

**CITY OF PACIFIC  
CITY COUNCIL**

**WORKSHOP MEETING  
January 22, 2013**

**City Hall ~ Council Chambers  
City Hall, 6:31PM**

**MEETING MINUTES**

**Roll Call**

Leanne Guier, Council President  
John Jones  
Tren Walker, absent  
James McMahan  
Josh Putnam  
Gary Hulse  
Clint Steiger, absent

Mayor  
Cy Sun

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

Council President Guier called the meeting to order at 6:31 p.m.

**Changes/Additions**

Agenda Items Removed:

3J Discussion: Re-Establishing the Position of Chief of Police

Agenda Items Added:

3M Discussion: Opening of the City Park

3N Discussion: Response to Citizen Complaint Regarding Newspapers

**AGENDA ITEMS**

**A. Discussion: Proposed Changes to the City's Fee Schedule**

Finance Director Garrison provided the staff report, noting that there were two requested changes to the fee schedule: 1) Notary Fee at \$10; 2) Lien Fees at \$173; that these fees were discussed at Finance committee; and should the item be moved forward, she will prepare the appropriate resolution.

Council discussion ensued regarding the notary fee being a service to the citizens for such items as a Will; and who pays the proposed lien fee, which would be the property owner as noted in the utility accounts.

Direction: Council directed that this item be brought forward to the next regular meeting for approval.

#### **B. Discussion: Lloyd Enterprises Utility Account**

Acting Public Works Director Barnett asked that this item be referred back to Finance Committee for further discussion as there was some new, additional information that would need to be reviewed and discussed in Committee.

Direction: Council remanded this item to the next Finance Committee Meeting and then to a following Workshop meeting in February.

#### **C. Discussion: PS Alley Set Up for City Telephone System**

Finance Director Garrison provided the staff report, noting that the telephone system is a "T1" system, with the hardware located at the police station. This causes an issue if and when staff needs to call 911; the officers are dispatched to the police station rather than the appropriate office at City Hall. In order to resolve this issue, the phone company has asked that staff map out the extensions so they can be updated for 911 purposes.

Direction: Council directed that this item be brought forward to the next regular meeting for approval.

#### **D. Discussion: Service Contract for City Telephone System**

Finance Director Garrison presented the staff report, noting that the current telephone services contract expired in April 2012; and provided three options for the Council to consider with a potential cost savings of \$483.30 over a three-year contract period.

Council discussion ensued regarding back dating the agreement to cover the recent repairs and Finance Director Garrison would check into that matter.

Direction: Council directed that this item be brought forward to the next regular meeting for approval.

#### **E. Discussion: Garbage Rate Increase**

Finance Director Garrison provided the staff report, noting King County has increased the rates for solid waste disposal with the new rates being effective January 1, 2013; and they are required by the Franchise Agreement to notify the City of rate changes.

Direction: Council directed that this item be brought forward to the next regular meeting for approval.

#### **F. Discussion: Public Works Board Loan**

Finance Director Garrison provided the staff report, noting the City was awarded a pre-construction loan from the Public Works Board for the Stewart Road/Thornton Avenue Improvement Project. The loan is for \$300,000, with 1% interest over a 5-year period. Payments will be due annually in June 1st.

Council discussion ensued regarding the overall project status and asked for a report from Skillings Connolly at the January 28, 2013 regular meeting.

Direction: Council directed that this item be brought forward to the next regular meeting for approval.

#### **G. Discussion: 2013 Recycling Collection Events**

Acting Public Works Director Barnett provided the staff report, noting the City received grants to host the 2013 recycling collection events. Olympic Environmental Resources (OER) has been the contractor for logistics, operations, and reporting requirements for the previous collection and education events, and Staff recommends using their services for 2013 events.

Direction: Council directed that this item be brought forward to the next regular meeting for approval.

