

**City of Pacific Regular Council Meeting Agenda for January 14, 2013
6:30 p.m., at 100 3rd Ave SE, Pacific ~ City Hall ~ Council Chambers**

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. APPROVAL OF AGENDA

4. AUDIENCE COMMENT

(Please limit your comments to 3 minutes for items not up for Public Hearing. When recognized by the Mayor, please state your name and address for the official record. It is asked that you do not speak on the same matter twice.)

5. REPORTS

- A. Mayor
- B. Finance
- C. Court Statistics (attachment)
- D. Public Safety Department
- E. Public Works/Community Development
- F. Community/Senior/Youth Services
- G. City Council
- H. Personnel
- I. Committee Boards
 - i. Park Board (attachment)
 - ii. Public Works
 - iii. Civil Service
 - iv. Planning Commission
 - v. South King County Transportation Board (SKTBD)
 - vi. Pierce County Regional Council (PCRC)
 - vii. SCA
 - viii. VRFA (Councilmember Walker)

6. PUBLIC HEARING

7. OLD BUSINESS

8. NEW BUSINESS

- A. First Reading of Resolution No. 2013-002, Amending City Council Rules and Procedures (City Clerk)
- B. Adoption of Resolution No. 2013-002, Authorizing the Mayor to Execute Amendment No. 1 to the Interlocal Agreement for Information Technology (IT) Services Contract (City Clerk)

9. CONSENT AGENDA *(The Mayor shall place matters on the consent agenda, which are routine in nature that passage is likely)*

- A. Approval of Payroll for the Period of December 16, 2012 through December 31, 2012; and Claim Vouchers for the Period of December 27, 2012 through January 14, 2012.
- B. Approval of Claim Vouchers – First Period of 2013

Please turn off cell phones during meeting and hold your questions for staff until the meeting has been adjourned.

The Council may consider other ordinances and matters not listed on the Agenda, unless specific notification period is required. Meeting materials are available on the City's website at: www.cityofpacific.com or by contacting the City Clerk's office at (253) 929-1105.

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- C. Approval of the December 26, 2012, Council Meeting Minutes
- D. Approval of the December 31, 2012, Special Meeting Minutes
- E. Approval of the January 7, 2012, Workshop Meeting Minutes

10. EXECUTIVE SESSION Pursuant to RCW 42.30.110, the City Council may hold an executive session. The topic(s) and the session duration will be announced prior to the executive session.

11. ADJOURN

COMMITTEE MEETINGS

Claims Committee Meets as needed or at least Quarterly	TBD TBD	City Hall
Finance Committee Meets: 1 st and 3 rd Tuesdays	January 15, 2013 6:30 p.m.	City Hall
Human Services Committee Meets 1 st Tuesday	January 8, 2013 6:00 p.m.	City Hall
Park Board Meets 1 st Tuesday	January 8, 2013 6:00 p.m.	City Hall
Planning Commission Meets 4 th Tuesday	January 29, 2013 6:00 p.m.	City Hall
Public Safety Committee Meets	TBD 6:00 p.m.	City Hall
Public Works Committee Meets 1 st Wednesday	February 6, 2013 7:00 p.m.	City Hall
Technology Committee Meets 3 rd Tuesday	January 30, 2013 6:30 p.m.	City Hall

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The Council may consider other ordinances and matters not listed on the Agenda, unless specific notification period is required. Meeting materials are available on the City's website at: www.cityofpacific.com or by contacting the City Clerk's office at (253) 929-1105.

Cities of Pacific & Algona; Municipal Court
100 3rd AVE SE; Pacific WA 98047
(253) 929-1140; (253) 929-1195 fax

Friday, January 11, 2013

City of Algona
Attention: Iris
402 Warde St
Algona WA 98001

Dear Iris,

Please submit for compensation to Pacific Municipal Court \$4145.25 for DECEMBER 2012 court services and bill reimbursement.

Interpreter billing for this period is \$655.25. Jail billing for this period is \$. (copies attached)

Revenues collected this month were \$13,291.92.

Please contact us if you have any questions. Thank you.

FILINGS:

70 Infractions @ 25.00	\$1750.00
29 Criminal Citations @ 60.00	\$1740.00
Total Due	\$3490.00

COSTS RETAINED BY PACIFIC MUNICIPAL COURT:

Split of warrant fees	\$416.92
Record check fees	\$3164.21
Mandatory insurance costs	\$54.73
Credit card convenience fee	\$28.00
NSF fees	\$0.44
Copy/CD fees	\$.16
Total	\$3664.46

Remittance check due Algona: \$5486.06

Remittance check to state paid: \$4141.40

Sincerely,

Kelly Rydberg
Court Administrator

CC: Buster; month end file

Patti Kirkpatrick

From: Paula Wiech
Sent: Thursday, January 10, 2013 10:52 AM
To: Patti Kirkpatrick
Cc: 'Cheri Cason'; 'Kate Hull'; 'donb@advancedinc.com'; Kenneth Barnett
Subject: Park Board presentation at January 14th City Council Meeting
Attachments: 2012 Park Board Survey - PACIFIC DAYS - Summary.docx; Pacific Parks Chart by O'Hara - Mar 2012.pdf; Park Board Annual Report 100713.doc; 2012 Pacific Park Board Survey 2012-08-08.xlsx; Ad for Park Board Applicants 10-9-12.doc

Hello Patti,

Here are some materials for the Park Board's presentation at Monday's Council Meeting:

- 1) Park Board July 2011 to June 2012 Year in Review.
- 2) 2012 Park Board Survey Summary (A full analysis of Survey Data is also attached for use by interested Council Members).
- 3) An ad requesting applications for the vacant Park Board position.

The Park Board is planning to have a Spring event on April 27th, the Saturday after Earth Day. Cheri Cason is Chairing that event.

Don Blackwell will Chair Pacific Days activities. The Park Board is still fine-tuning their 2013 work program, but they plan to have an October event as well. Expect to see them at City Council in February with more information!

Paula

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**City of Pacific
Board of Park Commissioners
July 13, 2010 Annual Report**

2009- 2010 Board Commissioners

Kate Hull, Chair	Term Expires 12/31/11
David Cooper	Term Expires 12/31/11
Arlene Hatten	Term Expires 12/31/10
John Jones, Planning Commission Liaison	Term Expired 12/31/09
Rico Masterjohn, Planning Commission Liaison	Term Expires 12/31/12
Resolute Michaels, Secretary	Term Expires 12/31/10
Aliya Lewis, Youth Representative	Term Expires 6/30/11

The Pacific “Board of Park Commissioners” established by Ordinance No. 570 of the Pacific Municipal Code, which provided the general organizational and procedural provisions and created the “park and recreation fund”.

The Park Board serves as an “advisory body” to the City of Pacific. The Board’s duties include making recommendations to the Mayor, City Council, staff and other Commissions in the City of Pacific with regard to parks, open space and recreation facilities for the City of Pacific and the City’s urban growth areas.

This Annual Report provides a summary of the Park Board’s work from the second half of 2009 through the first half of 2010, including significant discussion issues, actions and recommendations. It is intended primarily for the Mayor and City Council, but may also be of value to other commissions, organizations and individuals who have an interest in parks and recreation.

Summary of Board Activities and Accomplishments: July 2009 – June 2010

July, 2009

Reviewed:

**City Centennial preparations, Renaming Volunteer Park to Centennial Park
Budget shortfall impact to City Parks**

August, 2009

Reviewed:

**City Centennial
Fundraiser for Kids of the Community
Gym improvement Schedule
Interurban Trail design
Pacific Meadows wetland Project
2009 and 2010 Park Budget
Comprehensive Park Plan expires, new plan needed
Park Maintenance should be priority
Need Budget and Park Property Inventory**

September 1, 2009

**Parks, Open Space, Recreation, and Trails Comp Plan
Proposed Ordinance Amending Park Rules
2010 Budget
Surplus Park, Recreation, Open Space, and Trail Properties**

October 6, 2009

**Community/Recreation Center Update
Comp Plan Amendment
Current and Projected Parks' Maintenance Expenses
2010 Budget
Surplus Properties**

November 3, 2009

**King County Flood District Protection Measures
Community/Recreation Center Update
2010 Budget
Surplus Properties
Volunteer Sign up (Flood Relief)**

December 1, 2009

**2010 Budget
Park Rental Fees
Park Hours Designation
New 2010 Grant**

January 5, 2010

Reviewed:

**2010 Budget adopted by City Council
Parks, Open Space, Recreation, and Trails Comp. Plan update
Interurban Trail Grant
Morgan Property Grant
Wetlands Grant
Parks Survey Recommended**

February 2, 2010

Reviewed:

Introduction—Rico Masterjohn, Park Board Commissioner/Planning Commission Liaison

**Meeting Schedule Conflict
2010 Parks & Recreation Fee Schedule
2010 Grant Applications and Awards
2010 Work Program
Parks & Recreation Survey and Presidents Day event
Park Board involvement in Earth Day and other events
City/Centennial Park
2010 Parks Comp Plan Update**

March 2, 2010

Reviewed:

