB 15-117: Motion to approve the Second Quarter Financial Reports

Mr. Gould discussed the second quarter financial reports provided to Council. The numbers look good and he is pleased with the way 2015 started off. Property tax revenues are just over 50% and B&O tax receipts are higher because the Finance Tech is doing an audit. Expenses are higher than last year and legal expenses are higher than budgeted but are covered by higher revenues. There are no concerns heading into the third quarter. He is pleased with the way departmental budgets are being managed.

Direction by consensus of Council: Move forward to the meeting on August 24, 2015.

E. Council Appointment

Mayor Guier stated the opening has been posted and the city is accepting applications through August 31. The schedule for Council to review them and interview applicants is tentatively scheduled for September 8 and making a decision/appointment on September 14. She will be speaking with Shawn Skager on August 18 for an article regarding Council Member Jones and the application process.

Direction by consensus of Council: Leave the tentative schedule of September 8 and September 14 in place to see how many applications are received.

Additionally, Council Member Steiger will fill Council Member Jones's position on VRFA.

EXECUTIVE SESSION For Collective Bargaining per RCW 42.30.140 (4)(a) for 15 minutes. (Public Works/Clerical Union)

At 7:20 p.m., Council President Walker recessed the Workshop to convene to executive session for 15 minutes.

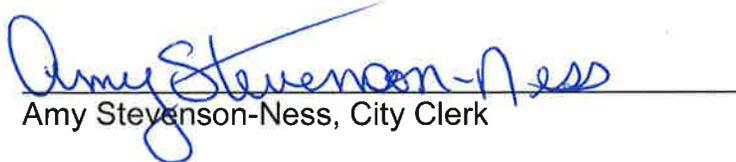
At 7:35, the executive session was extended 15 minutes.

At 7:50, the executive session was extended 15 minutes.

Council President Walker reconvened the Workshop at 8:05 p.m.

ADJOURN

Council President Walker adjourned the workshop at 8:05 p.m.


Amy Stevenson-Ness, City Clerk