



**PACIFIC CITY COUNCIL MEETING AGENDA**  
**Council Chambers - City Hall. 100 3<sup>rd</sup> Ave. SE**

**August 25, 2014**  
**Monday**

**REVISED**  
**Regular Meeting**  
**6:30 p.m.**

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL OF COUNCIL MEMBERS**
- 3. ADDITIONS TO/APPROVAL OF AGENDA**
- 3A. PROCLAMATION – NATIONAL RECOVERY MONTH**
- 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.)

- ( 3 )**
- 5. REPORTS**
    - A. Mayor**
    - B. Finance**
    - C. Court**
    - D. Public Safety Department**
    - E. Public Works/Community Development Department**
    - F. Community/Senior/Youth/Services – Report Attached**
    - G. City Council Members**
    - H. Boards and Committees**
      - i. Finance Committee**
      - ii. Governance Committee**
      - iii. Human Services Committee**
      - iv. Public Safety Committee**
      - v. Public Works Committee**
      - vi. Technology Committee**
      - vii. Civil Service Commission**
      - viii. Park Board**
      - ix. Planning Commission**
      - x. Pierce County Regional Council (PCRC)**
      - xi. Sound Cities Association (SCA)**
      - xii. South County Area Transportation Board (SCATBd)**
      - xiii. Valley Regional Fire Association (VRFA)**

**6. OLD BUSINESS**

- ( 5 )**
- A. Ordinance No. 2014-1868: Amending Pacific Municipal Code Chapter 20.82 regarding Code Enforcement.**

- (19) **B. Ordinance No. 2014-1870:** Authorizing the mayor to enter into an amendment of the franchise agreement with Waste Management of Washington, Inc. for solid waste collection services to extend the agreement from August 28, 2014 through June 30, 2015 to allow for a new franchise agreement to be negotiated.
- (25) **C. Ordinance No. 2014-1871:** Authorizing the mayor to enter into an amendment of the franchise agreement with Murrey's Disposal for solid waste collection services
- (31) **D. AB 14-148:** Confirmation of the Mayor's appointment of a Community Development Manager

**7. NEW BUSINESS**

(49) **8. CONSENT AGENDA**

- A.** Payroll and Voucher Approval
  - B.** Approval of the minutes from the meeting of July 14, 2014, and the workshop of July 21, 2014.
- 9. EXECUTIVE SESSION:** To evaluate the qualifications of an applicant for public employment per RCW 42.30.110(1)(g) for 15 minutes
- 10. ADJOURN**

Finance Committee Garberding, Jones, Kave Meets: 2 <sup>nd</sup> Tuesdays	September 9, 2014 6:30 p.m.	City Hall
Governance Committee Kave, Knudtson, Putnam	TBD 5:30 p.m.	City Hall
Human Services Committee Jones, Knudtson, Walker Meets 1 <sup>st</sup> Tuesday	September 2, 2014 6:00 p.m. <b>TIME CHANGE</b>	Senior Center
Park Board Meets 1 <sup>st</sup> Tuesday	September 2, 2014 6:00 p.m. <b>TIME CHANGE</b>	City Hall
Planning Commission Meets 4 <sup>th</sup> Tuesday	August 26, 2014 6:00 p.m.	City Hall
Public Safety Committee Garberding, Kave, Steiger (alt: Knudtson)	TBD 6:30 p.m.	City Hall
Public Works Committee Garberding, Putnam, Steiger Meets 1 <sup>st</sup> Wednesday	September 3, 2014 7:00 p.m.	City Hall
Technology Committee Jones, Knudtson, Walker Meets 3 <sup>rd</sup> Thursday	September 18, 2014 5:00 p.m.	City Hall

MONTHLY TOTALS

Date: May	2013	2014
<b>Participation Counts</b>		
<b>Demographics</b>		
Pacific:	538	506
Algona:	164	113
Auburn:	112	71
Other:	242	160
Total Demographics	1056	850
<b>Activity</b>		
Stone Soup:	97	72
Senior Nutrition Lunch:	368	343
Trips:	8	118
Transportation:	164	54
Drop-Ins:	194	115
Bread/Pantry:	131	172
Touch of Home/Crafts:	35	81
Cards/Puzzles/Games:	21	220
Volunteer:	201	184
Music/Jam Session:	265	214
Health Care: Hair Cuts, Foot, Exercise:	4	2
Meetings:	5	27
S.H.I.B.A.:	0	0
Bus Passes:	0	23
Meals on Wheels	3	3
Information	0	6
Movies and Bingo	0	22
Total Activities	1488	1656
Unduplicated:	0	15
Volunteer Hours		424.25
<b>Donations</b>		
Stone Soup: \$32.00		
Gas for Trip: \$18.45		
Craft: \$33.00		
Coffee: \$28.37		
General Money Donation: \$38.33		





**Agenda Bill No. 14-142**

**TO:** Mayor Guier and City Council Members

**FROM:** Carol Morris, City Attorney

**MEETING DATE:** August 18, 2014

**SUBJECT:** Code Enforcement

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**ATTACHMENTS:** Ordinance No. 2014-1868

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**Previous Council Review Date:** August 4, 2014 Workshop, August 11, 2014 Meeting, August 18, 2014 Workshop

**Background:**

**UPDATE:** The City Attorney has updated the Ordinance as requested at the workshop on August 18, 2014.

The City's Zoning Code enforcement procedures are included in chapter 20.82 of the Pacific Municipal Code. These procedures are very confusing. For example, if a notice of violation issues, it may be appealed to the hearing examiner under Section 20.82.070, and the hearing examiner's decision may be appealed to superior court (Section 20.82.070(D)). However, if the City issues a notice of "infraction," under Section 20.82.090 (rather than a notice of "violation"), it is filed in municipal court under Section 20.82.100. (I am not sure when a notice of violation would be used as opposed to a notice of infraction.) There is a hearing in municipal court if it is "contested," and there is a totally different manner of determining the procedure for an appeal (Section 20.82.140(E)). In addition, Section 20.82.210 must be repealed as duplicative of the procedure for abatement that the City already has (through the adoption by reference of the Uniform Code for the Abatement of Dangerous Buildings).

**Summary of Proposed Ordinance:**

The proposed ordinance describes a procedure for enforcement of Zoning and Subdivision Code violations. It defines "violations," the procedure for investigation of complaints, the contents of a notice of violation, the procedure for service, appeals of the notice of violation, penalties, issuance of the hearing examiner's decision on appeal, etc.

The Council needs to decide what the civil penalty will be in Section 20.82.010 on page 11. Some cities may make the penalty \$50.00 (which will be imposed each day the violation exists) or as high as \$500.00.

**Recommendation/Action:** Consider and subsequently adopt the proposed ordinance.

**Motion for Consideration:** "I move to approve Ordinance No. 2014-1868"

## **AGENDA ITEM NO. 6A**

AN ORDINANCE OF THE CITY OF PACIFIC, WASHINGTON, RELATING TO ZONING AND SUBDIVISION CODE ENFORCEMENT, REPEALING CURRENT CODE ENFORCEMENT PROCEDURES AND PENALTY PROVISIONS AND ADOPTING NEW, COMPREHENSIVE ZONING AND SUBDIVISION ENFORCEMENT PROCEDURES, DESCRIBING VIOLATIONS, EXPLAINING THE PROCESS FOR INVESTIGATIONS AND ENFORCEMENT, LISTING THE ELEMENTS OF A NOTICE OF VIOLATION, DESCRIBING THE PROCEDURES FOR NOTICE, ISSUANCE AND SERVICE OF NOTICES OF VIOLATION, STOP WORK ORDERS AND EMERGENCY ORDERS, PROVIDING FOR HEARINGS ON APPEALS, DESCRIBING THE HEARING PROCESS, LISTING PENALTIES, REPEALING CHAPTER 20.82 OF THE PACIFIC MUNICIPAL CODE AND ADDING A NEW CHAPTER 20.82 TO THE PACIFIC MUNICIPAL CODE.

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**Budget Impact:** If the previous code (chapter 20.82) was enforced to issue notices of violation that could be appealed to the Hearing Examiner, then no budget impact. If the previous code (chapter 20.82) was enforced to issue notices of infraction that were processed through municipal court, there may be a difference in cost.

**Alternatives: None.**

**ORDINANCE NO. 2014-1868**

**AN ORDINANCE OF THE CITY OF PACIFIC, WASHINGTON, RELATING TO ZONING AND SUBDIVISION CODE ENFORCEMENT, REPEALING CURRENT CODE ENFORCEMENT PROCEDURES AND PENALTY PROVISIONS AND ADOPTING NEW, COMPREHENSIVE ZONING AND SUBDIVISION ENFORCEMENT PROCEDURES, DESCRIBING VIOLATIONS, EXPLAINING THE PROCESS FOR INVESTIGATIONS AND ENFORCEMENT, LISTING THE ELEMENTS OF A NOTICE OF VIOLATION, DESCRIBING THE PROCEDURES FOR NOTICE, ISSUANCE AND SERVICE OF NOTICES OF VIOLATION, STOP WORK ORDERS AND EMERGENCY ORDERS, PROVIDING FOR HEARINGS ON APPEALS, DESCRIBING THE HEARING PROCESS, LISTING PENALTIES, REPEALING CHAPTER 20.82 OF THE PACIFIC MUNICIPAL CODE AND ADDING A NEW CHAPTER 20.82 TO THE PACIFIC MUNICIPAL CODE.**

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WHEREAS, the City has no Subdivision Code enforcement procedures; and

WHEREAS, the City has decided to update its Zoning Code enforcement procedures because they are inconsistent; and

WHEREAS, the City State Environmental Policy Act (SEPA) Responsible Official has determined that this Ordinance is categorically exempt from SEPA as affecting only procedural and no substantive standards, pursuant to WAC 197-11-800(19); and

WHEREAS, the City Council considered this Ordinance during their regular meeting on August 11, 2014, Now, Therefore,

THE CITY COUNCIL OF THE CITY OF PACIFIC, WASHINGTON, ORDAINS AS FOLLOWS:

Section 1. Chapter 20.82 of the Pacific Municipal Code is hereby repealed.

Section 2. A new Chapter 20.82 is hereby added to the Pacific Municipal Code, which shall read as follows:

**Chapter 20.82  
ENFORCEMENT**

Sections:

- 20.82.001 Intent.**
- 20.82.002 Violations.**
- 20.82.003 Responsibility to Enforce.**
- 20.82.004 Investigation and Notice of Violation.**
- 20.82.005 Time to Comply.**
- 20.82.006 Stop Work Order.**
- 20.82.007 Emergency Order**
- 20.82.008 Appeals.**
- 20.82.009 Appeal Hearing.**
- 20.82.010 Civil Penalty.**
- 20.82.011 Criminal Penalties.**
- 20.82.012 Additional Relief.**
- 20.82.013 Penalties for Subdivision Violations.**

**20.82.001 Intent.** This chapter shall be enforced for the benefit of the health, safety and welfare of the general public, and not for the benefit of any particular person or class of persons. It is the intent of this chapter to place the obligation of complying with its requirements upon the owner, occupier or other person responsible for the condition of the land and buildings within the scope of the Zoning Code, Title 20 and the Subdivision Code, Title 19. No provision of, or any term used in this chapter, is intended to impose any duty to enforce, or any other duty upon the City or any of its officers or employees which would subject them to damages in a civil action.

**20.82.002 Violations.**

A. It is a violation of the Zoning Code, Title 20 and the Subdivision Code, Title 19, for any person to initiate, maintain or cause to be initiated or maintained, the use of any structure, land or property within the City, in a manner inconsistent with the underlying zone, or without first obtaining the permits or authorizations required for the use by the aforementioned codes.

B. It is a violation of the Zoning Code, Title 20 and the Subdivision Code, Title 19, for any person to use, construct, locate, demolish or cause to be used, constructed, located, or demolished any structure, land or property within the City, in any manner that is not permitted by the terms of any permit or authorization issued pursuant to the aforementioned Titles; provided, that the terms or conditions are explicitly stated on the permit or the approved plans.

C. In addition to the above, it is a violation of Titles 20 and 19 of the Pacific Municipal Code to:

1. Remove or deface any sign, notice, complaint or order required by or posted in accordance with the aforementioned Titles; and

2. To misrepresent any material fact in any application, plans or other information submitted to obtain any building or construction authorization.

**20.82.003 Responsibility to enforce.**

A. The Community Development Director shall have the responsibility to enforce this Chapter. The Director may call upon the police, fire, building, public works or other appropriate City departments to assist in enforcement. As used in this chapter, "Community Development Director" or "Director" shall also mean his or her duly authorized representative.

B. Upon presentation of proper credentials, the Director may, with the consent of the owner or occupier of a building or premises, or pursuant to a lawfully issued inspection warrant, enter at reasonable times any building or premises subject to the consent or warrant, in order to perform the responsibilities imposed by this Chapter.