**City Park Flood Control and Public Use
Presidents Day Events recap
Parks & Recreation Survey
Update: 2010 Parks & Recreation Fee Schedule, Grant Applications, Awards, etc.
2010 Work Program
Discussion: March 20th planting for plants that need to be moved
Lions Club Easter egg Hunt April 3rd
Park Board involvement in Earth Day and other events
City Park/Centennial Park
Parks Comp Plan 2010 Update**

Other items of interest:
President's Day Event
City Purchase of Property

April 6, 2010

Reviewed:

Presidents' Day Kids' Event
Parks & Recreation Survey
Park Board involvement in Earth Day and other events
City/ Centennial Park
Parks, Open Space, Recreation, and Trails Comprehensive Plan Update
Pacific Meadows Basketball Court and Pocket Park Lighting

Old business:

Surplus Properties
Conceptual Designs for 3rd Ave Trailhead
Aspen Lane Pocket Park landscaping and furnishings
Yates Cabin Signage

June 1, 2010

Reviewed:

City Hall Complex Park, Pea Patch Site and Open Space
Parks, Open Space, Recreation, and Trails Comprehensive Plan
Parks & Recreation Survey – Preliminary results
Parks, Open Space, Recreation, and Trails Grant updates
Off-leash Dog Parks

Other items of interest:
City Park Maintenance

Special Meeting, June 15, 2010

Reviewed:

City's Parks & Recreation Survey, Kids' Survey
Parks, Open Space, Recreation, and Trails Comprehensive Plan
Board of Park Commissioners Annual Report / 3-Year Plan

3 Year Work Plan

The City of Pacific Board of Park Commissioners hereby recommends the following 3 year work plan:

2009 CITY OF PACIFIC PARK BOARD PROGRAMMATIC PLAN		July 6, 2010 Park Board Meeting	
ACTIVITY	2010 NOTE: Year Cycles run from July 1st through June 30th of the following Calendar Year		
	YEAR 1 2009-2010	YEAR 2 2010-2011	YEAR 3 2011-2012
Community Awareness & Participation in addressing Park Needs	Park Board Planning	Work through City Policies	Implement
Sale/Lease of City Properties	Inventory properties	Recommendation to Planning Commission	City Council action Advetise
Comp Plan Update	File w PC by 12/31/2009	Goal, Policy, and text to Planning Commission/Council	
Facility Maintenance	Examine level of work	Adopt	Maintenance Plan
3rd Avenue SW Trailhead	Conceptual Design	Visioning, Fundraising	Final Plan, Grants Bids
Annual Report	August		
Annual Budget Recommendation	August		
Annual Report	August		

SUMMARY OF PARK BOARD SURVEY TAKEN AT PACIFIC DAYS 2012

A total of 113 surveys were completed. This summarizes a detailed analysis of that data.

Age of Survey Respondents:

- ◆ 6-12 years old = 20 ◆ 13-20 years old = 8 ◆ 21-35 years old = 19
- ◆ 36-64 years old = 51 ◆ 65+ years old = 15.

How many times per month do you visit the parks?

- ◆ 41 = 1-2 ◆ 27 = 3-4 ◆ 7 = 5-6 ◆ 28 = 7+ ◆ 6 = Never.

How long do you stay?

- ◆ 62 = 1-2 hours ◆ 12 = 2+ hours ◆ 30 less than 1 hour.

Who do you go with?

- ◆ 68 = family ◆ 42 = friends ◆ 43 = pets ◆ 12 = alone.

What is your favorite thing to do? Multiple answers were given by many.

- ◆ 43 = use play area for kids ◆ 39 = walk dog ◆ 29 = picnic/BBQ
- ◆ Other answers were: walk, hang out, birthday parties, visit the river, Frisbee.

Why don't you visit the parks?

- ◆ 6 = nothing to attract ◆ 4 = no interest ◆ 5 = too far to walk (many thought City Park was our only park) ◆ Other answers: weather, mosquitoes and do not live in Pacific.

Chose an improvement you would like.

- ◆ 54 = dog park ◆ 49 = more BBQ/picnic areas ◆ 46 = skate park ◆ 33 = volleyball
- ◆ 23 = soccer field ◆ 22 = graffiti wall
- ◆ Other suggestions made were: horse shoe pits, Bocce court, more and safer toys for little kids, covered tables, dog waste stations and trails for bikes and walking.

Many suggestions for improving the "experience" of City parks were made.

- ◆ 13-20 year olds want more toys and park names posted. ◆ 21-35 year olds want more dog waste stations, covered areas, an exercise area, the baseball area kept clean and water available. ◆ 36-64 year olds want a walking path, more activities for all ages, park signs, more tables, dog waste stations, more security for the teens, recycling containers, open bathrooms and handicapped tables. ◆ 65+ year olds want an enclosed covered area to rest, part of the City Hall property to be used as a dog park, police patrols and a snack bar area.

See attached chart showing City of Pacific Parks.

CITY OF PACIFIC

Agenda Staff Report

Agenda Item No.	<u>New Business 8A</u>	Meeting Date:	<u>January 14, 2013</u>
Subject:	<u>First Reading of Resolution No. 2013-001 Amending City Council Rules and Procedures</u>	Prepared by:	<u>Patti Kirkpatrick, MMC City Clerk</u>

Summary: Annually, the Council discusses the structure and assignment of the Council Committees and external Council Committees and Special Positions. At the January 7, 2013, Workshop, the Council set Committee Assignments and created a new Council Committee entitled "Claims Committee."

This Resolution creates the new **Claims Committee** to review all claims against the City and make recommendations to the City Council regarding payment or non-payment of each claim. Claims for damages include, but not limited to: vehicle damage, property damage, litigation, and employee litigation.

Recommendation: Staff recommends moving the resolution to second reading and adoption at the January 28, 2013 meeting.

Motion for Consideration: I move to approve Resolution No. 2013-001, Amending the City Council Rules and Procedures in first reading; and forward to second reading and adoption at the next regular City Council meeting.

Budget: Not Applicable.

Attachments: Amended Council Rules of Procedures, Part 1(C.1-7) **(to be provided at the meeting)**
2013 Committee Assignment

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CITY OF PACIFIC, WASHINGTON

RESOLUTION NO. 2013-001

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PACIFIC, WASHINGTON, AMENDING CITY COUNCIL RULES AND PROCEDURES

WHEREAS, the City Council on May 5, 2012, adopted City Council Rules and Procedures; and

WHEREAS, the Council has determined that it is in its best interest to create a new Council Committee to review and monitor all claims against the City; and,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PACIFIC, WASHINGTON:

Section 1. Part 1: General Provisions, Section C: City Council Committees of the City Council Rules and Procures are hereby amended as follows:

Creating a new Section C.6: **Claims Committee**. The Claims Committee shall review all claims against the City and make recommendations to the City Council regarding payment or non-payment of each claim. Claims for damages include, but are not limited to, vehicle damage, property damage, litigation, and employee litigation.

Section 2. This Resolution shall take effect and be in force immediately upon its passage.

PASSED BY THE CITY COUNCIL AT ITS REGULAR MEETING THEREOF ON THE _____ TH DAY OF _____ 2013.

CITY OF PACIFIC

Cy Sun, Mayor

ATTEST:

Patricia J. Kirkpatrick, MMC, City Clerk

Approved as to Form

City Attorney

FILED WITH THE CITY CLERK: 1.7.13
PASSED BY THE CITY COUNCIL:
EFFECTIVE DATE:
RESOLUTION NO. 13-001

CITY OF PACIFIC

Council Committee Assignments

2013

Committee	Guier	Hulsey	Jones	McMahan	Putnam	Steiger	Walker
Committee of the Whole	X	X	X	X	X	X	X
Finance Committee	X	X			X		
Public Works Committee		X		X		X	
Public Safety Committee	X	X				X	
Human Services Committee	X	X					X
Technology Committee			X		X		X
Claims Committee					X	X	
External Committees							
Valley Regional Fire Authority*						X	X
Council Parliamentarian				X			
Hotel/Motel Advisory	X						
Solid Waste					X	X	
Farmers Market Board							X
Council Liaisons							
Cities and Schools Forum	X						
Suburban Cities Association (SCA)	X		Alternate				
South King County Area Transportation Board (SKTB)	X						
Pierce County Regional Council (PCRC)							X

*The Mayor serves as a representative to this board along with two Councilmembers

CITY OF PACIFIC

Agenda Staff Report

Agenda Item No.	<u>New Business 8B</u>	Meeting Date:	<u>January 14, 2013</u>
	<u>Adoption of Resolution No. 12-002</u>		
Subject:	<u>Authorizing the Mayor to Execute</u>	Prepared by:	<u>Patti Kirkpatrick, MMC</u>
	<u>Amendment No. 1 to the Interlocal</u>		<u>City Clerk</u>
	<u>Agreement for Information Technology</u>		
	<u>(IT) Services with the City of Auburn</u>		

Summary: In September 2011, the City entered into an Interlocal Agreement with the City of Auburn for Information Services Technology. The amendment provides renewal to December 31, 2013, with a one 1-year contract extension. All other terms and conditions of the original interlocal agreement remain in full force and effect. The City of Auburn approved the one year extension at their January 8, 2013 meeting.

Recommendation: Staff recommends adoption of Resolution No. 2013-002.

Motion for Consideration: I move to adopt Resolution No. 2013-002, authorizing the Mayor to execute Amendment No. 1 to the Interlocal Agreement for Information Technology Services with the City of Auburn for a one-year time extension.

