

**City of DuPont
Regular City Council Meeting
February 12, 2008
7:00 p.m.**

- Call To Order:** Mayor Jenkins called the meeting to order at 7:00 p.m.
- Roll Call:** Those present were Mayor Jenkins and Councilmembers Coffey, Ehrenreich, Trotter, Westman, and Wilcox. Position 2 and 6 are vacant.
- Staff Present:** Those present were, Assistant City Administrator/Finance Director Schauer, City Administrator McDonald, City Attorney Kerslake, City Clerk Larsen, Community Development Director Darling, Interim Police Chief Ron Goodpaster, and Acting Fire Chief Bob Merritt. Fire Chief Jensen and Public Works Director Zahn were excused.
- Pledge:** Councilmember Trotter led the flag salute.

Approval of Agenda:

A motion was made and seconded to approve the agenda. Wilcox/Coffey 5/0 motion carried.
Resolution No. 08-337

Public Comment:

Darrell Reeck (1798 Jensen Ave) expressed support to increase public transportation in DuPont. He recommended that Council work on an action plan. A copy of Mr. Reeck's comments is on file with the City Clerk.

Kenneth Rohar (3015 Ridgeview Pl.) congratulated Mayor Jenkins on her election and expressed support for additional public transportation.

Beth Elliott (1485 Kittson St.) concurred with Mr. Reeck about public transportation stating that we need additional bus routes. She also volunteered to serve on a committee if one is formed.

Ismail Arslangiray (DuPont LLC P.O. Box 300) expressed concern for the lack of support on his construction project in DuPont. He stated that he wants to move the project forward.

Mike Davis, Edward Jones (1472 Montgomery St.) expressed support for the Visitor Readiness Report as a business owner, resident and DuPont Business Association (DBA) member. He also expressed support for the Visitor Readiness Task Force and a logo welcoming visitors for 5,000 years.

Mark Eakes, Forza Coffee Company (1520 Wilmington Dr. Ste. 100) expressed support for the Visitor Readiness Report and task force. He urged Council to continue supporting economic development, keep the subject on the agenda as a top priority, and consider possible staff for the task force.

Approval of Consent Agenda Items:

- Regular City Council Meeting Minutes – January 22, 2007;

- Claim Vouchers List – February 12, 2008;
- Resolution Authorizing a Temporary Police Sergeant;
- Gray & Osborne Addendum for NPDES Phase II Stormwater Program Work.

A motion was made and seconded to approve the consent agenda items. Wilcox/Coffey 5/0 motion carried.

Discussion:

Reauthorization of the Planning Agency

City Administrator McDonald stated that the City Council Rules of Procedure Section 9.3 provide for a sun-setting process for standing committees. The purpose of the process is to allow for a routine review of purpose and needs. He recommended investigating the purpose of the Planning Agency and bringing a Resolution back to Council to re-authorize the agency for an additional two years

Councilmember Westman requested an overview of the Planning Agency's roles.

Councilmember Coffey suggested that the Council recommend goals for the Planning Agency.

City Administrator McDonald stated that staff will bring back information on the Planning Agency's Responsibilities as well as a Resolution at the next meeting.

Draft Skate Park Site Analysis

City Administrator McDonald stated that Gray and Osborne has completed the analysis on two sites and introduced City Engineer Dominic Miller.

City Engineer Dominic Miller highlighted the findings of the analysis of both sites and suggested that the City move forward with the East site. He stated that the analysis was presented to the Park Agency; however, there was no definitive answer on which site to use. He recommended preparing a topographical study on the East site as the next step.

Council discussed oak management retention, reconsidering the stormwater retention pond, cost estimates, grounds maintenance, the SEPA process, and timelines.

City Engineer Dominic Miller recommended preparing a topographical study on the East site and partial storm water retention pond as an alternative.

Council concurred with Mr. Miller's recommendation.

Emergency Management Report

Emergency Services Specialist Lori Bisping provided an overview of the Emergency Management projects that the City has been working on for the last year including: training, the Comprehensive Emergency Management Plan (CEMP), the draft Hazard Mitigation Plan, and future projects.

Mayor Jenkins requested that Ms. Bisping's presentation be added to the City web site as well as the City's Emergency Management Plan, Hazard Mitigation Plan and CEMP.

Council Retreat Update

City Administrator McDonald stated that he is organizing a retreat for the Council to discuss goals and priorities and to work on team building. The retreat has been set tentatively for March 15, 2008.

Council discussed the format, agenda, location, new councilmember's attendance, and additional retreat when a full Council can be present.

Add Backs to Civic Center Project

Ross Swanson Civic Center Project Manager provided background information on the project schedule. He stated that we can look forward to update on the project at each Council meeting and on the City website. He highlighted each item which is recommended to be added back into the Civic Center project including: an elevator bay in the public safety building, a deck off of the kitchen area on the Fire Department side, a vehicle wash bay in the public safety building, and tenant review items in the City Hall and Public safety buildings.