**20.82.004 Investigation and Notice of Violation.**

A. Investigation. The Director is authorized to investigate any structure or use which he/she reasonably believes does not comply with the standards and requirements of the Zoning Code, Title 20 or the Subdivision Code, Title 19.

B. Notice of Correction. If, after investigation, the Director determines that the standards or requirements of the Zoning Code, Title 20, and the Subdivision Code, Title 19 or the provisions of this chapter have been violated, the Director may serve a Notice of Correction upon the owner, tenant or other person responsible for the condition using the service procedure set forth in subsection G herein. The Notice of Correction shall contain the following information:

1. The name and address of the person to whom it is directed;
2. The location and specific description of the violation;
3. A specific identification of each standard, code provision or requirement violated;
4. A specific description of the actions required to correct, remedy or avoid the violation or to comply with the standards, code provision or requirements, including but not limited to, replacement, repair, supplementation, re-vegetation or restoration;
5. The date by which compliance is required in order to avoid the imposition of monetary penalties. This date will be no less than 24 hours from the date and time that the notice is posed on the property or no less than three business days from the date that the Notice of Correction is placed in the U.S. Mail addressed to the person identified in subsection (B)(1) above; and
6. A statement that failure to comply with the Notice of Correction may result in further enforcement actions, including the issuance of a Notice of Violation, civil fines and criminal penalties.

C. Notice of Violation. After issuance of the Notice of Correction and expiration of the deadline established therein, the Director shall investigate to determine whether a violation still exists. If so, the Director may serve a Notice of Violation upon the owner, tenant or other person responsible for the condition of the property, using the service procedure set forth in subsection G herein. The Notice of Violation shall contain the following information:

1. The name and address of the person to whom it is directed;
2. The location and specific description of the violation;
3. A statement that the Notice (or Order, in the case of a Stop Work or Emergency Order) is effective immediately upon posting at the site and/or receipt by the person to whom it is directed;
4. The Notice of Violation may include or reference a Stop Work Order or Emergency Order requiring that the violation immediately cease, or that the potential violation be avoided;
5. The Notice of Violation may include or reference a Stop Work or Emergency Order requiring that the person cease all work on the premises until correction and/or remediation of the violation as specified in the Order;
6. A specific identification of each standard, code provision or requirement violated;
7. A specific description of the actions required to correct, remedy or avoid the violation or to comply with the standards, code provision or requirements, including but not limited to, replacement, repair, supplementation, re-vegetation or restoration;
8. A reasonable time for compliance;
9. A statement that the violation may result in the imposition of penalties, and if the violation is not already subject to criminal prosecution, that any subsequent violations may result in criminal prosecution as provided in Section 20.82.011 (or 20.82.013 for subdivision violations);
10. A statement that failure to comply with the Notice of Violation may result in further enforcement actions, including issuance of additional Notices of Violation, civil fines and criminal penalties; and
11. A statement that the Notice of Violation represents a determination that a violation has been committed by the person named in the Notice of Violation, and that the determination shall be final unless appealed as provided in Section 20.82.008, and that the appeal must be timely filed under the procedures set forth in 20.82.008(E) (within 15 calendar days of service of the Notice of Violation).

D. Each Day a Separate Violation. Each day a person or entity fails to comply with the code provision cited in the Notice of Violation may be considered a separate violation for which a penalty may be imposed. However, no additional penalty for a continuing violation may

be assessed without the provision of an additional Notice of Violation and an opportunity for an appeal.

E. Service. The Notice of Violation shall be served on the owner, tenant or other person responsible for the condition in the manner set forth in RCW 4.28.080 for service of a summons, or personally, as set forth in RCW 4.28.080(15). In lieu of service under RCW 4.28.080(15), where the person cannot with reasonable diligence be served as described, the Notice of Violation may be served as provided in RCW 4.28.080(16).

F. Posting. A copy of the Notice of Violation shall be posted at a conspicuous place on the property, unless posting the notice is not physically possible.

G. Other Actions May Be Taken. Nothing in this chapter shall be deemed to limit or preclude any action or proceeding pursuant to Sections 20.82.006 (Stop Work Order), 20.82.007 (Emergency Order), 20.82.010 (Civil Penalty), 20.82.011 (Criminal Penalties), 20.82.012 (Additional Relief), or 20.82.013 (Subdivision Violations).

H. Additional Notice to Others. The Director may mail, or cause to be delivered to all residential and/or nonresidential rental units in the structure, or post at a conspicuous place on the property, a notice which informs each recipient or resident about the Notice of Violation, Stop Work Order or Emergency Order and the applicable requirements and procedures.

I. Recording. A copy of the Notice of Violation may be filed with the County Auditor when the responsible party fails to correct the violation and no appeal is filed, or the Director requests that the City Attorney take appropriate enforcement action. The Director may choose not to file a copy of the Notice or Order if the Notice or Order is directed only to a responsible person other than the owner of the property.

J. Amendment. A Notice or Order may be amended at any time in order to:

1. Correct clerical errors; or
2. Cite additional authority for a stated violation.

**20.82.005 Time to comply.** When calculating a reasonable time for compliance in the Notice of Correction or Notice of Violation, the Director shall consider the following criteria:

- A. The type and degree of violation cited in the Notice;
- B. The stated intent, if any, of a responsible party to take steps to comply;
- C. The procedural requirements for obtaining a permit to carry out corrective action;
- D. The complexity of the corrective action, including seasonal considerations, construction requirements and the legal prerogatives of landlords and tenants; and
- E. Any other circumstances beyond the control of the responsible party.

**20.82.006 Stop Work Order.**

A. Whenever a continuing violation of Titles 20 or 19 will materially impair the Director’s ability to secure compliance, or when the continuing violation threatens the health or safety of the public, the Director has the authority to issue a Stop Work Order prohibiting any work or other activity at the site. The Stop Work Order shall be in writing and served upon persons engaged in doing such work or causing such work to be done. The Stop Work Order shall be immediately posted on the property. Failure to comply with a Stop Work Order shall constitute a violation of this chapter.

B. The Stop Work Order shall include the information in Section 20.82.004(B)(1) through (6). In addition, the Stop Work Order shall include a statement that the person to whom the Stop Work Order is directed or the property owner may file an appeal and request an expedited hearing with the Hearing Examiner within seven (7) business days after service of the Stop Work Order. If no appeal is filed and compliance is not achieved within the compliance date, the Director may ask the City Attorney to seek additional relief under Section 20.82.012 and/or the Director may file a Notice of Violation for the violation pursuant to 20.82.004, seeking compliance and describing penalties.

C. Expedited appeal. The Hearing Examiner shall hold the expedited appeal hearing on a Stop Work Order according to the applicable procedures in Section 20.82.009. If the Hearing Examiner finds that a violation has occurred which has not been corrected by the deadline established for compliance, the Director may ask the City Attorney to seek additional relief under Section 20.82.012 and/or the Director may issue a Notice of Violation for the violation pursuant to 20.82.004, describing penalties.

**20.82.007 Emergency order.**

A. Whenever any use or activity in violation of Title 20 or Title 19 threatens the health and safety of the occupants of the premises or any member of the public, the Director has the authority to issue an Emergency Order directing that the use or activity be discontinued and the condition causing the threat to the public health and safety be corrected. The Emergency Order shall be immediately posted on the property and served on the person(s) responsible. Failure to comply with an Emergency Order shall constitute a violation of this Chapter.

B. The Emergency Order shall include all of the information in Section 20.82.004(B)(1) through (6). In addition, the Emergency Order shall include a statement that the person to whom the Emergency Order is directed may file an appeal and request an expedited hearing with the Hearing Examiner within seven (7) business days after service or posting of the Emergency Order. If no appeal is filed and compliance is not achieved, the Director may ask the City Attorney to seek additional relief under Section 20.82.012 and/or the Director may issue a Notice of Violation pursuant to 20.82.004, seeking compliance and penalties.

C. Expedited appeal. The Hearing Examiner shall hold the expedited appeal hearing on an Emergency Order according to the applicable procedures in 20.82.009. If the Hearing Examiner finds that the violation described in the Emergency Order occurred or exists, any condition described in the Emergency Order which is not corrected within the time specified is hereby declared to be a public nuisance and the Director may ask that the City Attorney take

action to obtain a warrant of abatement for the property in Superior Court. The owner or person responsible (or both) shall be responsible for the costs associated with the abatement, in the manner provided by law.

**20.82.008 Appeals and Mediation.**

A. No appeal of a Notice of Violation citing criminal penalties. There is no administrative appeal of a Notice of Violation issued pursuant to 20.82.004 for violations which would subject the violator to criminal prosecution and/or the imposition of criminal penalties. A Notice of Violation or citation for a violation that subjects the violator to criminal penalties is enforced in municipal court.

B. Expedited Appeal Hearings on Stop Work and Emergency Orders. An expedited public hearing shall be held by the Hearing Examiner, according to the procedures in this Section, on an appeal of a Stop Work or Emergency Order, regardless of whether the violations described in the Stop Work Order or Emergency Order would eventually subject the violator to civil or criminal prosecution and/or the imposition of civil or criminal penalties. The expedited appeal hearing shall be for the sole purpose of determining whether the Stop Work or Emergency Order was correctly issued and/or whether a violation occurred.

C. Appeal Hearings on Notices of Violations Citing Civil Penalties. Unless an appeal of a Notice of Violation is filed with the Director in accordance with this Section, or an appeal involving an expedited hearing is filed, the Notice of Violation shall become the Final Order of the Director. The Final Order, including the collection of penalties, may be enforced by the City Attorney in Superior Court.

D. Standing to file appeal.

1. *Notice of Violation.* Only parties of record have standing to file an appeal of a Notice of Violation. Parties of record are defined to mean:

- a. The property owner or the person responsible for the condition of the property;
- b. Any person who can demonstrate that he/she is aggrieved by the decision; and
- c. The City Council.

2. *Stop Work Order and Emergency Order.* Only the property owner or the person responsible for the condition of the property may request an expedited appeal hearing for a Stop Work Order or Emergency order.

E. Time to file appeal.

1. Notice of Violation under 20.82.004. The party of record must file an appeal with the Director within fifteen (15) business days of service of the Notice of Violation.

2. Stop Work or Emergency Orders under 20.82.006 or 20.82.007. The property owner or the person responsible for the condition of the property may request an expedited appeal hearing within seven (7) business days after service of the Stop Work or Emergency Order.

3. Computing deadline for filing appeal. For purposes of computing the time for filing an appeal, the day the decision issued shall not be counted. If the last day of the deadline for filing the appeal is a Saturday, Sunday or holiday designated by RCW 1.16.050 or city ordinance, then the appeal must be filed on the next business day. Appeals shall be delivered to the Director by mail, by personal delivery or by fax before 5:00 p.m. on the last business day of the appeal period. Appeals received by mail after 5:00 p.m. on the last day of the appeal period will not be accepted, no matter when such appeals were mailed or postmarked.

E. Content of appeal. Appeals shall be in writing, be accompanied by the required appeal fee, and contain the following information:

1. Appellant's name, address and phone number;
2. A statement describing appellant's standing to appeal;
3. Appellant's statement of grounds for appeal and the facts upon which the appeal is based with specific references to the facts in the record;
4. The specific relief sought;
5. A statement that the appellant has read the appeal and believe the contents to be true, followed by the appellant's signature.

F. Effect. The timely filing of an appeal shall stay any enforcement action based on a Stop Work Order, Emergency Order or Notice of Violation until the Hearing Examiner's decision issues unless the Director finds that the violation causes an immediate threat to public health or safety.

G. Mediation. After an appeal is filed, either party (the appellant or the City) may contact the other party to request mediation. If mediation is desired by both parties, and they are in agreement on all mediation issues (whether a mediator will be hired to mediate the dispute, who will pay the cost of the mediator, when mediation will take place, where mediation will occur, etc.) scheduling of the appeal hearing shall be held in abeyance. The appellant's willful or negligent failure to appear at the mediation will terminate the mediation procedure, and the City will proceed to schedule the appeal hearing.

### **20.82.009 Appeal Hearing.**

A. The public hearing on an appeal shall include the following elements and be conducted as follows:

1. The Hearing Examiner shall set the time and place of the hearing, and arrange for notice of the public hearing to be provided, except in cases involving an expedited

hearing. For expedited hearings, notice of the hearing shall be provided to the appellant and every reasonable effort shall be made to schedule the hearing within one week after receipt of the appeal.

2. A party to the appeal may participate personally or by an attorney.

4. The Hearing Examiner shall, at the appropriate stage in the proceeding, give all parties full opportunity to submit and respond to motions and file briefs and objections.

5. If the person requesting the hearing fails to attend or participate in the hearing (other than filing the timely request for an appeal hearing as provided in this chapter), the Hearing Examiner may issue a default order of dismissal.