Budget: Funding for this Interlocal Agreement was included in the 2013 budget.

Attachments: Amendment No. 1
Letter from City of Auburn, 1/8/2013

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CITY OF PACIFIC, WASHINGTON

RESOLUTION NO. 2013-002

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PACIFIC, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE AMENDMENT NO. 1 TO THE INTERLOCAL AGREEMENT FOR INFORMATION TECHNOLOGY SERVICES WITH THE CITY OF AUBURN

WHEREAS, in September 2011, the City Council entered into an interlocal agreement with the City of Auburn for Information Technology (IT) services; and

WHEREAS, the Council has determined that it is in its best interest to continue the interlocal agreement for IT services with the City of Auburn; and

WHEREAS, all other terms and conditions set forth in the September 2011 Interlocal Agreement shall remain in full force and effect,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PACIFIC, WASHINGTON:

Section 1. Authorize the Mayor to execute Amendment No. 1 to the Interlocal Agreement for Information Technology Services with the City of Auburn for a one-year time extension.

Section 2. This Resolution shall take effect and be in force immediately upon its passage.

PASSED BY THE CITY COUNCIL AT ITS REGULAR MEETING THEREOF ON THE 14TH DAY OF JANUARY 2013.

CITY OF PACIFIC

Cy Sun, Mayor

ATTEST:

Patricia J. Kirkpatrick, MMC, City Clerk

Approved as to Form

City Attorney

ADDENDUM NO. ONE

**ADDENDUM TO THE INTERLOCAL AGREEMENT
BETWEEN THE CITY OF AUBURN AND THE CITY OF PACIFIC
FOR INFORMATION SERVICES TECHNOLOGY**

THIS ADDENDUM is made and entered into this ____ day of January, 2013, by and between the **CITY OF AUBURN**, a municipal corporation of the State of Washington (hereinafter referred to as "Auburn"), and **CITY OF PACIFIC**, a municipal corporation of the State of Washington (hereinafter referred to as "Pacific"), as an addendum to the Interlocal Agreement between the parties for Information Services Technology executed on the 26th day of September 2011, pursuant to the Interlocal Cooperation Act, Chapter 39.34 of the Revised Code of Washington.

WITNESSETH:

WHEREAS, the parties hereto have heretofore contracted for Information Services Technology, and the said Agreement provided for the opportunity of two one-year extensions; and

WHEREAS, it is also appropriate to clarify a scrivener's error in terms of the date under which the original Agreement would terminate or by which the Agreement term would need to be extended; and

WHEREAS, each of the parties appreciates that contracting for such services provides a number of mutually beneficial advantages, and in order to provide further advantages for each of the parties, they agree that the Agreement referred to above should be amended to extend the term thereof as provided hereinbelow.

NOW THEREFORE in consideration of their mutual covenants, conditions and promises, the PARTIES HERETO HEREBY AGREE as follows:

ITEM ONE REVISION TO PARAGRAPH SEVEN: That Paragraph Seven of the Interlocal Agreement is amended to read as follows:

7. TIME FOR PERFORMANCE AND TERM OF AGREEMENT

Auburn shall not begin any work under this Agreement until authorized by Pacific's representative. Auburn shall perform the services provided for herein in accordance with the direction and scheduling provided in Exhibit A, unless otherwise agreed to in writing by the parties. This Agreement shall terminate on 12/31/2013. This Agreement may be extended for one additional one-year period upon written agreement of the Parties. It is provided, however, that either party may cancel this Agreement upon sixty (60) days written notice to the other party.

ITEM TWO REVISION TO PARAGRAPH ELEVEN: That Paragraph Eleven of the Interlocal Agreement is amended to read as follows:

11. ADMINISTRATION OF AGREEMENT

This Agreement shall be administered by Ron Tiedeman, Innovation & Technology Director or designee on behalf of Auburn, and by Patti Kirkpatrick, or designee, on behalf of Pacific. Any written notices required by the terms of this Agreement shall be served on or mailed to the following addresses:

CITY OF AUBURN
Innovation & Technology
Ron Tiedeman
25 West Main Street
Auburn, WA 98001-4998
Phone: 253-288-3160
Fax: 253-804-3116
E-mail: rtiedeman@auburnwa.gov

CITY OF PACIFIC
City Clerk
Patti Kirkpatrick
100 3rd Avenue S.E.
Pacific, WA
Phone: 253-929-1105
Fax: 253-939-6026
E-mail: pkirkpatrick@ci.pacific.wa.us

ITEM THREE REMAINING TERMS UNCHANGED: That all other provisions of the [Interlocal] Agreement between the parties for Information Services Technology executed on the 26th day of September 2011, pursuant to the Interlocal Cooperation Act, Chapter 39.34 of the Revised Code of Washington, shall remain unchanged, and in full force and effect.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

CITY OF PACIFIC

CITY OF AUBURN

By: _____
Its: _____

By: _____
Peter B. Lewis, Mayor

Attest:

Attest:

By: _____
Patricia J. Kirkpatrick, Pacific City Clerk

By: _____
Danielle E. Daskam, Auburn City Clerk

Approved as to form:

Approved as to form:

Ken Luce, Pacific City Attorney

Daniel B. Heid, Auburn City Attorney

January 8, 2013

City of Pacific
Attn: Patti Kirkpatrick
100 3rd Avenue SE
Pacific, WA 98047

RECEIVED
CITY OF PACIFIC
JAN 10 2013
CITY CLERK
PERSONNEL MANAGER

RE: Amendment to Interlocal Agreement

Dear Ms. Kirkpatrick :

On January 8, 2013 the City of Auburn City Council passed Resolution 4896 approving an amendment to the Interlocal agreement between the City of Auburn and the City of Pacific regarding Information Services Technology. I have included two original copies of this agreement requiring your signature. Please sign and return one fully signed agreement to my attention at your earliest convenience at the address below.

City of Auburn
Attn: Shawn Campbell
25 West Main Street
Auburn, WA 98001

Sincerely,



Shawn Campbell
Deputy City Clerk

CITY OF PACIFIC

Agenda Staff Report

Agenda Item No.	<u>Consent Agenda 9A</u>	Meeting Date:	<u>January 14, 2013</u>
Subject:	<u>Approval of Payroll for the Period of</u> <u>December 16, 2012 through December</u> <u>31, 2012; and Claim Vouchers for the</u> <u>Period of December 27, 2013 through</u> <u>January 14, 2013</u>	Prepared by:	<u>Betty Garrison</u> <u>Finance Director</u>

Summary: Approval of Payroll for the period of December 16, 2012 through December 31, 2012; Claim Vouchers for the period of December 27, 2012 through January 14, 2013 (13th Month); and Claim Vouchers for January 1, 2013 through January 14, 2013.

	Paid Expenditures:
Payroll Auto Deposit	\$ 56,006.11
Payroll Check Nos. 4630 – 4634	\$ 6,535.78
Electronic Claim Nos. 418 – 421	\$ 23,719.73
Claim Checks Voided Nos. 40991-41251 (Check Nos. 40992-41150 Voided – Printing Alignment)	\$562,626.72
Claim Check Nos. 41151 – 41241	\$ 335,345.15
Total Expenditures:	\$648,888.34
2012	\$258,688.72
2013	\$400,199.62
	\$648,888.34

Recommendation: Approval of Payroll and Claims as presented.

Motion for Consideration: I move to approve Payroll for the period of December 16, 2012 through December 31, 2012; Claim Vouchers for the period of December 27, 2012 through January 14, 2013 (13th Month); and Claim Vouchers for January 1, 2013 through January 14, 2013.

Attachments: Cash Registers and Payroll Expense Itemization

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Payroll

Pay Type Register



User: padams
 Printed: 01/11/2013 - 3:06PM
 Check Date Range: 01/04/2013 to 01/04/2013
 Period Date Range: All
 Batch Info: All
 Pay Types: AD, B, C, CA, CD, CO, CP, DS, E2, E4, EO, ET, F, FH, FL, FT, H, HO, HP, L, MP, OC, OD, OO, OT, P, PC, PO, R, RF, RM, RP, S, SB, SP, TC, U, V, VP, ZA, ZB, ZC, ZM, ZP, ZS

Pay Type	Description	Hours	Amount
CA	Cleaning allowance	0.00	210.00
CO	Comptime payout	7.00	160.48
E2	Education Premium 2%	0.00	57.03
E4	Education Premium 4%	0.00	368.44
H	Holiday	484.00	13,963.30
HP	Holiday Premium	56.00	4,014.42
L	Longevity	0.00	1,567.50
OC	Work Out of Class	0.00	284.51
OO	Out of Class OT	0.00	71.12
OT	Overtime	82.25	2,834.37
PO	Police Overtime	47.50	2,905.44
R	Regular	1,824.51	51,485.14
RM	Reimbursement	0.00	12.69
RP	Retro Pay	0.00	165.71
S	Sick leave	51.00	1,300.99
SP	Sick Leave Payout No PERS/	25.08	731.17
TC	Police Wages - Traffic Contro	0.00	300.00
V	Vacation	141.25	3,789.33
VP	Vacation Payout-No PERS/LE	114.50	3,338.08
ZC	Contract Benefits-Retirement	0.00	236.42
ZM	Contract Benefits-Medical	0.00	559.35
Report Total		2,833.09	88,355.49

