

**Roy City Council Study Session
Roy City Hall
August 22, 2011**

Reviewed information distributed, current vouchers. Informal discussion regarding tonight's agenda items. Council members Llewellyn, Raczykowski, Garrison and Walker will attend the youth meeting on August 29 with Mayor Yates. Council member Bourne noted that the conditions have been favorable this year for the noxious weed tansy ragwort to grow, and all need to destroy it from their property. Council member Walker thanked City Attorney Parker for her work on the floodplain ordinance and for making it understandable for council. Mayor Yates noted that the steakhouse does not meet the requirements for a temporary liquor license, but they have a sign up advertising a family dance, and council member Raczykowski will stop in and check to see if it will be open for food during rodeo. The Roy Pub and Eatery will put fencing around its gravel parking lot for rodeo. They will have bouncers and expect a big presence by the liquor control board and will also have to watch capacity for fire regulations. The new establishment will not open before October. Council member Garrison is getting another barrel so that two will be available for trash during rodeo, and they will be emptied during the weekend. Mayor Yates will talk with Officer Rozier about his and Pierce County's status during rodeo weekend. Council members looked at a handout from the City Clerk/Treasurer regarding background of water billing issues and were asked to bring feedback to her. There was discussion about billing and the process surrounding late payments and shut-off notices.

**ROY CITY COUNCIL REGULAR MEETING
Roy City Hall
August 22, 2011**

1) CALL TO ORDER: Mayor Yates called the meeting of the Roy City Council to order at 7:30 p.m. on August 22, 2011.

a) Pledge of Allegiance

b) Roll Call: Present: Council members Bill Llewellyn, Pamela Raczykowski, Ray Bourne, Michelle Walker, Leon Garrison and Mayor Karen Yates. City Attorney Cathy Parker, planning commission member Dick Roush, planning consultant Jeff Boers and City Clerk/Treasurer Debra Dearing were also present.

2) APPROVAL OF MINUTES: Council member Bourne moved to approve the minutes of the August 8, 2011 regular council meeting. Council member Llewellyn seconded the motion, which passed unanimously.

3) CONSENT CALENDAR:

a) Approval of Vouchers: Council member Bourne moved to approve Payroll Vouchers #E1308 and E29204-E29207 for a total of \$4,564.73, and Claims Vouchers #E1309 and 29208-29225 for a total of \$15,353.18. Council member Llewellyn seconded the motion, which passed unanimously.

b) Treasurer's Report: City Clerk/Treasurer explained why she revised the July 2011 Treasurer's Report, which was to correct the balance in the Suspense Fund, and she also included some corrections found while working on the amended budget. None of the bottom line amounts changed, nor did the bank balances. Council member Bourne moved to amend the previous July 2011 Treasurer's Report with the July 2011 Treasurer's Report dated August 18, 2011. Council member Llewellyn seconded the motion. The motion passed unanimously.

4) CITIZEN'S REQUEST TO BE HEARD: None.

5) PUBLIC HEARING: FEMA flood control Ordinance No. 857. Mayor Yates opened the public hearing and asked for comments from council. There were none. Mayor Yates asked for comments from the public. There were none. Mayor Yates again asked for comments from council, and then from the public. There being no comments, Mayor Yates asked if planning consultant Boers would like to add any last words of wisdom. He confirmed issuing the SEPA determination of non-significance and sending it and the checklist to the Department of Ecology. The 15-day comment period for it would end September 2. The ordinance was designed to minimize any potential environmental impact. The Department of Commerce received our request to expedite their normal 60-day review, so that council could act on the ordinance September 12, but they did not comment. Mayor Yates then closed the public hearing.

6) MILITARY UPDATE: SFC Murry and others met with Council member Bourne last Thursday about trying to find a construction project for Make A Difference Day. Council member Bourne reported going to the rodeo association to ask if they had any ideas but has not heard back. He also went to the fire department, who suggested working on the cemetery. The Triple Nickel could build a gazebo and install poles for an entrance sign, and the community could provide TLC on the day and in years to come. Council member Bourne has been unable to reach the cemetery property owners to get permission, however. Would the Lions Club be willing to spearhead the project with volunteers? The project is geared on donations and fundraisers. They were thinking of a 12' by 12' hexagon and were not sure if it should be movable or permanent. They could shoot for a Veteran's Day dedication. Mayor Yates added that the VFW has also expressed concern about the cemetery, since they cannot place flags on all of the appropriate graves because they need markers after families give permission. This would need to be a more ongoing project. Because the cemetery is outside the city limits, we cannot use city funds or labor, which is why materials would have to be donated.