6. To the extent necessary for full disclosure of all relevant facts and issues, the Hearing Examiner shall afford to all parties the opportunity to respond, present evidence and argument, conduct cross-examination and submit rebuttal evidence.

7. The Hearing Examiner shall cause the hearing to be recorded by a method chosen by the City, which shall allow preparation of a verbatim transcript.

8. The hearing shall be open to public observation.

9. All testimony of parties and witnesses shall be made under oath or affirmation.

10. Ex parte communications shall be addressed as set forth in chapter 42.36 RCW.

11. The scope and standard of review shall be de novo. The City shall have the initial burden of proof in cases involving notices of violation, stop work orders, emergency orders or penalties, to demonstrate by a preponderance of the evidence the existence of a violation or that the legal standard for imposing the penalty has been met. The Examiner shall grant substantial weight or otherwise accord deference whenever directed by ordinance or statute.

12. After the conclusion of the public hearing, the Hearing Examiner may allow the parties a designated time for the submission of memos, briefs or proposed findings, as long as the Hearing Examiner can still issue his/her final decision according to any applicable deadline established by this chapter.

13. At or after the appeal hearing on a Notice of Violation, the Hearing Examiner may:

(a) Sustain the notice of violation;

(b) Withdraw the notice of violation;

(c) Continue the review to a date certain for receipt of additional information;

(d) Modify the notice of violation, which may include an extension of the compliance date.

D. Except with regard to expedited hearings, the Hearing Examiner shall issue written findings of fact and conclusions of law within 10 business days of the date of the completion of the hearing and shall cause the same to be mailed by regular first class mail to the person(s) named on the notice of violation, mailed to the complainant, if possible. A copy of the final decision may be recorded against the property in the County Auditor's office. The decision on expedited hearings shall issue within five (5) business days after the completion of the hearing.

E. The decision of the Hearing Examiner shall be final on a Notice of Violation, and no further administrative appeal may be filed. In order to appeal the decision of the Hearing Examiner on a Notice of Violation, a person with standing to appeal must file an appeal of the decision to superior court as provided under Chapter 36.70C RCW within the deadline set forth in RCW 36.70C.040. Following a finding of the Hearing Examiner of the existence of a violation at the appeal hearing, continuing penalties may be imposed by the provision of additional Notices of Violation and an opportunity for an appeal hearing. No additional penalty for a continuing violation may be imposed without the provision of additional Notices and opportunity for a hearing.

#### **20.82.010 Civil Penalty.**

A. In addition to any other sanction or remedial procedure which may be available, any person violating or failing to comply with any of the provisions of this chapter relating to the Zoning Code (Title 20), shall be subject to a penalty in the amount of two hundred fifty dollars (\$250.00).

B. The penalty imposed by this section shall be collected by civil action brought in the name of the City. The Director shall notify the City Attorney in writing of the name of any person subject to the penalty, and the City Attorney shall, with the assistance of the Director, take appropriate action to collect the penalty. Each day of noncompliance with any of the provisions of the Zoning Code (Title 20) shall constitute a separate offense.

C. The violator may show as full or partial mitigation of liability:

1. That the violation giving rise to the action was caused by the willful act, or neglect, or abuse of another; or

2. That correction of the violation was commenced promptly upon receipt of the notice thereof, but that full compliance within the time specified was prevented by inability to obtain necessary materials or labor, inability to gain access to the subject structure, or other condition or circumstance beyond the control of the defendant.

#### **20.82.011 Criminal penalties.**

A. Any person violating or failing to comply with any of the provisions of this chapter or the Zoning Code (Title 20) who has had a judgment entered against him or her pursuant to 20.82.010 or 20.82.011 for the same violation within the past five years shall be

subject to criminal prosecution and upon conviction of a subsequent violation shall be fined in a sum not exceeding five thousand dollars (\$5,000) or be imprisoned for a term not exceeding one year or be both fined and imprisoned. Each day of noncompliance with any of the provisions of this chapter or the Zoning Code, Title 20, shall constitute a separate offense.

B. The above criminal penalty may also be imposed:

1. For any other violation of the Zoning Code, Title 20, for which corrective action is not possible; and

2. For any willful, intentional, or bad faith failure or refusal to comply with the standards or requirements of the Zoning Code, Title 20.

**20.82.012 Additional relief.**

The Director may seek legal or equitable relief to enjoin any acts or practices and abate any condition which constitutes or will constitute a violation of the Zoning Code, Title 20 or Title \_\_\_, the Subdivision Code, when civil or criminal penalties are inadequate to effect compliance.

**20.82.013 Penalties for Subdivision Violations.**

A. Any person, firm, corporation or association or any agency or any person, firm, corporation or association who violates any provision of Subdivisions, Title 19, relating to the sale, offer for sale, lease or transfer of any lot, tract, or parcel of land, shall be guilty of a gross misdemeanor and each sale, offer for sale, lease or transfer of each separate lot, tract or parcel of land in violation of any provision of Subdivisions, Title 19, shall be deemed a separate and distinct offense and subject to a separate citation. Continuing fines may be imposed by the provision of additional Notice of Violations and an opportunity for hearing. No additional fine for a continuing violation may be imposed without the provision of notice and the opportunity for hearing.

B. Whenever land within a subdivision granted final approval is used in a manner or for a purpose which violates any provision of Subdivisions, Title 19, or any condition of plat approval prescribed for the plat by the city, the City Attorney may commence an action to restrain and enjoin such use and compel compliance with the provisions of Subdivisions, Title 19, or with such terms and conditions. The costs of such action shall be taxed against the violator.

Section 3. Publication. This Ordinance shall be published by an approved summary consisting of the title.

Section 4. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be unconstitutional by a court of competent jurisdiction, such invalidity or

unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 5. Effective Date. This Ordinance shall become effective within five days after publication as provided by law.

ADOPTED by the City Council of the City of Pacific, signed by the Mayor and attested by the City Clerk in authentication of such passage on this 11<sup>th</sup> day of August, 2014.

\_\_\_\_\_  
Leanne Guier, Mayor

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Amy Stevenson-Ness, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Carol Morris, City Attorney

FILED WITH THE CITY CLERK: 08/01/14  
PASSED BY THE CITY COUNCIL: 08/xx/14  
PUBLISHED:     
EFFECTIVE DATE:  
ORDINANCE NO:   2014-1868



**Agenda Bill No. 14-144**

**TO:** Mayor Guier and City Council Members

**FROM:** Richard Gould, City Administrator

**MEETING DATE:** August 25, 2014

**SUBJECT:** Waste Management Contract Extension

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**ATTACHMENTS:** Franchise Agreement Extension Ordinance No. 2014-1870  
Third Amendment to Franchise Agreement  
Pacific Contract Options

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**Previous Council Review Date:** August 18, 2014

**Summary:** The current agreement with Waste Management expires on August 28, 2014. The city intends to negotiate a new franchise agreement with Waste Management that will start on July 1, 2015. In order to allow time for the City and Waste Management to negotiate a new agreement, an extension to the franchise agreement is suggested for August 28, 2014 through June 30, 2015.

**Recommendation/Action:** Enter into the amendment to the franchise agreement with Waste Management to ensure uninterrupted service.

**Motion for Consideration:** "I move to adopt Ordinance 2014-1870 authorizing the mayor to enter into an amendment of the franchise agreement with Waste Management of Washington, Inc. for solid waste collection services to extend the agreement from August 28, 2014 through June 30, 2015 to allow for a new franchise agreement to be negotiated."

**Budget Impact:**

**Alternatives:**

**AGENDA ITEM NO. 6B**

**CITY OF PACIFIC  
WASHINGTON**

**ORDINANCE NO. 2014-1870**

**AN ORDINANCE OF THE CITY OF PACIFIC, WASHINGTON,  
AUTHORIZING THE MAYOR TO ENTER INTO THE THIRD  
AMENDMENT OF THE FRANCHISE AGREEMENT WITH WASTE  
MANAGEMENT OF WASHINGTON, INC. FOR SOLID WASTE  
COLLECTION SERVICES TO EXTEND THE FRANCHISE UNTIL JUNE  
30, 2015.**

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**WHEREAS**, in 2007 the City entered into a Franchise with Waste Management for collection and disposal of solid wastes, collected within the King County portion of the City of Pacific (the "Franchise Agreement") and the City extended the Agreement by letter dated March 5, 2012 until August 28, 2014; and

**WHEREAS**, the City intends to negotiate a new Franchise Agreement with Waste Management of Washington, Inc. to commence on July 1, 2015; and

**WHEREAS**, to allow sufficient time for the City and Waste Management of Washington, Inc. to negotiate a new Franchise Agreement, it is in the best interests of the citizens of Pacific to amend and extend the current Franchise Agreement to ensure uninterrupted solid waste collection services for the period from August 28, 2014 through June 30, 2015;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PACIFIC,  
WASHINGTON, DOES ORDAIN AS FOLLOWS:**

Section 1. The Pacific City Council hereby authorizes the Mayor to enter into the Third Amendment to the Franchise Agreement with Waste Management of Washington, Inc. (which is attached as Exhibit A) for collection and disposal services of solid wastes for the King County portion of the City of Pacific.

Section 2. This Ordinance shall be published in the official newspaper of the City of Pacific and shall take effect and be in full force five days after the date of publication.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE  
\_\_\_\_ TH DAY OF AUGUST, 2014.

**CITY OF PACIFIC**

By: \_\_\_\_\_

Name: Leanne Guier, Mayor

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Amy Stevenson-Ness, City Clerk

Approved as to form:

---

Carol Morris, City Attorney

**THIRD AMENDMENT TO FRANCHISE AGREEMENT  
BETWEEN THE CITY OF PACIFIC  
AND  
WASTE MANAGEMENT OF WASHINGTON, INC.**

This AMENDMENT TO FRANCHISE AGREEMENT (“Amendment”) is made and entered into by and between the City of Pacific, a Washington municipal corporation (“Franchisor”) and Waste Management of Washington, Inc. dba Waste Management South Sound (“Franchisee”). Franchisor and Franchisee may be collectively referred to herein as the “Parties” and individually as a “Party”, unless specifically identified otherwise. This Agreement shall be effective upon the Effective Date as defined below.

**RECITALS**

**WHEREAS** in 2007, the Parties entered into the *Franchise Agreement Between The City of Pacific and Waste Management of Washington, Inc.* (the “Franchise”) for the for the collection, transportation, and disposal of Solid Waste, Recyclables, and Compostables within the portions of the City of Pacific located in King County, Washington;

**WHEREAS** by letter dated March 5, 2012, Franchisor requested, and Franchisee agreed to, a two-year extension of the Franchise for the period August 28, 2012 until August 28, 2014; and

**WHEREAS** the Parties wish to further extend the Franchise until June 30, 2015 in order to allow sufficient time for the Parties to negotiate a new franchise agreement for the collection of solid waste, recyclables, and compostables within the entire city limits of the City of Pacific, including those portions of the City located within King County and Pierce County;

**TERMS AND CONDITIONS**

**NOW, THEREFORE**, in consideration of the mutual covenants and promises contained herein, the Parties mutually agree, represent, and warrant as follows:

1. **Extension of Franchise.** Section 3 of the Franchise is revised in its entirety to read as follows:

*3. Term of Agreement. The term of this Agreement shall commence on the Effective Date and, unless sooner terminated in accordance with the provisions of this Agreement, and shall expire on June 30, 2015, unless the Parties mutually agree in writing to extend the term of the Agreement.*

2. **Other Terms Unaffected.** Except as expressly provided herein, all other terms and conditions of the Franchise shall remain in full force and effect.

3. **Effective Date.** The Effective Date of this Amendment shall be August 28, 2014.

\* \* \*

**IN WITNESS WHEREOF**, the Parties enter into this Agreement. Each person signing this Agreement represents and warrants that he or she has been duly authorized to enter into this Agreement by the Party on whose behalf it is indicated that the person is signing.

**CITY OF PACIFIC**

By: \_\_\_\_\_  
Name: Mayor Leanne Guier  
Date: \_\_\_\_\_

**ATTEST/AUTHENTICATED:**

\_\_\_\_\_  
Amy Stevenson-Ness, City Clerk

**Approved as to form:**

\_\_\_\_\_  
Carol Morris, City Attorney

**WASTE MANAGEMENT OF  
WASHINGTON, INC.**

By: \_\_\_\_\_  
Name: Jason Rose  
Title: President  
Date: \_\_\_\_\_



**Agenda Bill No. 14-145**

**TO:** Mayor Guier and City Council Members

**FROM:** Richard Gould, City Administrator

**MEETING DATE:** August 25, 2014

**SUBJECT:** Murrey's Disposal Contract Extension

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**ATTACHMENTS:** **Franchise Agreement Extension Ordinance No. 2014-1871**  
**Second Amendment to Franchise Agreement**

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**Previous Council Review Date:** **August 18, 2014 Workshop**

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**Summary:** The current agreement with Murrey's Disposal expires on August 28, 2014. The city intends to negotiate a new franchise agreement with Waste Management that will start on July 1, 2015. In order to allow time for the City and Waste Management to negotiate a new agreement, an extension to the franchise agreement for solid waste collection in the Pierce County portion of the city is suggested for August 28, 2014 through June 30, 2015.