Payroll

Deduction Register - Totals Only



User: padams
Printed: 1/11/2013 - 3:18 PM
Check Date Range: 01/04/2013 to 01/04/2013
Period End Range: All
Batch Info: All
Deductions: Den-R, FICAR, H UnR, Hlth-R, L&I-R, LTD-R, MEDIR, PERSR, SUI, VisionTotals Only

	<u>Amount</u>
Den-R: Dental Ins-Employer	120.71
FICAR: FICA Employer Portion	5,478.05
H UnR: Health Ins-Union Employer	14,584.53
Hlth-R: Health Ins-Employer Non-Union	1,149.28
L&I-R: Workers Comp-Employer	1,281.44
LTD-R: LTD-employer	310.07
MEDIR: Medicare Employer Portion	1,281.17
PERSR: PERS 2 Employer	2,860.58
SUI: State Unemployment Tax	162.47
Vision: Vision Ins-Non-Union	33.64
	<hr/> <hr/>
Report Total:	27,261.94
	<hr/> <hr/>

Payroll

ACH Check Register



User: adams
 Printed: 01/02/2013 - 2:57 PM
 Batch: 501-1-2013
 Include Partial: Yes

Check Date	Check Number	Partial ACH	Employee Name	Amount
01/04/2013	0	no	Pamela Walasek	1,587.92
01/04/2013	0	no	Charles Barnes	145.87
01/04/2013	0	no	Kenneth Barnett	2,115.06
01/04/2013	0	no	Michel Bos	3,565.84
01/04/2013	0	no	Bill Brookhart	1,745.73
01/04/2013	0	no	John Calkins	4,141.11
01/04/2013	0	no	Jack Futch	2,285.45
01/04/2013	0	no	Joanne Futch	1,090.79
01/04/2013	0	no	Roger Gale	3,553.59
01/04/2013	0	no	Betty Garrison	2,554.17
01/04/2013	0	no	Travis Gnehm	1,222.79
01/04/2013	0	no	Leanne Guier	93.01
01/04/2013	0	no	Joshua Hong	2,755.92
01/04/2013	0	no	John Jones	93.01
01/04/2013	0	no	Michael Kim	2,942.75
01/04/2013	0	no	Steven Koransky	234.83
01/04/2013	0	no	Gary Larson	1,571.91
01/04/2013	0	no	Edwin Massey Jr	3,526.40
01/04/2013	0	no	Thomas McCulley Jr	1,768.56
01/04/2013	0	no	James McMahan	94.05
01/04/2013	0	no	David Newton	2,896.81
01/04/2013	0	no	Patricia Kirkpatrick	1,887.31
01/04/2013	0	no	Joshua Putnam	94.05
01/04/2013	0	no	Jon Quackenbush	162.12
01/04/2013	0	no	Michael Rodriguez	1,635.49
01/04/2013	0	no	Kelly Rydberg	1,475.97
01/04/2013	0	no	James Schunke	1,928.13
01/04/2013	0	no	Stephanie Shook	2,010.49
01/04/2013	0	no	Angelica Solvang	1,543.05
01/04/2013	0	no	Darcie Thach	1,150.51
01/04/2013	0	no	Trenity Walker	94.05
01/04/2013	0	no	Joe West	2,759.69
01/04/2013	0	no	Paula Wiech	71.39
01/04/2013	0	no	Corrine Wildoner	1,208.29

Total Employees: 34

Partial ACH: 0.00
 Regular ACH: 56,006.11
 Total: 56,006.11

City of Pacific
User: adams

Payroll
Computer Check Register

Printed: 01/02/13 15:36
Batch: 505-01-2013

<u>Check No</u>	<u>Check Date</u>	<u>Employee Information</u>	<u>Amount</u>
4634	01/04/2013	BOYDR Robert Boyd	3,194.68
Total Number of Employees: 1			Total for Payroll Check Run: 3,194.68

City of Pacific
User: adams

Payroll
Computer Check Register

Printed: 01/02/13 14:52
Batch: 501-01-2013

<u>Check No</u>	<u>Check Date</u>	<u>Employee Information</u>		<u>Amount</u>
4630	01/04/2013	HULSG	Gary Hulsey	94.05
4631	01/04/2013	STEIC	Clinton Steiger	94.05
4632	01/04/2013	BOYDR	Robert Boyd	2,041.95
4633	01/04/2013	FLARW	Wanda Flarity	1,111.05
Total Number of Employees: 4		Total for Payroll Check Run:		3,341.10

Accounts Payable

Checks by Date - Summary By Check Date

User: padams
Printed: 1/11/2013 - 3:25 PM



				Check Amount
Check No:	418	Check Date:	12/27/2012	
Vendor:	ICMA	Vendor Name:	Icma Retirement Trust 457	50.00
				Date Total: 50.00
Check No:	419	Check Date:	12/28/2012	
Vendor:	WA Lice2	Vendor Name:	Wa St Dept of Licensing	234.00
				Date Total: 234.00
Check No:	41151	Check Date:	12/31/2012	
Vendor:	ABC TOW	Vendor Name:	ABC Towing, Inc.	497.75
Check No:	41152	Check Date:	12/31/2012	
Vendor:	ahbl	Vendor Name:	AHBL Inc	4,094.78
Check No:	41153	Check Date:	12/31/2012	
Vendor:	ahbl	Vendor Name:	AHBL Inc	5,522.53
Check No:	41154	Check Date:	12/31/2012	
Vendor:	City Alg	Vendor Name:	City of Algona	5,407.12
Check No:	41155	Check Date:	12/31/2012	
Vendor:	Arcom	Vendor Name:	Arcom Oil	35.00
Check No:	41156	Check Date:	12/31/2012	
Vendor:	City Aub	Vendor Name:	City of Auburn	3,281.17
Check No:	41157	Check Date:	12/31/2012	
Vendor:	barnett	Vendor Name:	Ken Barnett	241.84
Check No:	41158	Check Date:	12/31/2012	
Vendor:	Gai Ben	Vendor Name:	Gail Bennett	600.00
Check No:	41159	Check Date:	12/31/2012	
Vendor:	burnsd	Vendor Name:	David Burns	250.00
Check No:	41160	Check Date:	12/31/2012	
Vendor:	Wes Po E	Vendor Name:	Case Power Equipment	98.55
Check No:	41161	Check Date:	12/31/2012	
Vendor:	CDW Gov	Vendor Name:	CDW Government Inc	853.94
Check No:	41162	Check Date:	12/31/2012	
Vendor:	cen lin	Vendor Name:	CenturyLink	2,814.19
Check No:	41163	Check Date:	12/31/2012	
Vendor:	ChaseG	Vendor Name:	Gail Chase	250.00
Check No:	41164	Check Date:	12/31/2012	
Vendor:	Chu Off	Vendor Name:	Chuckals Office Products Inc	43.34
Check No:	41165	Check Date:	12/31/2012	
Vendor:	Cop NW	Vendor Name:	Copiers Northwest Inc	1,455.27
Check No:	41166	Check Date:	12/31/2012	
Vendor:	cordi	Vendor Name:	Cordi & Bejarano Inc	1,731.00
Check No:	41167	Check Date:	12/31/2012	
Vendor:	GER DAH	Vendor Name:	Gerina Dahl	7,750.00
Check No:	41168	Check Date:	12/31/2012	
Vendor:	Data Inc	Vendor Name:	Databar Incorporated	847.31