At the rodeo, the announcer can introduce any troops in uniform at the beginning, but support is not required from the Triple Nickel since it is not a city event.

Mayor Yates added that there can be a car wash on rodeo weekend by the fire cadets to raise money for the cemetery project, and it would also get the word out about the project. Council member Bourne said that everyone has been very supportive. The Lions Club might be a pass-through for donation money.

7) ORDINANCES:

ORDINANCE NO. 857

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROY, PIERCE COUNTY, WASHINGTON, ADDRESSING FEMA REQUIREMENTS FOR FLOOD CONTROL BY AMENDING THE ROY CITY CODE BY REPEALING CHAPTER 1, *FLOOD DAMAGE PREVENTION*, OF TITLE 13, *FLOOD CONTROL*, AND ADDING A NEW TITLE 13, CHAPTER 1, *FLOODPLAIN DEVELOPMENT MANAGEMENT*; AND BY AMENDING TITLE 1, *ADMINISTRATION*, CHAPTER 6, ARTICLE A. *SPECIFIC OFFICERS*, SECTION 4, *HEARING EXAMINER*; TITLE 10, *BUILDING REGULATIONS*, CHAPTER 1, *BUILDING CODES AND REGULATIONS*, SECTION 10-1-1: *INTERNATIONAL BUILDING CODE; FEES* AND SECTION 10-1-12: *BUILDING PERMITS AND FEES*; TITLE 10, *BUILDING REGULATIONS*, CHAPTER 3, *MANUFACTURED HOMES, MOBILE HOMES AND RECREATIONAL VEHICLES*, SECTION 10-3-1: *MANUFACTURED OR MOBILE HOME*

*INSTALLATION PERMIT REQUIREMENTS; TITLE 10, BUILDING REGULATIONS, CHAPTER 4, MOBILE AND MANUFACTURED HOME PARKS, SECTION 10-4-5: INVESTIGATION OF PREMISES; PERMIT ISSUANCE CONDITIONS, SECTION 10-4-8: CONSTRUCTION PLAN; INFORMATION REQUIRED, AND SECTION 10-4-9: MANUFACTURED OR MOBILE HOME PARK REQUIREMENTS; TITLE 10, BUILDING REGULATIONS, CHAPTER 5, CRITICAL AREAS CODE, SECTION 10-5-4: CRITICAL AREAS CODE; ADMINISTRATION, SECTION 10-5-6, APPLICABILITY, SECTION 10-5-7, EXEMPTIONS AND SECTION 10-5-8: REVIEW PROCESS; TITLE 11, LAND DEVELOPMENT CODE, CHAPTER 11-2, ADMINISTRATION AND ENFORCEMENT, SECTION 11-2-1: INTERPRETATION AND SECTION 11-2-3: ENFORCEMENT; TITLE 11, LAND DEVELOPMENT CODE, CHAPTER 11-3, DEFINITIONS, SECTION 11-3-2, DEFINITION OF ANY WORD OR PHRASE NOT LISTED; TITLE 11, LAND DEVELOPMENT CODE, CHAPTER 11-5, TYPE I-IV PROJECT PERMIT APPLICATIONS, SECTION 11-5-1, PROJECT PERMIT APPLICATION; TITLE 11, LAND DEVELOPMENT CODE, CHAPTER 11-7, CONSISTENCY WITH DEVELOPMENT REGULATIONS AND SEPA, SECTION 11-7-1 DETERMINATION OF CONSISTENCY: TITLE 11, LAND DEVELOPMENT CODE, CHAPTER 11, ZONING DISTRICTS, MAPS AND BOUNDARIES, SECTION 11-11-1, ESTABLISHMENT OF ZONING DISTRICTS AND SECTION 11-11-2, OFFICIAL ZONING MAP; TITLE 11, LAND DEVELOPMENT CODE, CHAPTER 11-36 AMENDMENTS TO ZONING MAP AND DEVELOPMENT REGULATIONS; TITLE 11, LAND DEVELOPMENT CODE, CHAPTER 11-40, LAND DIVISIONS - GENERAL PROVISIONS, TITLE 10, BUILDING REGULATIONS, CHAPTER 6, STORMWATER REGULATIONS, ARTICLE A, STORMWATER MANAGEMENT, SECTION 10-6A-2: INTERPRETATION, SECTION 10-6A-6, ADOPTION OF WRITTEN PROCEDURES AND SECTION 10-6A-7, ADMINISTRATIVE OFFICIAL; DUTIES; TITLE 10, BUILDING REGULATIONS, CHAPTER 6, STORMWATER REGULATIONS, ARTICLE B, STORMWATER MAINTENANCE, SECTION 10-6B-2, INTERPRETATION, SECTION 10-6B-6: ADOPTION OF WRITTEN PROCEDURES, AND SECTION 10-6B-7, ADMINISTRATIVE OFFICIAL; DUTIES. **Second reading.***