**Recommendation/Action:** Enter into the amendment to the franchise agreement with Murrey's Disposal to ensure uninterrupted service.

**Motion for Consideration:** "I move to adopt Ordinance 2014-1871 authorizing the mayor to enter into an amendment of the franchise agreement with Murrey's Disposal for solid waste collection services."

**Budget Impact:**

**Alternatives:**



CITY OF PACIFIC  
WASHINGTON

ORDINANCE NO. 2014-1871

**AN ORDINANCE OF THE CITY OF PACIFIC, WASHINGTON, AUTHORIZING THE MAYOR TO ENTER INTO AMENDMENT NO. 2 TO THE FRANCHISE AGREEMENT DATED NOVEMBER 6, 2007 WITH MURREY'S DISPOSAL COMPANY, INC. FOR SOLID WASTE AND RECYCLABLES COLLECTION SERVICES, EXTENDING THE FRANCHISE UNTIL JUNE 30, 2015.**

**WHEREAS**, the franchise agreement with Murrey's Disposal Company, Inc. ("Murrey's Disposal") for collection and disposal of solid wastes collected within the Pierce County portion of the City of Pacific (the "City"), dated November 6, 2007, (the "Franchise Agreement") as extended by that certain Amendment No. 1 to Franchise Agreement for Collection of Solid Waste and Recyclables Within Annexed Areas in the City of Pacific dated May 22, 2012 (the "Franchise Amendment No. 1"), expires August 28, 2014; and

**WHEREAS**, the City intends to negotiate a new Franchise Agreement with Murrey's Disposal to commence July 1, 2015; and

**WHEREAS**, to allow sufficient time for the City and Murrey's Disposal to negotiate a new Franchise Agreement, it is in the best interests of the citizens of the City to amend and extend the Franchise Agreement to ensure uninterrupted solid waste and recyclables collection services for the period from August 28, 2014 through June 30, 2015.

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF PACIFIC, WASHINGTON, DOES ORDAIN AS FOLLOWS:**

Section 1. The Pacific City Council hereby authorized the Mayor to enter into Amendment No. 2 to the Franchise Agreement with Murrey's Disposal (which is attached as Exhibit A) for collection and disposal services of solid wastes and recyclables for the Pierce County portion of the City of Pacific, to extend the Franchise Agreement until June 30, 2015.

Section 2. This Ordinance shall be published in the official newspaper of the City of Pacific and shall take effect and be in full force five days after the date of publication.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE \_\_\_\_ DAY OF AUGUST, 2014.

CITY OF PACIFIC

By: \_\_\_\_\_  
Name: Leanne Guier, Mayor

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Amy Stevenson-Ness, City Clerk

Approved as to form:

\_\_\_\_\_  
Carol Morris, City Attorney



**AMENDMENT NO. 2**  
**TO**  
**FRANCHISE AGREEMENT FOR COLLECTION OF SOLID WASTE AND**  
**RECYCLABLES WITHIN ANNEXED AREAS IN THE CITY OF PACIFIC**

This AMENDMENT TO FRNACHISE AGREEMENT (“Amendment”) is made and entered into by and between the City of Pacific, a Washington municipal corporation (“Franchisor”) and Murrey’s Disposal Company, Inc., a Washington corporation (“Franchisee”). Franchisor and Franchisee may be collectively referred to herein as the “Parties” and individually as a “Party”, unless specifically identified otherwise. This Amendment shall be effective upon the Effective Date as defined below.

**RECITALS**

**WHEREAS**, on November 6, 2007, the Parties entered into the *Franchise Agreement for Collection of Solid Waste and Recyclables Within Annexed Areas in the City of Pacific* (the “Franchise”) for the collection, transportation, and disposal of Solid Waste and Recyclables within the portions of the City of Pacific located in Pierce County, Washington; and

**WHEREAS**, by that certain *Amendment No. 1 to Franchise Agreement for Collection of Solid Waste and Recyclables Within Annexed Areas in the City of Pacific*, dated May 22, 2012, Franchisor requested, and Franchisee agreed to, a two year extension of the Franchise for the period of August 28, 2012 through August 28, 2014; and

**WHEREAS**, the Parties wish to further extend the Franchise until June 30, 2015 in order to allow sufficient time for the Parties to negotiate a new franchise agreement for the collection of solid waste, recyclables and compostables within the entire city limits of the City of Pacific, including those portions of the City located within King County and Pierce County.

**TERMS AND CONDITIONS**

**NOW, THEREFORE**, in consideration of the mutual covenants and promises contained herein, the Parties mutually agree, represent and warrant as follows:

1. **Extension of Franchise.** Section 3 of the Franchise is revised in its entirety to read as follows:

3. *Term of Agreement. The term of this Agreement shall commence on the Effective Date and, unless sooner terminated in accordance with the provisions of this Agreement, and shall expire on June 30, 2015, unless the Parties mutually agree in writing to extend the term of the Agreement.*

2. **Other Terms Unaffected.** Except as expressly provided herein, all other terms and conditions of the Franchise shall remain in full force and effect.

3. **Effective Date.** The Effective Date of this Amendment shall be August 28, 2014.

\* \* \*

IN WITNESS WHEREOF, the Parties enter into this Amendment. Each person signing this Agreement represents and warrants that he or she has been duly authorized to enter into this Amendment by the Party on whose behalf it is indicated that the person is signing.

**CITY OF PACIFIC**

**By:** \_\_\_\_\_  
**Name:** Leanne Guier, Mayor  
**Date:** \_\_\_\_\_

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Amy Stevenson-Ness, City Clerk

Approved as to form:

\_\_\_\_\_  
Carol Morris, City Attorney

**MURREY'S DISPOSAL COMPANY, INC.**

**By:** \_\_\_\_\_  
**Name:** \_\_\_\_\_  
**Title:** \_\_\_\_\_  
**Date:** \_\_\_\_\_



**AGENDA BILL 14-148**

**TO:** City Council Members  
**FROM:** Mayor Guier  
**MEETING DATE:** August 25, 2014  
**SUBJECT:** Confirmation of the Mayor's appointment of a Community Development Manager

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**ATTACHMENTS:**

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**Previous Council Review Date:** N/A

**Summary:** The position of Community Development Manager was posted at City Hall and advertised in the paper of record (Auburn Reporter), posted on the city's website, and on the AWC JobNet website for three weeks. The closing date for accepting applications was July 11, 2014.

Mr. Jack Dodge has skill and knowledge required to successfully lead the Community Development Department, having been in the planning role for over 30 years and well as 24 years of management experience.

**Recommendation/Action:** Recommend the confirmation of the Mayor's appointment of Jack Dodge as the City of Pacific Community Development Manager.

**Motion for Consideration:** I move to confirm the Mayor's appointment of Jack Dodge as the City of Pacific Community Development Manager.

**Budget Impact:**

**Alternatives:**



Jack A. Dodge

[REDACTED]  
Pacific, WA 98047  
[REDACTED]  
[REDACTED]

RECEIVED  
CITY OF PACIFIC

JUL 11 2014

CITY CLERK  
PERSONNEL MANAGER

July 11, 2014

Amy Stevenson-Ness  
City Clerk/Personnel Manager  
City of Pacific  
100 3<sup>rd</sup> Ave SE  
Pacific, WA 98047

Dear Ms. Stevenson-Ness:

This letter is to express my interest in the "Community Development Manager" position. I believe with my wide range of planning experience, I could be a valuable member of the City's management team. In over 30 years of planning experience, 24 years have been in the management role.

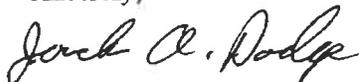
In my career I have obtained an extensive knowledge of the State's, SEPA, Shoreline, and Subdivision requirements, as well as the requirements of the Growth Management Act (GMA). This experience includes authoring three (3) subarea comprehensive plans, one shoreline master program, processing annexations, writing EIS's and conducting countless environmental evaluations and reviews on projects, both big and small. These projects ranged from complex "Development Agreements" to simple short plats.

I have personally written or have revised many Zoning, Subdivision, SEPA, and Shoreline codes for a variety of jurisdictions. Each of these jurisdictions had their own unique needs.

I have given countless public presentations to City Councils, Council Committees, Planning Commissions, Hearing Examiners, Boards of Adjustments, and Citizen Groups. These presentations included a wide range of subjects, including development projects, the adoption of "Sensitive Areas" regulations, Shoreline Master Program policies and regulations, comprehensive planning efforts, and the adoption of new codes and code revisions.

In closing, I have resided in Pacific for the past 24 years, served as a Planning Commissioner and was an elected City Councilperson for 14 years. I believe this provides me a unique perspective of the needs of the City of Pacific and hope this perspective will enhance Pacific's quality of life.

Sincerely,



Jack A. Dodge



# City of Pacific

100 3<sup>rd</sup> Avenue SE  
Pacific WA 98047  
(253) 929-1100

## EMPLOYMENT APPLICATION

### AN EQUAL OPPORTUNITY EMPLOYER

It is our policy to comply fully with all federal, state and local equal employment opportunity laws. This organization provides equal employment and advancement opportunities for all persons regardless of race, creed, sex, national origin, age, religion, disability, marital status, sexual orientation or any other classification protected by law.

Employees of this organization are selected in order to accomplish the legal and operational duties established by statute and by the policy choices of the organization's elected officials. Each employee is expected to conduct him / herself in a manner which reflects favorably upon the organization and recognize that our employees are subject to additional public scrutiny in their public and personal lives.

PLEASE PRINT IN INK

NAME (As it appears on Social Security Card / Work Permit Card)		Dodge <small>Last</small>		Jack <small>First</small>		A <small>M.I.</small>	
SOCIAL SECURITY NUMBER		[REDACTED]					
ADDRESS		[REDACTED]					
CITY, STATE, ZIP		Pacific, WA 98047					
HOME TELEPHONE		MESSAGE CONTACT		Lisa Dodge <small>Name</small>		[REDACTED] <small>Area Code Number</small>	
DAYTIME TELEPHONE		[REDACTED]		ARE YOU AT LEAST 18 YEARS OLD? <input type="checkbox"/> YES <input type="checkbox"/> NO			
OTHER NAMES YOU HAVE USED:		NONE					
POSITION APPLIED FOR:		Community Development Manager		SALARY REQUIREMENTS:		\$ 6,500.00 MON	
REFERRED FOR THIS POSITION BY:		_____		DATE AVAILABLE:		As Needed	
HAVE YOU EVER BEEN EMPLOYED BY THIS ORGANIZATION? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES WHEN?				DEPARTMENT:			
SUPERVISOR:				REASON FOR LEAVING:			
HAVE YOU EVER BEEN CONVICTED OF A FELONY? A CONVICTION WILL NOT NECESSARILY DISQUALIFY AN APPLICANT FROM EMPLOYMENT <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES If Yes, Give location, date, charge and disposition of case(s) on a separate page		IF APPLYING FOR A POSITION WHICH REQUIRES DRIVING A VEHICLE, PLEASE PROVIDE THE FOLLOWING INFORMATION: I HAVE A VALID DRIVER'S LICENSE <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO [REDACTED] STATE WA		CAN YOU, IF HIRED, SUBMIT VERIFICATION OF YOUR LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			

## U.S. MILITARY SERVICE

If you have served in the U.S. Military, please provide the following information:

\_\_\_\_\_ Branch of Service

From: \_\_\_\_\_ To: \_\_\_\_\_  
Dates Served Type of Discharge

### EDUCATION / SKILLS

EDUCATIONAL LEVEL	NAME	CITY	STATE	CIRCLE YRS. COMPLETED	UNITS COMPLETED	DEGREE	MAJOR
HIGH SCHOOL	<i>Thomas Jefferson Federal WAF, WA</i>			9 10 11 <input checked="" type="radio"/> 12		✓	
COMMUNITY or JUNIOR COLL				1 2			
				1 2			
BUSINESS or TRADE SCHOOL				1 2			
COLLEGE or UNIVERSITY	<i>University of Washington</i>			1 2 3 <input checked="" type="radio"/> 4		<i>B.A.</i>	<i>Environmental Geography</i>
				1 2 3 4			
				1 2 3 4			
GRADUATE SCHOOL							

### COMPUTER SOFTWARE SKILLS

COMPUTER SOFTWARE	Name of Software	Your Proficiency With The Software		
Word Processing	<i>MS Word</i>	<input checked="" type="checkbox"/> Skilled	<input type="checkbox"/> Competent	<input type="checkbox"/> Familiar
Spreadsheet	<i>MS Excel</i>	<input type="checkbox"/> Skilled	<input checked="" type="checkbox"/> Competent	<input type="checkbox"/> Familiar
Database	<i>MS Access</i>	<input type="checkbox"/> Skilled	<input type="checkbox"/> Competent	<input checked="" type="checkbox"/> Familiar
Other	<i>Permitting Software Are Used</i>	<input type="checkbox"/> Skilled	<input checked="" type="checkbox"/> Competent	<input type="checkbox"/> Familiar

### LICENSES / CERTIFICATIONS / ORGANIZATIONS

PROFESSIONAL LICENSES and CERTIFICATIONS (Job Related)	TYPES OF LICENSES and CERTIFICATES	DATE ISSUED	REGISTRATION NUMBER	STATE	EXPIRES MO / YR

PROFESSIONAL, SCHOLASTIC and OTHER ORGANIZATIONS (Job Related)	NAME	DATE	NAME	DATE

Exclude memberships that indicate your race, religion, color, national origin, ancestry, sex, age, disability or veteran status

### JOB RELATED TRAINING

NAME OF COURSE	YEAR COMPLETED	NAME OF COURSE	YEAR COMPLETED
<i>I.C.S (Incident Command System)</i>		<i>I.C.S 100, 200, 300 &amp; 700</i>	<i>1996 to 2010</i>
		<i>Planning Section Chief</i>	

## EMPLOYMENT HISTORY

THIS PORTION OF THE APPLICATION MUST BE COMPLETED EVEN IF SUPPLEMENTED BY A RESUME

LIST YOUR MOST RECENT EMPLOYER FIRST INCLUDING U.S. MILITARY SERVICE AND UNPAID OR VOLUNTEER WORK  
BASE SALARY DOES NOT INCLUDE OVERTIME, BONUSES OR COMMISSIONS.