Check No:	41169	Check Date:	12/31/2012	
Vendor:	Fin Lin	Vendor Name:	Finish Line Cleaning	1,215.00
Check No:	41170	Check Date:	12/31/2012	
Vendor:	Forms	Vendor Name:	Formsource Inc	105.50
Check No:	41171	Check Date:	12/31/2012	
Vendor:	GOOD	Vendor Name:	Good to Go	5.00
Check No:	41172	Check Date:	12/31/2012	
Vendor:	ICMA	Vendor Name:	Icma Retirement Trust 457	50.00
Check No:	41173	Check Date:	12/31/2012	
Vendor:	Issaq Ja	Vendor Name:	Issaquah Police	90.00
Check No:	41174	Check Date:	12/31/2012	
Vendor:	KC Fin	Vendor Name:	KC Finance	100,160.39
Check No:	41175	Check Date:	12/31/2012	
Vendor:	KCDA	Vendor Name:	King County Directors' Assoc	113.81
Check No:	41176	Check Date:	12/31/2012	
Vendor:	KIRKP	Vendor Name:	Patricia Kirkpatrick	37.31
Check No:	41177	Check Date:	12/31/2012	
Vendor:	Lak Ind	Vendor Name:	Lakeside Industries	550.25
Check No:	41178	Check Date:	12/31/2012	
Vendor:	Hargan	Vendor Name:	Law Office Thomas R Hargan	60.00
Check No:	41179	Check Date:	12/31/2012	
Vendor:	LENNAR	Vendor Name:	Lennar Northwest Inc.	20,058.32
Check No:	41180	Check Date:	12/31/2012	
Vendor:	Les Sch	Vendor Name:	Les Schwab Tire Center	13.96
Check No:	41181	Check Date:	12/31/2012	
Vendor:	McL Har	Vendor Name:	Mclendon Hardware	46.69
Check No:	41182	Check Date:	12/31/2012	
Vendor:	Mnt Mist	Vendor Name:	Mountain Mist	111.68
Check No:	41183	Check Date:	12/31/2012	
Vendor:	Neath	Vendor Name:	Robert P. Neathery	122.00
Check No:	41184	Check Date:	12/31/2012	
Vendor:	Dav New	Vendor Name:	David Newton	9.71
Check No:	41185	Check Date:	12/31/2012	
Vendor:	City Pac	Vendor Name:	City of Pacific	463.83
Check No:	41186	Check Date:	12/31/2012	
Vendor:	Per Exh	Vendor Name:	Performance Exhaust LLC	342.26
Check No:	41187	Check Date:	12/31/2012	
Vendor:	PETER	Vendor Name:	Petersen Brothers, Inc.	460.63
Check No:	41188	Check Date:	12/31/2012	
Vendor:	Petro	Vendor Name:	Petrocard Systems Inc	1,752.37
Check No:	41189	Check Date:	12/31/2012	
Vendor:	Pub Fin	Vendor Name:	Public Finance Inc	732.75
Check No:	41190	Check Date:	12/31/2012	
Vendor:	PSE	Vendor Name:	Puget Sound Energy	15,789.02
Check No:	41191	Check Date:	12/31/2012	
Vendor:	City Pu	Vendor Name:	City of Puyallup	65.00
Check No:	41192	Check Date:	12/31/2012	
Vendor:	Rochon	Vendor Name:	L Stephen Rochon	6,540.00
Check No:	41193	Check Date:	12/31/2012	
Vendor:	SAMS CL2	Vendor Name:	SAM'S CLUB/GEMB	78.03
Check No:	41194	Check Date:	12/31/2012	
Vendor:	SCORE	Vendor Name:	SCORE	8,370.00
Check No:	41195	Check Date:	12/31/2012	
Vendor:	scroggin	Vendor Name:	Dennis & Anita Scroggins	74.00

Check No:	41196	Check Date:	12/31/2012	
Vendor:	Ste Sho	Vendor Name:	Stephanie Shook	73.33
Check No:	41197	Check Date:	12/31/2012	
Vendor:	Shope En	Vendor Name:	Shope Enterprises, Inc.	434.27
Check No:	41198	Check Date:	12/31/2012	
Vendor:	Ang Sol	Vendor Name:	Angelica Solvang	35.00
Check No:	41199	Check Date:	12/31/2012	
Vendor:	SOU INS	Vendor Name:	Sound Inspections, LLC.	2,621.35
Check No:	41200	Check Date:	12/31/2012	
Vendor:	Sou Pub	Vendor Name:	Sound Publishing Inc	1,585.11
Check No:	41201	Check Date:	12/31/2012	
Vendor:	Sou Safe	Vendor Name:	Sound Safety Products Inc	118.07
Check No:	41202	Check Date:	12/31/2012	
Vendor:	Spri Sof	Vendor Name:	Springbrook Software, Inc.	10,682.51
Check No:	41203	Check Date:	12/31/2012	
Vendor:	SPRINT2	Vendor Name:	Sprint	333.58
Check No:	41204	Check Date:	12/31/2012	
Vendor:	STEWART	Vendor Name:	Stewart Signs	13,482.74
Check No:	41205	Check Date:	12/31/2012	
Vendor:	Fab Sho	Vendor Name:	The Fab Shop	104.39
Check No:	41206	Check Date:	12/31/2012	
Vendor:	Uti Und	Vendor Name:	Utilities Underground Locate	27.72
Check No:	41207	Check Date:	12/31/2012	
Vendor:	Val Comm	Vendor Name:	Valley Communications	12,494.51
Check No:	41208	Check Date:	12/31/2012	
Vendor:	WA DE HE	Vendor Name:	WA Dept of Health	42.00
Check No:	41209	Check Date:	12/31/2012	
Vendor:	Dep Eco	Vendor Name:	WA St Dept of Ecology	4,906.69
Check No:	41210	Check Date:	12/31/2012	
Vendor:	WA Trea	Vendor Name:	Wa St Treasurer	4,141.40
Check No:	41211	Check Date:	12/31/2012	
Vendor:	WA Tran	Vendor Name:	WA State Dept of Transportation	489.73
Check No:	41212	Check Date:	12/31/2012	
Vendor:	WA DIS	Vendor Name:	Washington State Dept of Enterpri	710.02
Check No:	41213	Check Date:	12/31/2012	
Vendor:	WA Pat 1	Vendor Name:	Washington State Patrol	534.00
Check No:	41214	Check Date:	12/31/2012	
Vendor:	Wat Mana	Vendor Name:	Water Management Lab Inc	147.00
Check No:	41215	Check Date:	12/31/2012	
Vendor:	White	Vendor Name:	Krista C White-Swain	2,250.00
			Date Total:	<u>248,404.72</u>
Check No:	40991	Check Date:	01/02/2013	
Vendor:	gallagh	Vendor Name:	Arthur J. Gallagher Risk Mgmt Sv	227,281.57
			Date Total:	<u>227,281.57</u>
Check No:	420	Check Date:	01/04/2013	
Vendor:	FED TX	Vendor Name:	Internal Revenue Service	22,435.73
			Date Total:	<u>22,435.73</u>
Check No:	421	Check Date:	01/09/2013	
Vendor:	Noep	Vendor Name:	Neopost Inc	1,000.00

			Date Total:	1,000.00
Check No:	41216	Check Date:	01/14/2013	
Vendor:	AFLAC	Vendor Name:	AFLAC	200.63
Check No:	41217	Check Date:	01/14/2013	
Vendor:	Amer Leg	Vendor Name:	American Legal Services	43.44
Check No:	41218	Check Date:	01/14/2013	
Vendor:	awc	Vendor Name:	Assoc Of Washington Cities	4,692.40
Check No:	41219	Check Date:	01/14/2013	
Vendor:	barnett	Vendor Name:	Ken Barnett	60.45
Check No:	41220	Check Date:	01/14/2013	
Vendor:	Cal St	Vendor Name:	California State Disbursement Uni	352.36
Check No:	41221	Check Date:	01/14/2013	
Vendor:	Chu Off	Vendor Name:	Chuckals Office Products Inc	15.51
Check No:	41222	Check Date:	01/14/2013	
Vendor:	Cop NW	Vendor Name:	Copiers Northwest Inc	739.44
Check No:	41223	Check Date:	01/14/2013	
Vendor:	cordi	Vendor Name:	Cordi & Bejarano Inc	1,101.25
Check No:	41224	Check Date:	01/14/2013	
Vendor:	Fin Lin	Vendor Name:	Finish Line Cleaning	1,640.00
Check No:	41225	Check Date:	01/14/2013	
Vendor:	KAUR2	Vendor Name:	Dr Jasbir Kaur	150.00
Check No:	41226	Check Date:	01/14/2013	
Vendor:	KC Fin	Vendor Name:	KC Finance	159.21
Check No:	41227	Check Date:	01/14/2013	
Vendor:	Ed Mass	Vendor Name:	Edwin Massey	9.99
Check No:	41228	Check Date:	01/14/2013	
Vendor:	NW Admin	Vendor Name:	Nw Admin Transfer Account	30,798.00
Check No:	41229	Check Date:	01/14/2013	
Vendor:	Pie Co C	Vendor Name:	PC Clerks & Finance Officers Ass	50.00
Check No:	41230	Check Date:	01/14/2013	
Vendor:	PS Cle A	Vendor Name:	Puget Sound Clean Air Agency	739.25
Check No:	41231	Check Date:	01/14/2013	
Vendor:	SCA	Vendor Name:	Sound Cities Association	3,658.29
Check No:	41232	Check Date:	01/14/2013	
Vendor:	Spri Sof	Vendor Name:	Springbrook Software, Inc.	4,767.49
Check No:	41233	Check Date:	01/14/2013	
Vendor:	City Sum	Vendor Name:	City of Summer	1,843.90
Check No:	41234	Check Date:	01/14/2013	
Vendor:	Tea 117	Vendor Name:	Teamsters Local 117	1,707.84
Check No:	41235	Check Date:	01/14/2013	
Vendor:	WA Retir	Vendor Name:	WA St Dept Retirement System	23,547.57
Check No:	41236	Check Date:	01/14/2013	
Vendor:	WA Trea	Vendor Name:	Wa St Treasurer	7,669.19
Check No:	41237	Check Date:	01/14/2013	
Vendor:	WA ST SU	Vendor Name:	Washington St Support Registry	1,409.44
Check No:	41238	Check Date:	01/14/2013	
Vendor:	WELCOA	Vendor Name:	Wellness Council of America	181.20
Check No:	41239	Check Date:	01/14/2013	
Vendor:	Wells Fa	Vendor Name:	Wells Fargo Financial Leasing	179.50
Check No:	41240	Check Date:	01/14/2013	
Vendor:	WCTPT	Vendor Name:	Western Conference of Teamsters	1,174.08
Check No:	41241	Check Date:	01/14/2013	
Vendor:	WFOA	Vendor Name:	WFOA	50.00

Date Total: 86,940.43

Report Total: 586,346.45

**CITY OF PACIFIC
CITY COUNCIL MEETING
December 26, 2012
Council Chambers
City Hall, 6:30PM**

1. CALL TO ORDER AND FLAG SALUTE

Mayor Sun called the City Council Meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

Mayor:

Cy Sun

2. ROLL CALL OF COUNCIL MEMBERS

Leanne Guier
Gary Hulsey
John Jones
James McMahan
Josh Putnam
Clint Steiger
Tren Walker

Staff present: City Clerk Patti Kirkpatrick, Finance Director Betty Garrison, Acting Public Works/Community Development Director Ken Barnett, Public Safety Director John Calkins, and City Attorney Ken Luce.