City Attorney Parker read the title of Ordinance 857. There were no amendments or discussion.

ORDINANCE NO. 858

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROY, PIERCE COUNTY, WASHINGTON, AMENDING THE BUDGET FOR THE YEAR 2011 TO REFLECT CHANGES IN THE BEGINNING BALANCES AND UNANTICIPATED REVENUE AND EXPENDITURES AND AUTHORIZING APPROPRIATIONS THEREFROM. **First reading.**

City Attorney Parker read the title of Ordinance 858. There was no discussion.

8) RESOLUTIONS: None.

9) NEW BUSINESS: None.

10) OLD BUSINESS:

- a) Cable franchise commission. They have not met.
- b) Make A Difference Day October 22. This was discussed in the military update portion of the meeting. Council member Bourne asked if there are any alternative projects to recommend. The potholes on Warren Street were discussed with SFC Murry. He said equipment might be an issue, but he would check.

c) School zone lights. Mayor Yates reported that the signs are here and that the rest of the system is not due to ship yet. Public Works Superintendent Possien got quotes for supplemental items for applying for an AWC grant.

d) Youth public meeting. Mayor Yates reported that local youth plan to attend.

11) REPORTS:

a) Mayor – Mayor Yates reported hearing from Sgt. Harp. He arrived in Korea and is well, has already gotten flooded out, and says hello and misses home. She thanked City Clerk/Treasurer Dearing for “holding down the fort” while she has been performing jury duty. She thanked City Attorney Parker for dealing with things Mayor Yates does not understand. She thanked Council member Bourne for taking some meetings and dealing with a few things.

b) Council –

Public Safety & Emergency Management – Council member William Llewellyn reported that all projects are on hold pending hiring a police chief. Mayor Yates shared a letter from CJTC informing the City that the state legislature will not fully fund training for new law enforcement officers. The basic law enforcement academy will cost each individual \$3,283.33, and it should be put in the budget file for 2012 and used to plan accordingly.

Economic Development & Library - Pamela Raczynski. No report.

Water System – Ray Bourne. No report.

Legislative Action – Michelle Walker. The next PCRC meeting is September 13, 2011.

Streets & Park – Council member Leon Garrison reported that the park bathrooms and floor were painted by a community service worker, and that he himself painted the tables black obliterate graffiti.

c) Commissions – Planning Commission member Dick Roush distributed a report to council:

August 22, 2011

Mayor Yates asked the Planning Commission for input regarding ideas for Community Development Planning Grants (see links below). The Planning commission discussed possibilities at the August 16, 2011 meeting and one potential Planning Grant that may qualify and benefit the City involves the existing gas pipeline running through the City and the City water supply. The gas pipeline runs through the City near one of the City water system wells and crosses the water main that supplies the Oakview Heights and McKenna Meadows housing areas. A gas line rupture because of earthquake, pipeline fatigue or explosion in that area could contaminate the water supply for that well or cut off the water supply to the Oakview Heights and McKenna Meadows housing areas.

A secondary problem exists as the gas line heads north from the well area and crosses under the railroad track and then parallels the track east of the Roy elementary School and the only City water tower. Gas pipeline explosions have already been caused by train derailments, so the potential exists for an explosion to damage the school or collapse the City water tower from a shock wave. The city needs to plan for these contingencies and that planning should include planning to qualify the City for a General Purpose Grant (see other awards below) to add an additional City water tower in the Oakview Heights/McKenna Meadows area or drill another City well away from the pipeline area. Should another well be drilled, additional water rights for the city should also be an issue.