FROM (Mo/Yr) 7/2011 TO (Mo/Yr) Present TOTAL 3 YRS 0 MOS. YOUR POSITION Senior Planner  
 EMPLOYER: City of Sequim YOUR SUPERVISOR Chris Hugo  
 ADDRESS: 152 W. Cedar ST., Sequim, WA 98382 PHONE [REDACTED]  
 TYPE OF BUSINESS Dept. of Community Dev. REASON FOR LEAVING Looking for position closer to home.  
 BASE SALARY 5,900 /<sub>START</sub> 15,900 /<sub>FINAL</sub>  MONTHLY  WEEKLY  HOURLY OTHER COMPENSATION, BONUSES \_\_\_\_\_  
 BRIEF DESCRIPTION OF YOUR DUTIES & RESPONSIBILITIES Review all new development proposals (See Attached Sheet)

FROM (Mo/Yr) 6-1990 TO (Mo/Yr) 7-2011 TOTAL 21 YRS 1 MOS. YOUR POSITION Principal Planner  
 EMPLOYER: City of Seaside YOUR SUPERVISOR Stephen Butler  
 ADDRESS: 4800 S. 188th St., Seaside WA 98188 PHONE [REDACTED]  
 TYPE OF BUSINESS Planning Dept. REASON FOR LEAVING Position Eliminated  
 BASE SALARY 6,500 /<sub>START</sub> 17,667 /<sub>FINAL</sub>  MONTHLY  WEEKLY  HOURLY OTHER COMPENSATION, BONUSES \_\_\_\_\_  
 BRIEF DESCRIPTION OF YOUR DUTIES & RESPONSIBILITIES Manager of Current Planning Div. (See Attached sheet)

FROM (Mo/Yr) 5-1987 TO (Mo/Yr) 6-1990 TOTAL 3 YRS 1 MOS. YOUR POSITION Planning Administrator  
 EMPLOYER: City of Bothell YOUR SUPERVISOR Gordon Erickson  
 ADDRESS: 18305 101st Ave NE, Bothell, WA 98011 PHONE [REDACTED]  
 TYPE OF BUSINESS Planning Dept REASON FOR LEAVING Left to work for Seaside  
 BASE SALARY 5,500 /<sub>START</sub> 16,100 /<sub>FINAL</sub>  MONTHLY  WEEKLY  HOURLY OTHER COMPENSATION, BONUSES \_\_\_\_\_  
 BRIEF DESCRIPTION OF YOUR DUTIES & RESPONSIBILITIES Manager Current Planning Div. (See Attached Sheet)

FROM (Mo/Yr) 5-1985 TO (Mo/Yr) 5-1987 TOTAL 2 YRS 0 MOS. YOUR POSITION Senior Planner  
 EMPLOYER: Yakima Valley Conf. of Governments YOUR SUPERVISOR Lon Wymick  
 ADDRESS: 311 N. 4th St, Yakima, WA 98901 PHO [REDACTED]  
 TYPE OF BUSINESS Conf. of Governments REASON FOR LEAVING Left to work for Bothell  
 BASE SALARY 4,500 /<sub>START</sub> 15,000 /<sub>FINAL</sub>  MONTHLY  WEEKLY  HOURLY OTHER COMPENSATION, BONUSES \_\_\_\_\_  
 BRIEF DESCRIPTION OF YOUR DUTIES & RESPONSIBILITIES Provided planning service to local cities (see Attached sheet)

FROM (Mo/Yr) 10-1983 TO (Mo/Yr) 4-1985 TOTAL 1 YRS 6 MOS. YOUR POSITION Associate Planner  
 EMPLOYER: Lewis + Clark County Area-wide Planning Org. YOUR SUPERVISOR Gus Byrum  
 ADDRESS: Room 445, City County Bldg, 316 W. Park Ave., Helena, MT 59623 PHONE [REDACTED]  
 TYPE OF BUSINESS Planning Dept for City & County REASON FOR LEAVING Left to work in Yakima  
 BASE SALARY 3,800 /<sub>START</sub> 14,000 /<sub>FINAL</sub>  MONTHLY  WEEKLY  HOURLY OTHER COMPENSATION, BONUSES \_\_\_\_\_  
 BRIEF DESCRIPTION OF YOUR DUTIES & RESPONSIBILITIES Process Development Permits (See Attached Sheet)

(ATTACH ADDITIONAL PAGE IF NECESSARY)

## EXPLANATION OF INTERRUPTIONS IN EMPLOYMENT HISTORY

Please use this space to explain employment history interruptions since high school that do not pertain to pregnancy, child care, disability or any other protected activity.

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(ATTACH ADDITIONAL PAGE IF NECESSARY)

## REFERENCES

NAME Graig Ward, City Manager  
 ADDRESS City of Troutdale  
 CITY, STATE, ZIP Troutdale OR 97060  
 DAYTIME PHONE [REDACTED]  
 RELATIONSHIP Former Co-Worker from SeaTac  
(No Relatives)

NAME Stephen G. [REDACTED]  
 ADDRESS [REDACTED]  
 CITY, STATE, ZIP Tucson WA 93405  
 DAYTIME PHONE [REDACTED]  
 RELATIONSHIP Hearing Examiner for SeaTac  
(No Relatives)

NAME Stephen Butler, Comm. Dev. Director  
 ADDRESS City of Milwaukie  
 CITY, STATE, ZIP Milwaukie, OR 97206  
 DAYTIME PHONE [REDACTED]  
 RELATIONSHIP Supervisor at SeaTac  
(No Relatives)

NAME Bruce Blackburn, Senior Planner  
 ADDRESS City of Bothell  
 CITY, STATE, ZIP Bothell, WA 98011  
 DAYTIME PHONE [REDACTED]  
 RELATIONSHIP Former staff member/friend  
(No Relatives)

## EMERGENCY CONTACT

NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_  
 ADDRESS \_\_\_\_\_ CITY, STATE, ZIP \_\_\_\_\_  
 HOME PHONE \_\_\_\_\_ BUSINESS PHONE \_\_\_\_\_

## AUTHORIZATION AND AGREEMENT

I HEREBY AUTHORIZE YOU TO CONTACT:

MY PRESENT EMPLOYER(S):  YES  NO  
 MY PAST EMPLOYERS:  YES  NO

As part of our normal procedure in processing applications, a routine inquiry will be made concerning your background. Former employers, school record offices and personal, school and employment references may be contacted by a consumer reporting agency to verify and obtain information concerning your background, qualifications, school and work records. You may be asked to sign another form authorizing the release of school records or to supply grade transcripts. Information gathered about your background and qualifications will be used to help make a fair employment decision. This information will only be available to those participating in this decision or those who process employment applications. As part of this investigation, a check of criminal records will also be conducted by a consumer reporting agency. This agency may keep and use information it supplies to us in this investigation for its own business purposes. Further information such as the name of the consumer reporting agency or the nature and scope of such inquiry, if one is made, is available to you upon written request. You will also be given a separate disclosure and authorization to review and sign concerning any reports prepared about your background for us by a consumer reporting agency that compiled the report.

CA and MN only: check here  if you wish to receive a copy of the consumer report directly from the consumer reporting agency that compiled the report.

I hereby authorize the employer, its representatives, employees or agents to conduct all pre-employment inquiries and tests as described. I further authorize the employer and its agents to verify all statements contained in this application and any other materials I submit in connection with my employment application. I agree to complete any requisite authorizations forms. I release the employer, its agents and all providers of information from any liability arising out of the gathering and use of such information. In the event of employment, this authorization and release is valid throughout my employment and a photocopy is as effective as the original.

I understand all offers of employment are conditional upon satisfactory reference checks, successful completion of all pre-employment tests and production of all documents necessary for the employer to verify my identity and work authorization in accordance with the requirements of the Immigration and Naturalization Services.

As an employer, this organization is subject to Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Applicants who believe they are covered by these Acts are invited to identify their disabilities and special accommodations they feel are necessary to adequately perform their jobs. Submission of this information is strictly voluntary and may be made to the Human Resources Manager.

I certify the information provided in this application is true and complete to the best of my knowledge. I understand withholding pertinent information or submitting false or misleading information on this application, my resume, during interviews or at any other time during the hiring process constitutes valid grounds for disqualification from further consideration for hire or immediate dismissal from employment and loss of all employee benefits and privileges. I further understand and agree that the employer shall not be liable in any respect if my employment is so denied or terminated.

I understand and agree that if I am applying for a law enforcement or jail position, I will be required to comply with all the requirements of the Peace Officer Standards and Training Board (or equivalent agency) required by the state. I further understand that any offer of employment is conditioned upon completing all those tests, including physical agility, to determine my fitness for this position.

I understand the acceptance of this application by the employer neither expresses nor implies I will be offered employment

**DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE AUTHORIZATION AND AGREEMENT STATEMENTS.**

SIGNATURE OF APPLICANT Just A. Dodge DATE 7-10-14

## FAIR CREDIT REPORTING ACT Disclosure and Authorization Statement

**To: All Applicants For Employment** *(Please Read Carefully Before Signing Below)*

In processing my application for employment, I understand the employer, its representatives, employees or agents may obtain a consumer report and investigative consumer report for employment purposes concerning my past employment, work habits, education, military record, motor vehicle record, credit background, references, character, general reputation, personal characteristics, mode of living, civil judgments, liens, and information about my criminal conviction background consistent with state and federal law.

I understand that upon written request to the employer, I will be informed whether an investigative consumer report through a consumer reporting agency was requested and I will be given information as to the nature and scope of the investigation and a summary of my rights under the Fair Credit Reporting Act. I understand an investigative consumer report is a report in which information concerning my character, general reputation, personal characteristics or mode of living is obtained through personal interviews with neighbors, friends, associates or others with whom I am acquainted or who may have knowledge concerning this information.

By signing below, I authorize this employer to obtain a consumer report and an investigative consumer report on me as part of the preemployment background and investigation process. If I am offered employment, I further authorize my employer to obtain additional consumer and investigative consumer reports and updates on me for employment purposes at any time during my employment. A copy of this authorization is as valid as the original.

\_\_\_\_\_  
Name *(please print)* Jack A. Dodge

\_\_\_\_\_  
Signature Jack A. Dodge Date Signed 7-10-14

**(PLEASE RETURN THIS PAGE WITH YOUR COMPLETED APPLICATION)**

## City of Pacific – Application Supplement

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### City of Sequim, WA

- Review all development applications submitted to the City. This includes long & short plats, shoreline permits, building permits, conditional use permits and other applications.
- Act as first contact person with the public regarding all zoning, subdivision, shoreline, annexation, and SEPA questions.
- Serve in the role of the SEPA Official and Shoreline Administrator.
- Processed annexations.
- Work with the Code Enforcement Officer to correct code violations.
- Write code revisions as needed.
- Make presentations to the Planning Commission and City Council as needed.