3. APPROVAL OF AGENDA

Councilmember Guier asked that Old Business Items 7A and 7B be moved to New Business as Items 8H and 8I respectively; and Councilmember Hulsey asked that Nominations for Mayor Pro Tem and Council President be added as New Business Item I.

Councilmember Hulsey Moved and Councilmember Guier seconded the motion to approve the agenda as amended. Councilmembers Hulsey, Jones, McMahan, Putnam, Steiger, Walker and Guier voted in favor. Motion passed.

4. AUDIENCE COMMENT

Mr. Frank Hatton President of Pacific Partnerships voiced his appreciation to the City, local businesses, and residents for their generosity in providing for those individuals and families in need in Pacific, noting he was proud to live in the City of Pacific.

Mr. Stacey Jackson urged the Mayor and Council to work to find some common ground and start working together.

Ms. Anita Scroggins sought clarification regarding the article in the December 14, 2012 Auburn Reporter regarding CIAW's clarification that they did not ask the Mayor to resign; questioned how the City could afford to settle a lawsuit of the former City Clerk; and felt this is a very dysfunctional City and she would perform to be in Sumner.

Mr. Jay Roland was proud to be a citizen of Pacific and urged the Council and Mayor to work together to get the City back to where it used to be.

Ms. Carol Aguilar was proud of the Council, noting it took one person, the Mayor, less than twelve months to destroy a City that is 103 years old. She noted the Council cares about the community and hopes there will be insurance so citizens do not have to incorporate into another City.

Mr. Bill White commented that the City has a Mayor who dropped the ball and ruined the City. He noted Pacific is a good City and urged the Council to do something in regards to the Mayor and voiced opposition to annexation.

Mr. Estefan Escobar voiced his love of the City, noting the Councilmembers are an active part of the community and hoped the City will be able to resolve things without pointing fingers.

Mr. Jim Snyder has been a resident since 1965 and has never seen such a mess in his life and he urged the Council to let the Mayor run a business.

Mr. Howard Erickson questioned a statement made by Councilmember Putnam regarding the current insurance carrier wanting the Mayor out; and inquired when the City would be taking action against the newspaper companies who throw their newspaper on residents' yards unsolicited.

Mr. Chris Mott stated that someone is removing yard signs on Butte Avenue.

5. **REPORTS**

Mayor – Mayor Sun commented that he heard a lot of comments about him tonight and he appreciated those comments. He stated the people voted him to be Mayor and that he is doing exactly what the people voted him in to do.

Finance – Ms. Garrison reported that the State Auditor was reviewing the 2011 audit findings and she expected to have an exit interview sometime in mid-January 2013. She announced that there will be periodic closures to the payment window in early January due to conversion of the financial software that included shutting down their system completely during that process as well as for training. She planned to post times when the dates/times are known and will look into setting up an online bill paying station in City Hall or at the Community Center. The Mayor voiced his appreciation of Ms. Garrison for her hard work this year, noting she is the best financial person he has ever worked with.

Court Statistics – No report given.

Public Safety Department – No report given.

Public Works/Community Development – Mayor Sun advised he had directed Ken Barnett to serve as Acting Director of the Public Works/Community Development Department, noting Mr. Barnett has been doing a good job for the City. A written report regarding departmental update was provided to the Council.

Community/Senior/Youth Services – No report given.

City Council – Councilmember Steiger explained that an untruth had been posted by the Mayor regarding his purchase of two vehicles from the City in the last several years. The Councilmember noted that he has purchased, through the City's surplus process, a 1996 S-10 pickup and a 1974 dump truck, both of which had been through the City's bid process and that no City funds had been expended on these purchases. He asked Finance Director Garrison to confirm there was a clear record of these two transactions, who verified that the City has the receipts.

Councilmember Jones voiced his displeasure that the Mayor hired Ken Barnett as the Building Inspector/Code Enforcement Officer and then moved him to Acting Director. He was concerned that a union employee could not also hold an administrative position; that the Council turned down Mr. Barnett for the Director's job; and did the union agree in writing with this change? Mayor Sun stated he was trying to save the City money and that since taking office in January, he has done both jobs and knows how much time and effort it takes for all City departments to operate effectively; and that this was a temporary appointment and he recognized that he did not keep the council fully informed, but he felt this was his decision as the Executive Branch of the government.

In response to Councilmember Guier, City Attorney Luce advised that legally a position cannot be filled while it is still being advertised. The Mayor stated he would take that into consideration and discuss it.

Councilmember Putnam responded to an earlier citizen comment regarding newspapers on people's lawns, noting that legal research was done on this item earlier in the year and there was strong precedence allowing newspapers to distribute. He opposed taking any further action on this matter other than to encourage citizens to help each other out and pick up the newspapers. Additionally, he clarified that CIAW declined to extend coverage and asked that they be notified if there was a change in the Executive Branch of the City.

Personnel – City Clerk Kirkpatrick advised that the current ad for a new Public Works/Community Development Director will close on December 31, 2013, and it is the desire for the Mayor to form a hiring committee to review the applications and interview the top candidates.

Councilmember Walker inquired as to the status of the hiring of two police officers; and the Mayor stated he was thinking about the hiring, and that it may take a long time to happen as he is more concerned with funding for the City. The City Attorney explained

that the Mayor is the Chief Administrative Officer of the City and he has a responsibility to fill the vacant positions through his own process.

Councilmember Walker Moved and Councilmember Hulsey seconded the motion urging the Mayor to fill the two vacant police positions.

Council discussion ensued regarding the need to fill the vacancies to help reduce overtime and potential loss of employees due to poor working conditions.

Mr. Jerry Neitsche, Mr. Stacey Jackson, Ms. Carol Aguilar, Mr. Gary VanHee, Ms. Lynette Green, Mr. Jay Brolin voiced their support of filling the vacant police officer positions.

Councilmembers Jones, McMahan, Putnam, Steiger, Walker, Guier, and Hulsey voted in favor. The motion passed.

Committee Boards

Park Board – No report provided.

Public Works – No report provided.

Civil Service – No report provided.

Planning Commission – No report provided.

South King County Transportation Board (SKTBD) – No report provided.

Pierce County Regional Council (PRCR) – No report provided.

Suburban Cities Association (SCA) – No report provided.

Valley Regional Fire Authority (VRFA) – No report provided.

6. PUBLIC HEARING –NONE

7. OLD BUSINESS

A. Adoption of Resolution No. 12-1219, Authorizing the Mayor to Execute Supplemental Agreement No. 10, with Skillings Connolly for Time Extension

The City Clerk provided a staff report noting that the Senior Project Manager, Mr. Gary Richardson, has requested a time extension only in order to complete the project improvements. This item was postponed to this meeting date to ensure there would be insurance coverage.

Councilmember Jones Moved and Councilmember Steiger seconded the motion to adopt Resolution No. 12-1219, authorizing the Mayor to execute Supplemental Agreement No. 10, for time extension only with Skillings Connolly for Stewart Road/Thornton Avenue Improvements Project to December 31, 2013. Councilmembers McMahan, Putnam, Steiger, Walker, Guier, Hulsey, and Jones voted in favor of the main motion as amended. The motion as amended passed.

Councilmember McMahan Moved and Councilmember Putnam seconded the motion amending Resolution No. 12-1219 by striking the words, “Mayor Pro Tem” and inserting the words “authorizing the Mayor to sign

Supplemental Agreement No. 10 with Skillings Connolly.” Councilmembers Putnam, Steiger, Walker, Guier, Hulsey, Jones, McMahan voted in favor. The motion to amend passed.

8. NEW BUSINESS

A. Adoption of Ordinance No. 12-1839, Amending the Budget for the Year 2012; Amending Ordinance No. 1814, Adopted December 27, 2011

Finance Director Garrison provided a staff report, noting that the ordinance amended the 2012 budget adjusting projected beginning balances to actual; adjusting revenue and expenditures to allow for increased collections and expenses; adjusting the salary schedule for changes in police staffing levels; adjusting for grants received; and adjusting the ending fund balances to reflect the changes.

Councilmember Hulsey Moved and Councilmember Putnam seconded the motion to adopt Ordinance No. 12-1839, amending the budget for the Year 2012; and amending Ordinance No. 1814, adopted on December 27, 2011.

B. Adoption of Ordinance No. 12-1840, Amending Pacific Municipal Code Chapter 9.97.020 Relating to the Adoption of Statutes Relating to Influence of Alcohol or Drugs

Public Safety Director Calkins provided a staff report, noting that the State of Washington establishes the various criminal statutes and the City has in the past adopted by reference numerous criminal codes for the health, safety and welfare of its citizens. Recently the State made some changes to RCW 46.61.50 and 46.61.5249, which the ordinance adopts by reference into the City’s Municipal Code.