Council discussed each item, costs, and alternatives.

Councilmember Coffey requested that Ross Swanson provide a list of the value engineered items to Council.

Council concurred to have staff provide additional information on the wash bay including the Department of Ecology's requirements and to move forward with all other add-backs that were presented.

Mayor's Report:

Provided an update on:

- Staff Interviews;
- May 17th Livable Communities Fair;
- Daddy Daughter Valentines Dance;
- Real Heroes Breakfast that took place on January 25th.

City Administrator's Report:

Provided an update on:

- Governor Gregoire's recommendation to place the flag at half mast to honor Staff Sergeant James E. Craig killed in Iraq;
- Fire Service Task Force Meeting;
- Town Hall Meeting with Congressman Adam Smith on February 20th at 6 p.m. at City Hall.

Councilmember Reports:

Councilmember Wilcox reminded the citizens that there are two open Council seats and that anyone who wished to apply should be prepared to spend a lot of time on the job.

Councilmember Coffey reported on a Change of command ceremony that she attended on Fort Lewis. She highlighted a portion of the Council Vacancy Process. Councilmember Coffey also provided an update on public transportation encouraging citizens to fill out the survey at City Hall regarding this issue. She stated that the surveys will be taken to Pierce Transit.

Mayor Jenkins stated that she is passionate about public transportation because she works for Pierce Transit and thanked Deputy Mayor Penny Coffey for representing DuPont on this issue.

Department Reports:

Councilmember Westman thanked Assistant City Administrator/Finance Director Schauer for a great job on the accounts receivable aging process and report. He expressed concern for pedestrian safety stating that a fatality in the community had occurred between a pedestrian and a bus. He requested that staff provide a report back to Council on how we can make DuPont more pedestrian friendly.

New Business:

Resolution Forming a Visitor Readiness Task Force (VRTF)

City Administrator McDonald provided background information on the formation of the task force.

Mayor Jenkins stated that a tentative date has been set on February 25th, at 10a.m. to organize the task force.

Councilmembers Wilcox, Coffey, and Trotter all volunteered to serve on the VRTF.

Council discussed Councilmember attendance, the possibility of a quorum of Councilmembers due to the vacant positions on Council, encouraging tourism, community partnerships, staff time, hiring a consultant to manage the VRTF, and how this may tie in with public transportation.

City Attorney Kerlake stated that she would research the quorum issue and report back to Council.

A motion was made and seconded to adopt a Resolution establishing a Visitor Readiness Task Force.

City Administrator McDonald recommended changing the Resolution to read three representatives from Council instead of two.

A motion was made and seconded to adopt the Resolution establishing a Visitor Readiness Task Force as amended. 5/0 motion carried. Resolution No. 08-338

Resolution voting for a Representative on the Zoo/Trek Authority Board

Assistant City Administrator/Finance Director Schauer provided background information on the Zoo/Trek Authority Board and the need to fill the vacancy.

Councilmember Coffey stated that she knows and highly recommends candidate Bobbi Alison.

A motion was made and seconded to adopt a Resolution electing a representative to fill Position 1 on the Zoo/Trek Authority Board. Coffey/Trotter 5/0 motion carried. Resolution No. 08-339

Public/Council Comment:

Kenneth Rohar (3015 Ridgeview Pl.) stated that he is a member of a group that advocates for seniors and will be attending Council meetings from time to time. He stated that two issues important in the Community right now seem to be transportation and Emergency Medical Response.

Ali Bailey (1287 Hudson St.) concurred with Councilmember Westman and expressed concern for pedestrian safety and school buses. She also expressed concern for confusion on which the investigating authority was on the most recent incident. She stated that she will also be bringing these safety issues to the attention of the School Board.

Jim Skinner (1463 Thompson Cir) as a Police Volunteer he recommended placing new signs on our City Stop signs to remind residents that there is no parking within 30 feet of a stop sign. He also stated that there is a wash rack in Lakewood that can accommodate 18-wheelers and buses and that they could probably accommodate a fire engine as well.

Agenda Item: 7a

Ismail Arslangiray (DuPont LLC P.O. Box 300) expressed concern about the costs of the add-back to the Civic Center Project. He clarified that his earlier comment about his construction project was regarding the Planning Department and not the Planning Agency.

Executive Session:

Mayor Jenkins recessed the meeting at 9:46 p.m. for 25 minutes to discuss potential litigation. Mayor Jenkins reconvened the meeting at 10:05 p.m. No action was taken.

Adjournment:

A motion was made and seconded to adjourn the meeting. Coffey/Wilcox 5/0 motion carried. The meeting was adjourned at 10:05 p.m.

City of DuPont:

Tamara L. Jenkins, Mayor

Attest:

Erin Larsen CMC, City Clerk