### City of SeaTac, WA

- Managed the Current Planning Division for SeaTac. Based on development activity, managed a staff of 3 to 5 employees.
- Assigned tasks to employees.
- Reviewed employee work for quality control.
- Revised the Zoning, Subdivision, Shoreline, and SEPA codes as necessary.
- Staff Planner for the Hearing Examiner.
- Coordinated with Code Enforcement Officer as needed regarding zoning code violations.
- Reviewed complex development proposals.
- Assisted in Long Range Planning.
- Part of staff team negotiating “Development Agreements”.
- Acted as the “Planning Section Chief” on the City’s Emergency Management Team.
- Worked closely with the Planning Commission and Council.
- Helped to prepare the Planning Department’s annual budget.

### City of Bothell, WA

- Managed a staff of three (3) employees.
- Assigned tasks and reviewed staff work for quality control.
- Worked closely with the Planning Commission and Board of Adjustment
- Reviewed complex development proposals (Koll & Quadrant Business Parks).
- Acted as the City’s Code Enforcement Officer.

### Yakima Valley Conference of Governments (YVCOG), Yakima, WA

- Provided planning services for the following cities.
  - Selah
  - Mabton
  - Granger

## City of Pacific – Application Supplement

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### Yakima Valley Conference of Governments (YVCOG), Yakima, WA (Cont.)

- Zillah
- Grandview
- Sunnyside
- Naches
- Services Provided
  - Write grant applications for water and sewer systems.
  - Wrote economic development grant applications.
  - Conducted an economic development study for the City of Grandview.
  - Provided current planning review for a variety of cities.
  - Served as the County's Juvenile Justice Planner
  - Worked with the Health District on groundwater quality issues.

### Areawide Planning Organization, Lewis & Clark County/City of Helena, MT

- Reviewed development proposals.
- Worked on comprehensive plan amendments.
- Coordinated with other agencies on regional planning proposals.
- Worked on code amendments as needed.

Jack A. Dodge

Pacific, WA 98047

## SUMMARY OF EXPERIENCE

I have over 30 years of planning experience in a wide range of planning functions. The range of planning experience includes management, project review, SEPA review, Shoreline Management review, Subdivision review, code writing, the development of Comprehensive Plans, code enforcement, grants writing, and extensive experience in public presentations and public participation forums. This experience has given me a well rounded perspective of planning. In addition, I am a team player and work well with other staff. I have also served as a City Councilman for 14 years in the City of Pacific which provides me a unique perspective in communicating with Council members. A detailed summary of my experience is listed below.

## Experience

### City of Sequim (July 2011 to Current)

Senior Planner  
Dept. of Community Development  
615 5<sup>th</sup> Ave. N.  
Sequim, WA 98382

#### *Project Manager*

- Project Manager in the update of the City of Sequim's "Shoreline Master Program".  
(The SMP was completed and approved by the State)

#### *Project Review*

- Provide all development review for the City of Sequim.
- Act as the SEPA Responsible Official.
- Act as the Shoreline Administrator.
- Processed annexations.

#### *Municipal Codes*

- Authored Sequim's "Electric Vehicle" regulations.
- Worked on other miscellaneous code amendments.
- Assisted in updating the City of Sequim's "Critical Areas" regulations.

#### *Public Presentations*

- Provided staff presentations to the City Council and Planning Commission.

## City of SeaTac (June 1990 to July 2011)

Principal Planner  
Department of Planning & Community Development  
4800 S. 188<sup>th</sup> St.  
SeaTac, WA 98188  
206-973-4830

### *Management*

- Served as “Acting Planning Director” for eight (8) months.
- Managed a staff of 3-5.
- Reviewed staff work for quality control.
- Assigned projects to staff.

### *Project Review*

- Reviewed a wide range of projects including, but not limited to, rezones, CUP’s, short plats, long plats, and Development Agreements.
- Extensive experience in SEPA and Shoreline Substantial Development Permit Review.
- Staff planner for the Hearing Examiner.
- Participated in the negotiations of many “Development Agreements”.
- Staff planner regarding annexations to the City.

### *Municipal Codes/State Codes*

- Authored new Subdivision Code.
- On management team to create new Zoning Code.
- On management team to create new Shoreline Management Program.
- Authored numerous amendments to the Zoning and Subdivision Codes.
- Extensive knowledge of the RCW’s and WAC’s regarding the SEPA, Subdivision, and Shoreline Review.

### *Public Presentations*

- Provided staff presentations to the Planning Commission, City Council, Hearing Examiner, citizen groups, Ad Hoc committees created by the City Council, and school groups.
- Worked with stakeholder committees regarding Municipal Code changes.

### *Comprehensive Planning*

- Authored the West SeaTac Subarea Plan and the Environmental Impact Statement for the plan.
- Authored the “Critical Areas” Chapter of the SeaTac Comprehensive Plan.
- Worked with the Comprehensive Planning Division regarding a number different Comprehensive Plan changes.

### *Other Related Experience*

- Training in ICS (Incident Command System) 100, 200, 300 and 700 as Planning Section Chief.
- Attended “Earthquake Management Training” provided by FEMA at the Emergency Management Institute in Emmitsburg, Maryland.
- Was the second planner hired by the City and helped to set up the Planning Department and the development review procedures.
- Coordinated with the Building Division regarding the code enforcement of the Zoning and Shoreline Codes.

### **City of SeaTac (Cont)**

- On the staff team that developed the "Interlocal Agreement" (ILA) with the Port of Seattle regarding development and land use at SeaTac International Airport.

### **City of Bothell (May 1987 to June 1990)**

Planning Administrator  
Department of Planning & Community Development  
18305 101st Ave. NE  
Bothell, WA 98011 (425) 486-8152

#### *Management*

- Managed a staff of 3.
- Reviewed staff work.
- Assigned projects to staff.

#### *Project Review*

- Reviewed a wide range of projects including, but not limited to, rezones, CUP's, short plats, long plats, and Development Agreements. This included large complex developments within Shoreline jurisdiction within the Koll and Quadrant business parks adjacent to North Creek.
- Extensive experience in SEPA and Shoreline Substantial Development Permit Review.

#### *Public Presentations*

- Provided staff presentations to the Planning Commission, City Council, and Board of Adjustment.

#### *Code Enforcement*

- Responsible for code enforcement (Zoning Code, Shoreline Code) for the City.

### **Yakima Valley Conference of Government (YVCOG) (May 1985 to May 1987)**

Associate/Senior Planner  
311 North 4th Street  
Yakima, WA 98901-2467 (509) 574-1550

In this position I worked with numerous jurisdictions regarding a wide range of planning functions. Jurisdictions I worked with included the cities of Selah, Mabton, Granger, Grandview, Sunnyside and Zillah, the Towns of Naches and Tieton, Yakima County, and the Yakima Health District.

#### *Grants Writing*

- Authored Federal/State grants for upgrades to the water and sewer system for the City of Granger, WA, which were subsequently funded.
- Authored a Federal/State grant for updates to the water system for the City of Mabton, WA, which was subsequently funded.
- Authored a State grant for an economic development study for the City of Grandview, WA.

## Yakima Valley Conference of Government (YVCOG) (Cont.)

- Authored a Federal grant for economic development funds for the City of Grandview, WA, which was subsequently funded.

### *Municipal Codes*

- Authored the first Zoning Code for the Town of Naches, WA. This required extensive public hearings with stakeholders, the Planning Commission, and City Council.
- Reviewed and updated the City of Selah Subdivision codes.

### *Project Review*

- Contracted by the City of Selah, WA to act as their ½ time City Planner to review all new project proposals within the City. Worked closely with the City Administrator and Mayor to foster new development in Selah.
- Contracted by the City of Granger, WA to provide project review of all new development proposals.
- Contracted with the Town of Naches, WA to provide development review.

### *Economic Development*

- Developed and carried out an economic study regarding retail sales leakage for the City of Grandview, WA. This study was further used to obtain federal economic development grants. This study was used by the state as a model for other small cities to determine retail sales leakage for their communities.

### *Juvenile Justice Planner*

- Worked with the State to provide juvenile justice services for the County of Yakima and City of Sunnyside.
- Conducted a surprise inspection of the Yakima County “Juvenile Justice Facility” with State representatives to determine compliance with state juvenile justice facility guidelines.

### *Groundwater Quality Planning*

- Managed a groundwater contamination study for the unincorporated communities of Wiley City and Ahtanum in conjunction with the Yakima Health District. The study helped to determine potential areas of contamination and implementation strategies to clean-up and eliminate the contamination.

### *Transportation Planning*

- Work with the Transportation Planner obtaining vehicle counts on various county roads.
- Worked with Yakima Transit/Yakima County on commercial development patterns to estimate future vehicle trips per day at various intersections. This information was used to help estimate the location of future road improvements and transit stops.

### *Public Presentations*

- Provide staff presentations and recommendations to a variety of Planning Commissions and City /Town Councils.

**Lewis and Clark County Areawide Planning Organization (APO)** (October 1983 to April 1985)

Associate Planner  
Room 445, City County Building  
316 N. Park Avenue,  
Helena, MT 59623 406-442-9920

*Project Review*

- Reviewed new short plats, subdivisions, rezones, conditional use permits, variances, and other project proposals for Lewis and Clark County and the City of Helena.

*Comprehensive Planning/Municipal Code*

- Project Manager for the City of Helena “Montana Avenue Corridor Plan” special Rezone District and Comprehensive Plan amendment. This plan and associated code amendments were adopted by the City of Helena.
- Project Planner for the “Scratchgravel Hills Comprehensive Management Plan”. This was a joint effort between Lewis & Clark County and the U.S. Department of Interior, Bureau of Land Management to adopt a joint use plan for the Scratchgravels Hills NW of Helena, MT. This was a former mining district with private and federal land holdings. The plan was adopted by the County and the U.S. Department of Interior.

*Public Presentations*

- Provided staff recommendations to the Helena/Lewis & Clark County Consolidate Planning Board and Helena City Commission regarding variety of projects and plans.

**City of Kent** (August 1979 to May 1983)

Planning Assistant/Assistant Planner  
Planning Dept.  
400 W. Gowe  
Kent, WA 98032  
253-856-5454

*Comprehensive Planning*

- Authored the West Hill Subarea Plan and the Environmental Impact Statement for the plan. This plan was subsequently adopted by the City.
- Worked with other Planning Staff on the East Hill Subarea Plan.
- Assisted in the update of the Shoreline Master Program.
- Project Manager conducting Kent’s first inventory and assessment of Kent’s “Critical Areas”. This included working directly with a Fisheries biologist in assessing the biological functions of Kent’s streams and creeks and assessing storm water impacts to the streams and creeks.

*Municipal Codes*

- Authored Kent’s first “Critical Areas” regulations.

**City of Kent (Cont)**

*Public Presentations*

- Worked extensively with the Kent West Hill Subarea Citizen Advisory Committee to craft goals and policies and recommended strategies to implement the goals and policies within the plan.
- Presented the proposed West Hill Subarea plan to the Planning Commission and City Council.

**RELATED EXPERIENCE**

**City of Pacific** (January 1992 to December 2006)

City Councilperson/Mayor Pro Tem  
100 3<sup>rd</sup> Ave. SE  
Pacific, WA 98047  
(253) 929-1100

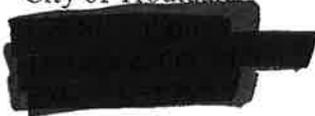
- Chair of the Public Works Committee.
- Chair of the Hotel/Motel Committee.
- Member of the Finance Committee.
- Member of the Intergovernmental Committee.
- Instrumental in finalizing the annexation and expansion of Pacific into Pierce County.
- Represented Pacific on the South King County Transportation Board (SCBRD).
- Instrumental in a number of code changes regarding the quality of life in Pacific.

**EDUCATON**

BA – Environmental Geography  
University of Washington, 1979

**REFERENCES**

Craig Ward, City Manager  
City of Troutdale



Calvin Hoggard (Former SeaTac City Manager)



**References (Cont)**

Stephen Butler  
Community Development Director  
City of Milwaukie

[REDACTED]  
Milwaukie, OR 97206  
[REDACTED]  
[REDACTED]

Stephen Causseaux  
McCarthy, Causseaux, Roarke, Inc

[REDACTED]  
Tacoma, WA 98405  
[REDACTED]

John D. Schelling, MPA  
Earthquake/Tsunami/Volcano Program Manager  
Washington Emergency Management Division  
Building 20  
Camp Murray, WA 98430-5112

[REDACTED]  
[REDACTED]  
Bruce Blackburn, Senior Planner  
City of Bothell

[REDACTED]  
Bothell, WA 98011  
[REDACTED]

**Other Interests**

- Hiking
- Golfing
- Pickleball
- Photography
- Heraldry



43460  
CITY OF PACIFIC

Agenda Bills

Agenda Item No.	<u>Consent Agenda 10A</u>	Meeting Date:	<u>August 25, 2014</u>
	<u>Claim Voucher &amp; Payroll</u>		<u>Richard Gould</u>
Subject:	<u>Approval</u>	Prepared by:	<u>Finance Director</u>

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**Summary:**

Approval of Payroll for the period of August 1, 2014 through August 15, 2014; Claims Vouchers for August 12, 2014 through August 25, 2014.