Councilmember Hulsey Moved and Councilmember Jones seconded the motion to adopt Ordinance No. 12-1840, amending Pacific Municipal Code Chapter 9.97.020 relating to the adoption of statutes relating to the influence of alcohol or drugs.

C. Adoption of Resolution No. 12-1223, Authorizing the Mayor to Bind Insurance Coverage for the City of Pacific

City Clerk Kirkpatrick provided the staff report, noting that insurance coverage for general liability and property insurance was found through its Broker, Arthur J. Gallagher. The Broker will be able to finalize the comprehensive/collision portion of the auto policy later this week and asked the Council to approve binding the contract in substantially the form as presented. The one year policy will allow the City of Pacific to remain as a City and allow staff the opportunity to continue working with the Broker to secure more affordable insurance in the coming years.

Councilmember Hulsey Moved and Councilmember Jones seconded the motion to adopt Resolution No. 12-1223, authorizing the Mayor to bind insurance coverage for general liability and property insurance effective

December 31, 2012 through December 31, 2013, Option 1 in substantially the form presented in the Broker's Proposal, incorporated herein as Exhibit A.

Mr. Darin Puryear, with Arthur J. Gallagher Brokerage Firm went over the two options as well as the additional coverage for business interruption insurance.

In response to Councilmember McMahan, the Mayor stated that he was comfortable with Option 1 and Councilmember Putnam concurred.

Mr. Don Thompson stated the Mayor took it upon himself to cut costs, to not follow procedures to replace staff, the insurance company declined coverage, and now the City is paying a higher premium for less coverage. If this is how the Mayor cuts costs to save taxpayer money, that he please stop.

Councilmembers Guier, Hulsey, Jones, McMahan, Putnam, Steiger, and Walker voted in favor. The motion passed.

D. Adoption of Resolution No. 12-1224, Authorizing the Mayor to Execute Amendment No. 2 to the SCORE Jail Contract Regarding Portacourt Video Arraignments

Public Safety Director Calkins provided the staff report, noting there is no additional cost to the City as the SCORE facility will provide all of the equipment and it will save the City money in 2013 as we will no longer need to transport prisoners to and from the City Courtroom.

Councilmember Hulsey Moved and Councilmember Putnam seconded the motion to adopt Resolution No. 12-1224, authorizing the Mayor to execute Amendment No. 2 to the SCORE Jail Contract regarding Portacourt Video Arraignments. Councilmembers Hulsey, Jones, McMahan, Putnam, Steiger, Walker and Guier voted in favor. The motion passed.

E. Adoption of Resolution No. 12-1225, Affirming an Administrative Interpretation of Pacific Municipal Code Section 17.08.060(c) Requiring Updated Building Standards for an Existing Home Moved to Another Location

Acting Public Works/Community Development Director Barnett provided a staff report, noting this is a one-time request for waiver of Pacific Municipal Code 17.08.060(c) regarding the Inch and Abernathy purchased homes from the White River Estates Flood Zone.

Councilmember Putnam Moved and Councilmember Hulsey Seconded the motion to adopt Resolution No. 12-1225, affirming the Building Official's Administrative Interpretation No. 12-001, attached to and incorporated herein as Exhibit A, regarding necessary upgrades to homes relocated from White River Estates to nearby neighborhoods in Pacific.

Councilmember discussion ensued regarding the procedure to concur with building official decisions, and whether the Acting Department Director had authority to make that determination. The City Attorney commented that the City is covered in this instance and that whether the Mayor properly appointed Mr. Barnett is a separate issue.

Mr. Jay Brolin requested the City look into the neglect of his former property, noting there is tall grass and asked for enforcement requiring the owner to better maintain that property.

Ms. Sheila Martin, spoke on behalf of Carol Inch, asking the Council to affirm the Building Inspector's decision as they are financially unable to bring the home up to code.

Ms. Jean Fancher recalled that when a Mr. Dent was moving a home from the White River Estates, former Public Works Director Jay Bennett indicated that future issues would be negotiated as they came up. This is a fairness issue and hoped the Council would accommodate the requests.

Mr. John Abernathy urged the Council to approve the waiver as he is financially unable to bring the four homes up to code.

Councilmembers McMahan, Putnam, Steiger, Walker, Guier, and Hulsey voted in favor. Councilmember Jones voted in opposition. The motion passed.

F. Adoption of Resolution No. 12-1226, Authorizing the Expenditure of Funds with Gerina Dahl for Utility Billing System Audits; Managing Month End Processing; and Management of the Migration from Springbrook Version 6 to Version 7

Finance Director Garrison provided the staff report, noting this is a continuation of Ms. Dahl's existing contract approved in November 2011.

Councilmember Putnam Moved and Councilmember Steiger seconded the motion to adopt Resolution No. 12-1226, authorizing the Mayor to execute an agreement/scope of work, attached hereto as Exhibit A, with Gerina Dahl for an additional (up to) six month period and expends funds in the estimated amount of between \$15,000 and \$30,000. This agreement may be extended on a month by month basis at the end of six months as required and mutually agreed. Councilmembers McMahan, Putnam, Steiger, Walker, Guier, Hulsey and Jones voted in favor. The motion passed.

G. Discussion: Cities Insurance Association of Washington (CIAW) Extended Reporting Period – Wrongful Acts Coverage

City Clerk Kirkpatrick provided the staff report, noting that CIAW was offering an endorsement for wrongful acts for up to two years. The additional coverage is recommended as CIAW is a "claims made" policy and if a claim is made after the

coverage ends, then there would be no coverage unless the City pays for the extended reporting period coverage.

Council discussion ensued with direction given to place this item on the next Council Workshop agenda.

H. Adoption of Resolution No. 12-1217, Consenting to the Annexation of the Territory of the City of Pacific, Washington into the City of Auburn, Washington Simultaneous with the De-Annexation of the City of Pacific Pursuant to RCW 35.10.217(2)

The following motion was made at the December 10, 2012, and remains on the floor for Council action:

Councilmember Putnam Moved and Councilmember Guier seconded the motion to adopt Resolution No. 12-1217, consenting to the annexation of the Territory of the City of Pacific, Washington into the City of Auburn, Washington simultaneous with the de-Annexation of the City of Pacific pursuant to RCW 35.10.217(2)

Councilmember Guier Moved and Councilmember Putnam seconded the motion to postpone Resolution No. 12-1217 indefinitely. Councilmembers Putnam, Steiger, Walker, Guier, Jones, and McMahan voted in favor. Councilmember Hulsey voted in opposition. The motion passed.

I. Adoption of Resolution No. 12-1218, Calling for a Special Election on February 12, 2013, Concerning the Disincorporation of the City of Pacific

Councilmember Guier Moved and Councilmember Putnam seconded the motion to postpone Resolution No. 12-1218, indefinitely. Councilmembers Guier, Hulsey, Jones, McMahan, Putnam, Steiger, Walker voted in favor. The motion passed.

J. Council Nomination for Mayor Pro Tem

Councilmember Walker Moved and Councilmember Guier seconded the motion to nominate James McMahan as Mayor Pro Tem for 2013. Councilmembers Hulsey, Jones, McMahan, Putnam, Steiger, Walker, and Guier voted in favor. The motion passed.

K. Council Nomination for Council President

Councilmember Walker Moved and Councilmember Putnam seconded the motion to nominate Leanne Guier as Council President for 2013. Councilmembers Jones, McMahan, Putnam, Steiger, Walker, Guier, and Hulsey voted in favor. The motion passed.

9. CONSENT AGENDA

- A. Approval of the December 3, 2012, Workshop Meeting Minutes
- B. Approval of the December 3, 2012, Special Meeting Minutes
- C. Approval of the December 10, 2012, Council Meeting Minutes
- D. Approval of the December 17, 2012, Council Meeting Minutes (continued from 12/10/12)
- E. Approval of the December 17, 2012 Workshop Meeting Minutes

Councilmember Putnam Moved and Councilmember Jones seconded the motion to approve the Consent Agenda except for Payroll. Councilmembers McMahan, Putnam, Steiger, Walker, Guier, Hulsey, and Jones voted in favor. The motion passed.

- F. Approval of Payroll for period of December 1, 2012 through December 15, 2012, and Claim Vouchers for December 11, 2012 through December 26, 2012.

Councilmember Putnam asked the Finance Director to explain where claim settlement money comes from within the Budget. Ms. Garrison noted there is a specific BARS line item for settlements in the general fund and that is where the funds to pay the claim came from.

Councilmember McMahan questioned the payment structure for the Acting Public Works/Community Development Director; and Ms. Garrison stated at the time the payroll was processed, Mr. Barnett was paid as the Building Inspector/Code Enforcement Officer; and in order to be paid anything in addition, he would have to be paid *out of class*.

Councilmember Guier inquired as to the status of the following:

- Sound Inspections. Mr. Barnett explained that when he came on board in December, he worked closely with Sound Inspections to get up to speed and the Mayor has sent a letter advising the City will no longer need their services as of January 1, 2013. Councilmember Guier noted the Council did not authorize a contract with Sound Inspection for December.
- Sewage Spill. The Mayor advised that this happened November 26, 2012, and provided a memo and photos of the incident. He stated this was an emergency situation and he found a contractor to perform the work, for what he considered a reasonable price, and that he intended to advise the Council of this matter when it was fully settled and the property owners were not going to sue the City.