The Planning commission does not have expertise in grant application writing, but perhaps the City Planner could help with this.

Ideas for Community Development Planning Grants

CDBG Planning Only Grants, WA Department of Commerce

Applications due: no later than October 31, 2011

All Community Development Block Grant funded activities must meet at least one of three national objectives of the program:

- Principally benefit persons of low- and moderate-income
- Prevent or eliminate slums or blight
- Meet urgent needs posing serious and immediate threat to public health or safety. (This objective is addressed through the CDBG Imminent Threat Grant program.)

Planning only grant program eligible activities

- Capital facility plans or infrastructure system plans
- Community development strategic plans
- Functional plans, in areas such as housing, land use, and economic development
- Individual projects plans and feasibility studies
- Small area and neighborhood plans
- Capital improvement plans
- Environmental studies

2011 General Purpose Grant Awards

2011 General Purpose Grant awards have been finalized. The 18 projects below were selected from 43 grant applications requesting over \$31 million.

Jurisdiction	Grant Award	Project
Town of Almira	\$600,000	Water system improvements.
Town of Cathlamet	\$1,000,000	New wastewater treatment facility.
Cowlitz County	\$220,072	Microenterprise assistance with in partnership with the Lower Columbia Community Action Program.
Ferry County / Curlew Sewer & Water District	\$600,000	Wastewater system development with Curlew Sewer and Water District.
Franklin County / Eltopia Water District	\$600,000	Water system improvements for the Eltopia Water District.
City of Grandview	\$975,000	Water, wastewater, street, and sidewalk improvements.
Kittitas County / Vantage	\$617,046	Upgrades to the Kittitas County Water District #6 wastewater treatment facility in Vantage.
City of Lacey	\$1,000,000	Senior center expansion with Senior Services for South Sound.
Lincoln County	\$700,000	Emergency response center in Sprague with Lincoln County Fire District #1.
City of Othello	\$920,000	Wastewater system improvements.
Town of Rosalia	\$543,100	Wastewater facility and water distribution system improvements.
City of Shelton	\$825,000	Homeless shelter with the Mason County Shelter.

City of South Bend	\$932,250	Stormwater system conveyance improvements and tide gates replacement.
Stevens County / Hunters Water District	\$629,600	Water system improvements in partnership with Hunters Water District.
Thurston County	\$767,412	Wastewater system assistance in the Woodland Creek and Covington Place Developments.
City of Tonasket	\$75,000	Wastewater system development along a portion of Bonaparte Creek.
City of Walla Walla	\$995,520	Street, sidewalk and fire protection improvements.
Walla Walla County	\$1,000,000	Community service center in Walla Walla.

He also reported that the planning commission met last week and discussed the pipeline ordinance and looked into ideas for planning grants. General purpose grants will be available again next year, and we could use a planning grant to set the stage for a project. We have a legitimate potential emergency situation with the proximity of the pipeline to the well, school, etc., and we should look at the criteria for the CDBG Imminent Threat Grant program and fit into some of the objectives. Maybe we could get another water tower by one of the subdivisions in the general purpose grant stage. He asked for input about which grant we should apply for to plan for this type of contingency. Income levels required for CDBG grants are an issue in some cases, but the safety issue seems to overrule that. The CDBG planning-only grant application is due October 31. It would help to have planning money to help us set the stage for getting help with the water system through the general purpose grant.

d) Committees –

Finance Committee – City Clerk/Treasurer Dearing mentioned the amended budget ordinance and water billing handout.

Community Day – Council member William Llewellyn reported that additional planning will take place later in the year.

12) BUILDING PERMITS: 11-09 unattached deck at 7901 292nd St. S.

13) ANNOUNCEMENTS: Council member Raczykowski reported that the RBO will purchase new flags, poles and hooks so that there will be one for each pole and two for city hall during rodeo. They will talk with the Boy Scouts about disposing of old flags.

14) OTHER MATTERS FOR COUNCIL CONSIDERATION: None.

15) ADJOURNMENT: Council member Raczykowski moved to adjourn the council meeting. Council member Bourne seconded the motion, which passed unanimously at 8:18 p.m.

_____, City Clerk/Treasurer
Debra Dearing

ATTEST: _____, Mayor
Karen E. Yates