Payroll Auto Deposit	\$ 59,069.19
Payroll Ch#'s 4798– 4801	\$ 3,569.24
Claim Checks: #43806 – 43857	\$ 77,667.74
EFT's	23,840.85
Total Expenditures	<u>\$ 164,147.02</u>

**Recommendation:** Approval of payment for Payroll and Claims

**Motion:** move to approve the Consent Agenda including approval of Payroll and Claims Vouchers.

**Attachments:**

Check Registers and Payroll Expense itemization.



# CHECK REGISTER

City Of Pacific  
MCAG #: 0423

08/12/2014 To: 08/25/2014

Time: 13:57:04 Date: 08/22/2014

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4890	08/18/2014	Claims	1	EFT	WA ST DEPT OF LICENSING	236.00	Six CPLs And One Dealer License
4891	08/20/2014	Payroll	1	EFT		151.84	August 1 - 15 Payroll
4892	08/20/2014	Payroll	1	EFT		1,803.07	August 1 - 15 Payroll
4893	08/20/2014	Payroll	1	EFT		2,696.42	August 1 - 15 Payroll
4895	08/20/2014	Payroll	1	EFT		4,043.68	August 1 - 15 Payroll
4896	08/20/2014	Payroll	1	EFT		293.98	August 1 - 15 Payroll
4898	08/20/2014	Payroll	1	EFT		1,163.12	August 1 - 15 Payroll
4899	08/20/2014	Payroll	1	EFT		2,179.28	August 1 - 15 Payroll
4900	08/20/2014	Payroll	1	EFT		92.10	August 1 - 15 Payroll
4901	08/20/2014	Payroll	1	EFT		3,231.99	August 1 - 15 Payroll
4902	08/20/2014	Payroll	1	EFT		317.96	August 1 - 15 Payroll
4903	08/20/2014	Payroll	1	EFT		823.44	August 1 - 15 Payroll
4904	08/20/2014	Payroll	1	EFT		557.05	August 1 - 15 Payroll
4905	08/20/2014	Payroll	1	EFT		2,541.74	August 1 - 15 Payroll
4906	08/20/2014	Payroll	1	EFT		91.50	August 1 - 15 Payroll
4907	08/20/2014	Payroll	1	EFT		235.17	August 1 - 15 Payroll
4908	08/20/2014	Payroll	1	EFT		45.92	August 1 - 15 Payroll
4909	08/20/2014	Payroll	1	EFT		2,418.24	August 1 - 15 Payroll
4910	08/20/2014	Payroll	1	EFT		81.50	August 1 - 15 Payroll
4911	08/20/2014	Payroll	1	EFT		181.29	August 1 - 15 Payroll
4912	08/20/2014	Payroll	1	EFT		1,823.80	August 1 - 15 Payroll
4914	08/20/2014	Payroll	1	EFT		3,001.05	August 1 - 15 Payroll
4915	08/20/2014	Payroll	1	EFT		1,938.23	August 1 - 15 Payroll
4916	08/20/2014	Payroll	1	EFT		932.17	August 1 - 15 Payroll
4917	08/20/2014	Payroll	1	EFT		2,299.00	August 1 - 15 Payroll
4918	08/20/2014	Payroll	1	EFT		1,493.91	August 1 - 15 Payroll
4919	08/20/2014	Payroll	1	EFT		92.10	August 1 - 15 Payroll
4920	08/20/2014	Payroll	1	EFT		457.88	August 1 - 15 Payroll
4921	08/20/2014	Payroll	1	EFT		1,596.31	August 1 - 15 Payroll
4922	08/20/2014	Payroll	1	EFT		1,670.34	August 1 - 15 Payroll
4923	08/20/2014	Payroll	1	EFT		1,925.46	August 1 - 15 Payroll
4924	08/20/2014	Payroll	1	EFT		966.00	August 1 - 15 Payroll
4925	08/20/2014	Payroll	1	EFT		1,407.45	August 1 - 15 Payroll
4926	08/20/2014	Payroll	1	EFT		1,929.59	August 1 - 15 Payroll
4927	08/20/2014	Payroll	1	EFT		1,497.21	August 1 - 15 Payroll
4929	08/20/2014	Payroll	1	EFT		2,124.78	August 1 - 15 Payroll
4930	08/20/2014	Payroll	1	EFT		1,697.56	August 1 - 15 Payroll
4931	08/20/2014	Payroll	1	EFT		1,278.09	August 1 - 15 Payroll
4932	08/20/2014	Payroll	1	EFT		1,614.48	August 1 - 15 Payroll
4933	08/20/2014	Payroll	1	EFT		92.10	August 1 - 15 Payroll
4934	08/20/2014	Payroll	1	EFT		2,318.78	August 1 - 15 Payroll
4935	08/20/2014	Payroll	1	EFT		1,306.01	August 1 - 15 Payroll
4936	08/20/2014	Payroll	1	EFT		1,355.01	August 1 - 15 Payroll
4937	08/20/2014	Payroll	1	EFT		1,302.59	August 1 - 15 Payroll
4939	08/18/2014	Payroll	1	EFT	INTERNAL REVENUE SERVICE	22,979.85	941 Deposit For 08/20/2014 - 08/20/2014
4941	08/18/2014	Payroll	1	EFT	WA ST DEPT RETIREMENT SYSTEM	625.00	08/20/2014 To 08/20/2014 - DCP - DRS
4894	08/20/2014	Payroll	1	4802		1,747.21	August 1 - 15 Payroll
4897	08/20/2014	Payroll	1	4803		1,316.10	August 1 - 15 Payroll
4913	08/20/2014	Payroll	1	4804		413.83	August 1 - 15 Payroll
4928	08/20/2014	Payroll	1	4805		92.10	August 1 - 15 Payroll
4942	08/18/2014	Payroll	1	43861	WA STATE SUPPORT REGISTRY	125.00	08/20/2014 To 08/20/2014 - Child Support

# CHECK REGISTER

City Of Pacific  
MCAG #: 0423

08/12/2014 To: 08/25/2014

Time: 13:57:04 Date: 08/22/2014

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4980	08/25/2014	Claims	1	43862	AHBL INC	4,057.72	
4981	08/25/2014	Claims	1	43863	ALGONA COURTS	4,232.18	Algona Court For July 2014
4982	08/25/2014	Claims	1	43864	ALPINE PRODUCTS INC	84.21	PW: EAR PLUGS, CAUTION TAPE, FLAGGING TAPE, VESTS
4983	08/25/2014	Claims	1	43865	ANS OF WA, INC.	125.00	POLICE: S. SHOOK NOTARY PUBLIC TRAINING SEMINAR
4984	08/25/2014	Claims	1	43866	ARTHUR J. GALLAGHER RISK MGMT SVCS INC	150.00	AMY STEVENSON-NESS PUBLIC OFFICIAL BOND
4985	08/25/2014	Claims	1	43867	AUBURN CHEVROLET INC	473.44	POLICE: SUBURBAN
4986	08/25/2014	Claims	1	43868	CITY OF AUBURN	6,960.93	
4987	08/25/2014	Claims	1	43869	AUS WEST LOCKBOX	185.75	CITY HALL DOOR MATS; POLICE: DOOR MATS
4988	08/25/2014	Claims	1	43870	BLUMENTHAL UNIFORMS	7.61	POLICE: KARPSTEIN NAMETAG
4989	08/25/2014	Claims	1	43871	CENTURYLINK	91.65	POLICE LOBBY PHONE: 253-887-9643
4990	08/25/2014	Claims	1	43872	CITY OF AUBURN	136.94	
4991	08/25/2014	Claims	1	43873	CITY OF ENUMCLAW	60.00	POLICE: JULY 2014 JAIL SERVICES
4992	08/25/2014	Claims	1	43874	COPIERS NORTHWEST INC	1,309.51	COPY MACHINE LEASE   OVERAGES
4993	08/25/2014	Claims	1	43875	DATABAR INCORPORATED	2,953.31	JULY 2014 UTILITY BILLING; "POT IN PACIFIC" POST CARD
4994	08/25/2014	Claims	1	43876	FINISH LINE CLEANING	3,020.00	POLICE: JANITORIAL SERVICES; CITY HALL: JANITORIAL SERVICES
4995	08/25/2014	Claims	1	43877	FORMSOURCE INC	64.75	BUSINESS CARDS: R. GOULD
4996	08/25/2014	Claims	1	43878	H D FOWLER CO INC	206.30	PW: MISC. PARTS
4997	08/25/2014	Claims	1	43879	HONEY BUCKET	415.85	PW: HONEY BUCKET RENTALS
4998	08/25/2014	Claims	1	43880	INTERCOM LANGUAGE SERVICES	390.00	COURT: INTERPRETER SERVICES
4999	08/25/2014	Claims	1	43881	KC FINANCE I-NET	375.00	I-NET SERVICES
5000	08/25/2014	Claims	1	43882	KING COUNTY DIRECTORS' ASSOC	184.88	COPY PAPER
5001	08/25/2014	Claims	1	43883	KIRSHENBAUM & GOSS INC., P.S.	100.00	COURT: AFTER-HOURS CRITICAL STAGE CALL (PUBLIC DEFENSE)
5002	08/25/2014	Claims	1	43884	EDWIN MASSEY JR	420.00	POLICE: REIMB FOR OPEN HOUSE CLOWN
5003	08/25/2014	Claims	1	43885	MCLENDON HARDWARE	86.99	PW: HINGE SPRINGS; PW: HINGE SPRINGS & MISC. NUTS/SCREWS/BOLTS
5004	08/25/2014	Claims	1	43886	MORRIS LAW P.C.	4,238.31	
5005	08/25/2014	Claims	1	43887	MOUNTAIN MIST	110.93	BOTTLED WATER
5006	08/25/2014	Claims	1	43888	NEOPOST USA INC	688.23	POSTAGE METER
5007	08/25/2014	Claims	1	43889	ORIENTAL TRADING	126.86	POLICE: OPEN HOUSE ITEMS
5008	08/25/2014	Claims	1	43890	PACIFIC OFFICE AUTOMATION	164.29	POLICE: COPY MACHINE
5009	08/25/2014	Claims	1	43891	CITY OF PACIFIC	476.03	UTILITIES

# CHECK REGISTER

City Of Pacific  
MCAG #: 0423

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Time: 13:57:04 Date: 08/22/2014

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5010	08/25/2014	Claims	1	43892	PUBLIC SAFETY TESTING	125.00	POLICE: 2014 Q2 SUBSCRIPTION FEES (RECRUITING ASSISTANCE, APPLICATION PROCESSING, WRITTEN & PHYSICAL ABILITY)
5011	08/25/2014	Claims	1	43893	PUGET SOUND REGIONAL COUNCIL	1,921.00	ANNUAL MEMBERSHIP DUES 07/01/14 - 06/30/15
5012	08/25/2014	Claims	1	43894	Attn: Mark Buening Prosecuting Attorneys Office	251.02	Crime Victims Fee For Algona Court July 2014; City Of Pacific Court From July 2014
5013	08/25/2014	Claims	1	43895	SAM'S CLUB/GEMB	120.15	POLICE: EVIDENCE ROOM, PACIFIC DAYS & OPEN HOUSE SUPPLIES
5014	08/25/2014	Claims	1	43896	STEPHANIE SUE SHOOK	105.33	POLICE: REIMB FOR OPEN HOUSE (GIFT BASKETS & MILEAGE)
5015	08/25/2014	Claims	1	43897	SHRED-IT USA INC.	59.33	SHREDDING SERVICES
5016	08/25/2014	Claims	1	43898	SPRINT	1,456.28	POLICE: CELL PHONES
5017	08/25/2014	Claims	1	43899	STAPLES BUSINESS ADVANTAGE	110.16	OFFICE SUPPLIES
5018	08/25/2014	Claims	1	43900	SUMNER LAWN 'N SAW	80.26	PW: SPEED FEED
5019	08/25/2014	Claims	1	43901	CITY OF SUMNER	1,774.50	AUG. 2014 METRO ANIMAL SERVICES
5020	08/25/2014	Claims	1	43902	DARCIE L. THACH	55.00	SENIOR: REIMB. FOR COURIER FOR INTERLOCAL AGREEMENT
5021	08/25/2014	Claims	1	43903	VALLEY COMMUNICATIONS	18,317.94	JULY 2014 911 CALLS (489)
5022	08/25/2014	Claims	1	43904	VERIZON WIRELESS	2,782.61	CELL PHONE SERVICES
5023	08/25/2014	Claims	1	43905	WA ST DEPT OF ECOLOGY	878.50	PW: STORMWATER PERMIT
5024	08/25/2014	Claims	1	43906	WA ST TREASURER	12,205.74	Algona Court July 2014; City Of Pacific Court July 2014
5025	08/25/2014	Claims	1	43907	WA STATE DEPT OF TRANSPORTATION	3,154.25	SR 167 MP 12.60   STEWART RD I/S IMPROVEMENT ***GRANT***
5026	08/25/2014	Claims	1	43908	WASHINGTON STATE PATROL	66.00	POLICE: BACKGROUND CHECKS
5027	08/25/2014	Claims	1	43909	KRISTA C WHITE-SWAIN	2,050.00	COURT: PUBLIC DEFENSE
5028	08/25/2014	Claims	1	43910	MICHAEL ZHELEZNYAK	133.00	COURT: INTERPRETER SERVICES

001 General Fund	116,545.64
003 Community Services Senior	4,514.90
004 Youth Services/Center	2,690.49
005 Parks	3,607.90
101 Street	4,708.77
301 Stewart/8th St Corridor	3,154.25
308 Valentine Road Project	4,057.72
401 Water	10,508.01
402 Sewer	7,025.82
409 Storm	7,172.66
640 Algona Court	8,620.35
800 Payroll EE Benefit Clearing	-8,459.49

	Claims:	77,778.74
164,147.02	Payroll:	86,368.28

# CHECK REGISTER

City Of Pacific  
MCAG #: 0423

08/12/2014 To: 08/25/2014

Time: 13:57:04 Date: 08/22/2014

Page: 4

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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## Voucher Approval

We, the undersigned Council members of the City of Pacific, do hereby certify that the Vouchers specified were reviewed and were approved for payment at the Regular Council Meeting

on: \_\_\_\_\_.