Councilmember Jones stated this item was brought up at the last Public Works Committee meeting and it was his understanding that the Mayor would be bringing the matter to the Council's attention.

Councilmember Putnam reminded the Council that when they review the payables they are not reviewing the policy behind them, rather the debt the City owes. The rest of it is lessons learned for the future.

Councilmember Putnam Moved and Councilmember Jones seconded the motion to approve the Payroll and Payables. Councilmembers Putman, Steiger, Walker, Guier, Hulsey, Jones, and McMahan voted in favor. The motion passed.

Councilmembers Guier and Putnam expressed their appreciation to City Clerk Kirkpatrick for all of her assistance in securing insurance coverage for the City of Pacific.

10. EXECUTIVE SESSION – NONE

11. ADJOURN

At 9:11 p.m. Mayor Sun adjourned the December 26, 2012, City Council Meeting.

Patricia J. Kirkpatrick, MMC, City Clerk

**CITY OF PACIFIC
CITY COUNCIL SPECIAL MEETING
December 31, 2012
Council Chambers
City Hall, 6:30PM**

1. CALL TO ORDER AND FLAG SALUTE

Mayor Sun called the City Council Meeting to order at 4:00 p.m. and led the Pledge of Allegiance.

2. ROLL CALL OF COUNCIL MEMBERS

Leanne Guier
Gary Hulse, Excused
John Jones
James McMahan
Josh Putnam
Clint Steiger
Tren Walker

Staff present: City Clerk Patti Kirkpatrick, Finance Director Betty Garrison, Acting Public Works/Community Development Director Ken Barnett and Public Safety Director John Calkins.

Councilmember Guier Moved and Councilmember Walker seconded the motion to excuse Councilmember Hulse. The motion passed by unanimous voice vote.

3. BUSINESS ITEM

A. Adoption of Resolution No. 12-1227, Authorizing Payment in Full for Insurance Coverage

City Clerk Kirkpatrick provided the staff report, noting that the insurance binder was signed on Friday, December 28, 2012 and the Broker advised payment in full was required upon receipt of the invoices. There were three invoices for general liability, property, and auto physical damage coverages.

Councilmember discussion ensued with confirmation from the Finance Director that there are sufficient funds to pay the amount in full and cautioned a budget amendment will need to be done sometime in 2013 to account for the additional costs not previously budgeted for.

Mr. Duwayne Gratz sought clarification on why the new insurance was at \$5 million and what the exclusions were in the new policies. City Clerk Kirkpatrick explained that the Council had chosen to go with the lower limits due to the higher premium costs and the insurance binders would be posted as part of this meeting's agenda packet on Wednesday, January 2, 2013.

Councilmember Guier Moved and Councilmember Putnam seconded the motion authorizing payment for insurance coverage as outlined in the attached invoices, incorporated herein as Exhibits A, B, and C; and direct the Finance Director to issue a voucher for the full payment of the invoices no later than January 2, 2013; and to provide the voucher to the City Clerk for delivery to the Insurance Broker.

Councilmembers Jones, McMahan, Putnam, Steiger, Walker, and Guier voted in favor. The motion passed.

4. EXECUTIVE SESSION – NONE

5. ADJOURN

There being no further business, Mayor Sun adjourned the meeting at 4:13 p.m.

Patricia J. Kirkpatrick, MMC, City Clerk

**CITY OF PACIFIC
CITY COUNCIL**

**WORKSHOP MEETING
January 7, 2013**

**City Hall ~ Council Chambers
City Hall, 6:30PM**

MEETING MINUTES

Roll Call

Leanne Guier, Council President
John Jones, Absent
Tren Walker, Absent
James McMahan
Josh Putnam, arrived at 7:21 p.m.
Gary Hulsey
Clint Steiger

Mayor
Cy Sun, left meeting at 7:05 p.m.

Staff Present: Acting Public Works/Community Development Director Ken Barnett, City Clerk Patti Kirkpatrick, Finance Director Betty Garrison, City Attorney Ken Luce who left at 7:05 p.m.

Council President Guier called the meeting to order at 630 p.m.

Changes/Additions

Councilmembers added:
Discussion: Gifting of Public Funds – Sewer Connection
Discussion: Community Services Director Sheryl Finwall
Discussion: Mayor Sun's Recent Blog Posting
An Executive Session to Discuss Potential Litigation

At 6:33 p.m. Council President Guier adjourned the Workshop meeting for a twenty-minute executive session regarding potential litigation, RCW 42.30.110(1)(h)(ii), (iii) and announced no action would be taken. At 6:50 p.m. Council President Guier extended the executive session for fifteen-minutes. At 7:05 p.m. Council President Guier reconvened the Workshop meeting and announced that Mayor Sun left the meeting after being excused from the Executive Session due to a conflict of interest.

AGENDA ITEMS

A. Discussion: Extending Interlocal Agreement for IT Services with City of Auburn

City Clerk Kirkpatrick went over the proposed amendment, noting that this allows the City to continue receiving information technology services from the City of Auburn for another year and that there is no increase in costs.

Direction; Council directed that this item be brought forward for approval at the January 14, 2013 meeting.

B. Discussion: Additional Insurance Coverage for Consideration

City Clerk Kirkpatrick explained that there were two additional insurance coverages that the Council needed to determine if appropriate to bind. They were for Boiler and Machinery coverage and for Employee Dishonesty (Crime) coverage.

Direction: Council directed that the Boiler and Machinery policy move forward for approval at the January 14, 2013, meeting and to obtain a quote for Employee Dishonesty (Crime) and to bring that forward to an upcoming Workshop for further discussion.

C. Discussion: Out of Class Pay

Council President Guier asked that this item be brought to the Workshop to ensure that Mr. Barnett was receiving the appropriate *out of class* pay. City Clerk Kirkpatrick advised that at a meeting between the Mayor and the Union on January 2, 2013, it was determined that Ms. Thach at the Community Services Center should have been receiving *out of class* pay as well. Finance Director Garrison advised that Mr. Barnett was receiving the *out of class* pay and once she received documentation from Ms. Thach, her office would adjust payroll to reflect the *out of class* pay as well.

Councilmember Putnam arrived at 7:21 p.m.

Direction: Councilmembers encouraged staff to continue treating all employees equally.

D. Discussion: Council Committee Assignments

Councilmembers went over the various committees, selecting which ones they would like to serve on as follows:

Committee	Guier	Hulsey	Jones	McMahan	Putnam	Steiger	Walker
Committee of the Whole	X	X	X	X	X	X	X
Finance Committee	X	X			X		
Public Works Committee		X		X		X	
Public Safety Committee	X	X				X	
Human Services Committee	X	X	X				X
Technology Committee			X		X		X
Claims Committee**					X	X	
External Committees							
Valley Regional Fire Authority*						X	X
Council Parliamentarian				X			
Hotel/Motel Advisory	X						
Solid Waste					X	X	
Farmers Market Board							X
Council Liaisons							

Cities and Schools Forum							
Suburban Cities Association (SCA)	X		Alternate				
South King County Area Transportation Board (SKTB)	X						
Pierce County Regional Council (PCRC)							X

*The Mayor serves as a representative to this board along with two Councilmembers

**Comprised of City Clerk, Councilmembers Putnam and Steiger, and Public Works Director and Public Safety Director

Councilmember McMahan voiced concern with serving on various committees and the commitment of being Mayor Pro Tem due to his job in Olympia. Council President Guier offered her assistance to him during the next year.

E. Discussion: King County Countywide Planning Policies

Direction: Council directed Staff to review the Planning Policies and bring back to next workshop for further discussion.

F. Discussion: Gifting of Public Funds – Sewer Connection

Councilmember Hulseley voiced concern that the sewer connection issue brought forward by the Mayor may be a gifting of public funds as Pacific Municipal Code 14.08.070-090 outlines the procedures for connection and/or repairs to sewer. Acting Public Works Director Barnett explained that the property owner did properly connect to the sewer connection as directed by City; however, the City’s connection did not properly tie into the sewer line causing the backup.

Direction: This matter was referred to the Public Works Committee with additional research to be performed by the Acting Public Works Director.

G. Discussion: Sheryl Finwall

Councilmember Hulseley voiced concern with the absence of Community Services Director Finwall and wanted to discuss her abilities to perform her job.

Direction: This matter was referred to the Human Services Committee for discussion with the Mayor and Staff.

H. Discussion: Mayor Sun’s Recent Blog Posting

Direction: This matter was referred to the January 14, 2013, Council meeting.

At the request of Council President Guier, Finance Director Garrison reported she and the Mayor met with the State Auditors on Wednesday, January 3, 2013, for four and a half hours to specifically discuss the Mayor’s blogs, item by item. She stated the Auditor will include any findings as a result of the Mayor’s blogs in the City’s final audit report, which the Auditors are still researching and reviewing.

At 7:57 p.m. Council President Guier adjourned the meeting.

Patricia J. Kirkpatrick, MMC, City Clerk

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