#### **H. Discussion: Extending the Medical Marijuana Moratorium**

Acting Public Works Director provided the staff report, noting that on February 13, 2012, through Ordinance No. 12-1823, the City extended the moratorium on Medical Marijuana Collective Gardens for an additional twelve months, which is up in February. A public hearing has been noticed for February 19, 2013 meeting to consider a proposed ordinance extending the moratorium on Medical Marijuana Collective Gardens, and a proposed moratorium on the processing and distribution of medical marijuana.

Direction: Council directed that this item be brought forward to the next regular meeting for approval.

#### **I. Discussion: Public Records Email Archival Software Purchase**

City Clerk Kirkpatrick presented the staff report, noting that there have been several large volume public record requests relating to electronic emails. In discussing the best way to search emails, the Auburn IT staff recommended the City purchase Email Archival Software in the amount of \$2,886.20. This item was discussed at Finance Committee who recommended it be brought to Workshop for further discussion.

Direction: Council directed that this item be brought forward to the next regular meeting for approval.

#### **J. Discussion: Re-Establishing the Position of Chief of Police**

This item was removed from the agenda at the request of Mayor Sun.

#### **K. Discussion: Reorganization to a Council/Manager Form of Government**

Councilmember Jones asked that this item be brought to Workshop for discussion and suggested the Council consider forming a committee to do the groundwork of what it will entail to move to a Council/Manager form of government. He explained that this has been brought up many times in the past and felt it was time to take another look at it, noting that it can be done by Council resolution or by a petition from the citizens.

Council discussion ensued regarding the following concerns:

- Would put more accountability on a Manager.
- How would the City fund that position?

- Would like to see the salary range of comparable cities as to what they pay a manager.
- Councilmembers Jones and Hulsey volunteered to serve on the Committee and would require the assistance of the City Clerk and/or Finance Director on an as needed basis. Further, Councilmember Walker may be interested in serving on the committee and Mr. Jones will contact him to further discuss his interest.

In response to Councilmember McMahan regarding his thoughts on the proposed Council/Manager form of Government, the Mayor responded that he had nothing to say.

Direction: Council directed that this item be added to the February 4th and February 19th Workshop Agendas for updates from the Committee.

**L. Discussion: Amending City Council Rules and Procedures**

City Clerk Kirkpatrick provided the staff report, noting that the proposed change to the Council Rules and Procedures was attached in redline version.

Direction: Council directed this item be moved to the January 28, 2013, meeting for second reading and adoption.

**M. Discussion: Opening of the City Park**

In response to Councilmember Hulsey, Acting Public Works Director Barnett explained that he had spoken with King County and they had asked that the City wait until the end of February. If the City chooses to open the park sooner, the County would expect the City to carry the burden of liability if the park should flood.

Council discussion ensued as to whether or not to wait until the end of February to open the Park, and if signs should be posted letting citizens know that there are 12 other City Parks that are open to the public.

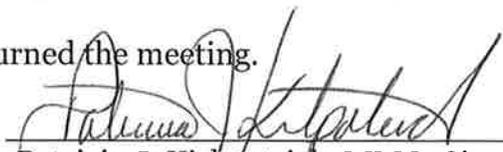
**N. Discussion: Response to Citizen Complaint Regarding Newspapers**

Councilmember Guier reported that she had contacted the Auburn Reporter and found they will install a newspaper tube at the homeowner's request for free and that if a citizen does not want the paper, they can call and ask to be removed from the distribution list.

Direction: Council suggested a sample newspaper tube be posted at City Hall with a label advising citizens who to call to have one installed at their home or to remove their name from the distribution list. Councilmember Guier would follow up with her contact at the newspaper and have them coordinate the installation of the newspaper tube with the City Clerk. Additionally, the City Clerk will post the Newspaper's display ad regarding the service and post on the City's bulletin board.

In response to Councilmember Guier, City Clerk Kirkpatrick advised that the Technology Committee will meet on January 30th to go over the website conversion.

At 7:30 p.m. Council President Guier adjourned the meeting.




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Patricia J. Kirkpatrick, MMC, City Clerk