Council Member: \_\_\_\_\_

Council Member: \_\_\_\_\_

Council Member: \_\_\_\_\_

Reviewed for Accuracy

Finance Director: \_\_\_\_\_



## City Council Minutes

**Regular Meeting**  
**Monday, July 14, 2014**  
**6:30 p.m.**

### **CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Mayor Guier 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, Council President Putnam, Mayor Pro Tem Jones, and Mayor Guier

Absent: Council Member Walker

### **STAFF PRESENT**

City Administrator Richard Gould, Public Safety Director John Calkins, Acting Public Works Director Ken Barnett, and City Clerk Amy Stevenson-Ness

### **ADDITIONS TO/APPROVAL OF AGENDA**

Mayor Pro Tem Jones added an executive session for collective bargaining per RCW 42.30.140(4)(a) for 15 minutes.

Mayor Guier added it to the agenda before Item C.

The amended agenda was approved by the consensus of Council.

### **AUDIENCE COMMENT**

Speaking before Council:

Don Dunkin	Inquired what the official designation for County Line Road for traffic. Should not have 18-Wheelers on County Line Road.
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### **REPORTS**

#### **A. Mayor**

Mayor Guier reported:

- Pacific Days was a huge success. A big round of applause to Pacific Partnerships for their hard work. Thanked the Police Department and Police Explorers for their work. Thanks to Council Member Garberding for the military presence for the parade including hummers and marching band

- “Public Square” box for marijuana input from citizens
- Public Hearing on July 16 at 7:00 p.m.; the three ordinances under consideration are on the website. She expressed the hope that Council will attend.

#### **B. Finance**

City Administrator Richard Gould reported:

- Received good resumes for CD Manager. interviews in early August
- Office Assistant starts on Wednesday, July 16.
- Second Quarter Finance reports are complete and will be presented to Council.
- Hope to have 3 to 4 options available regarding capital improvements/renovations
- Staff is looking into a comprehensive list of amendments to Pacific Municipal Code.

#### **C. Court**

Court Administrator Kelly Rydberg

- June month end stats are in the packet and she is available to answer any questions.

#### **D. Public Safety Department.**

Chief Calkins reported:

- Presented the fireworks report from July 4<sup>th</sup>. He stated he had as many personnel assigned as possible.
- Provided a brief report of crimes that occurred over the weekend.

#### **E. Public Works/Community Development Departments**

Director Ken Barnett reported:

- Stewart Road is now under construction. PSE will start moving poles this week, they're just waiting for poles to come in.
- Got several compliments about the park and how well it looks as well as the property next door to City Hall.
- Valentine Road project will start mid-August

#### **F. Community/Senior/Youth/Services**

Assistant Director Darcie Thach reported:

- Pancake breakfast – 63 people; \$199 earned; Thanked citizens for their help during the event.
- Sandwich boards signage donated
- Cooling center open when temp over 90
- Wednesdays 2-3 p.m., there will be a jam session for kids
- Exercise program for middle school age kids will start
- Free Lunches Mon-Fri noon-1:30. 61 kids attended
- Late night is second Friday of the month; sponsored by the church

#### **G. City Council Members**

Council Member Steiger reported that he and Council Member Kave met with Waste Management hopefully to bring an agreement to Council by the first Monday of August. He also commended the utility crew for clean up on city property and expressed it needs to be on regular maintenance program.

#### **H. Boards and Committees**

##### **i. Finance Committee:**

Meeting materials are available on the City's website at: [www.cityofpacific.com](http://www.cityofpacific.com) or by contacting the City Clerk's office at (253) 929-1105.

For ADA accommodations, please contact City Hall at (253) 929-1105 prior to the meeting. Thank you.

Council Member Kave announced the Finance Committee meeting will be held on July 15 at 6:30 p.m.

ii. Governance Committee  
No meeting held.

iii. Human Services Committee  
No meeting held.

iv. Public Safety Committee  
Council Member Garberding reported the Public Safety Committee met the prior week and discussed concerns raised by a citizen. Chief Calkins reported that the citizen. A meeting needs to be scheduled.

Agenda item:  
Police Personnel

v. Public Works Committee  
Council Member Steiger advised that the Public Works Committee met on July 9 to discuss the agreement with AHBL.

vi. Technology Committee  
Council Member Walker stated the next meeting of the Technology Committee will be on July 17 at 5:00;

vii. Civil Service Commission  
No Report

viii. Park Board  
No Report

Planning Commission  
No report

ix. Pierce County Regional Council (PCRC)  
No report.

x. Sound Cities Association (SCA)  
Mayor Guier advised the meeting was held in Kirkland on July 9<sup>th</sup> with Ogden Murphy Wallace providing information regarding marijuana businesses in Washington State.

xi. South County Area Transportation Board (SCATBd)  
Mayor Guier advised that SCATBd meets on July 15.

xii. Valley Regional Fire Association (VRFA)  
Mayor Guier reported the meeting was business as usual.

## **OLD BUSINESS**

**A. Resolution No. 2014-190:** Authorizing the execution of an agreement with AHBL, in the amount of \$115,000, for additional engineering design services associated with

additional work for the first phase of the West Valley Highway improvement project from County Line to 8<sup>th</sup> Street.

Director Barnett provided information to Council regarding the agreement.

**COUNCIL MEMBER JONES MOVED** to approve Resolution No. 2014-190, authorizing the execution of a contract with AHBL for additional engineering design services associated with additional work for the first phase of the West Valley Highway improvement projects. Seconded by Council Member Steiger.

Roll Call vote was taken resulting as follows:

Ayes: Garberding, Jones, Kave, Oliveira Putnam, Steiger,

Absent: Walker

The motion carried 6-0.

**B. Resolution No. 2014-189:** Authorizing the execution of Amendment No. 1 to the agreement with Robinson Noble, in the amount of \$27,987.46 for total contract of \$75,400.96, for additional professional services associated with groundwater investigation and monitoring at Stewart Road and Valentine Avenue.

Director Barnett provided information to Council regarding the contract amendment.

**COUNCIL MEMBER STEIGER MOVED** to approve Resolution No. 2014-189, Authorizing the execution of Amendment No. 1 to the agreement with Robinson Noble, in the amount of \$27,987.46 for total contract of \$75,400.96, for additional professional services associated with groundwater investigation and monitoring at Stewart Road and Valentine Avenue. Seconded by Council Member Putnam.

Roll Call vote was taken resulting as follows:

Ayes: Garberding, Jones, Kave, Oliveira Putnam, Steiger,

Absent: Walker

The motion carried 6-0.

At 7:18 p.m., Mayor Guier recessed to executive session for collective bargaining per RCW 42.30.140(4)(a). At 7:33 p.m., the executive session was extended five minutes. The meeting was called back to order at 7:38 p.m.

**C. AB 2014-130:** Discussion regarding Negotiation Team.

City Administrator Gould advised Council.

**COUNCIL MEMBER STEIGER MOVED** to modify the City's appointed representatives for collective bargaining with the police union to City Administrator Richard Gould, Police Chief John Calkins, and Council Member Kave. Seconded by Council Member Kave.

Roll Call vote was taken resulting as follows:

Ayes: Kave, Steiger

Nays: Garberding, Jones, Oliveira

Absent: Walker

The motion failed 2-4.

**COUNCIL MEMBER OLIVEIRA MOVED** to modify the negotiation committee to include City Administrator Gould and Chief Calkins. Seconded by Council Member Garberding.

Roll Call vote was taken resulting as follows:

Ayes: Garberding, Jones, Oliveira  
Nays: Kave, Steiger  
Absent: Walker

The motion carried 4-2.

### **CONSENT AGENDA**

**A.** Payroll and Voucher Approval

**COUNCIL MEMBER JONES MOVED** to approve the consent agenda. Seconded by Council Member Kave. Voice vote was taken and carried 6-0.

### **ADJOURN**

There being no further business, Mayor Guier adjourned the meeting at 7:50 p.m.

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Amy Stevenson-Ness, City Clerk

Meeting materials are available on the City's website at: [www.cityofpacific.com](http://www.cityofpacific.com) or by contacting the City Clerk's office at (253) 929-1105.

For ADA accommodations, please contact City Hall at (253) 929-1105 prior to the meeting. Thank you.



## City Council Minutes

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**Workshop**  
**Monday, July 21, 2014**  
**6:30 p.m.**

### **CALL TO ORDER/PLEDGE OF ALLEGIANCE**

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

### **ROLL CALL**

Present: Council Members Garberding, Jones, Kave, Oliveira, Putnam, Steiger, Walker

Absent: Mayor Guier

### **STAFF PRESENT**

City Administrator Richard Gould; Attorney Carol Morris, Engineer Jim Morgan, and City Clerk Amy Stevenson-Ness.

### **ADDITIONS TO/APPROVAL OF AGENDA**

Council Member Steiger requested a discussion regarding parking on 3<sup>rd</sup> Avenue at the intersection of Pacific and 3<sup>rd</sup> Avenue. Council President Putnam added it as item F.

The amended agenda was approved unanimously by Council.

### **EXECUTIVE SESSION**

At 6:32, Council President Putnam announced an executive session for litigation per RCW 42.30.110(1)(i) for 20 minutes

At 6:52 p.m., the executive session was extended five minutes.

The meeting was reconvened at 6:58 p.m.

### **AGENDA ITEMS**

- A. Discussion: AB 14-131: Discussion regarding ordinances for the regulation of medical and recreational marijuana.**

City Attorney Carol Morris provided information to Council regarding the ordinances for the regulation of medical and recreational marijuana. Council also requested an ordinance completely banning all marijuana in the City.

Direction by consensus of Council: Move forward to the meeting on July 28, 2014.

**B. Discussion: AB 14-132: Resolution No. 2014-191: Agreement with Parametrix for Transportation Impact Fee Program.**

Engineer Jim Morgan discussed issues with Council regarding services with Parametrix and stated he has a meeting with Parametrix on July 22, 2014, and if the meeting does not go well, he will seek other bids and scopes of work.

**C. Discussion: AB 14-133: Resolution No. 2014-192: Agreement with Maccaulay & Associates for an updated benefitted LID study for the Valentine Avenue Improvement Project.**

Mr. Morgan provided information to Council regarding the proposed LID.

Direction by consensus of Council: Move forward to the meeting on July 28, 2014.

**D. Discussion: AB 14-134: Second Quarter Financial Reports**

City Administrator Richard Gould reviewed the financial reports as presented to Council.

Direction by consensus of Council: Move forward to the meeting on July 28, 2014.

**E. Discussion: AB-135: Discussion on the purchase and implementation of Microsoft Surface Tablet for City Council and Staff.**

Mr. Gould provided information regarding projected cost savings for staff time, paper usage and copier maintenance. He advised the cost of approximately \$15,000 has already been budgeted.

**F. Discussion: Parking on 3<sup>rd</sup> Avenue at the intersection of Pacific and 3<sup>rd</sup>.**

Council Member Steiger brought forth an issue regarding parking at the intersection of Pacific Avenue South and 3<sup>rd</sup> Avenue SE.

Council Member Walker stated the issue needs to be addressed administratively and that it is not a Council issue.

**ADJOURN**

Council President Putnam adjourned the workshop at 7:41 p.m.

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Amy Stevenson-Ness, City Clerk