

**City of DuPont  
Regular City Council Meeting  
April 22, 2008  
7:00 p.m.**

- Call To Order:** Mayor Jenkins called the meeting to order at 7:02 p.m.
- Roll Call:** Those present were Mayor Jenkins and Councilmembers Bailey, Ehrenreich, Marin, Trotter, Westman, and Wilcox. Councilmember Coffey was excused.
- Staff Present:** Those present were, Assistant City Administrator/Finance Director Masko, City Administrator McDonald, City Attorney Beckwith, City Clerk Larsen, Community Development Director Darling, Interim Police Chief Ron Goodpaster, Public Works Director Zahn and Acting Fire Chief Bob Merritt.
- Pledge:** Councilmember Wilcox led the flag salute.
- Proclamation:** City Clerk Larsen read the Arbor Day Proclamation into the record. Councilmember Ehrenreich stated that at 1p.m. on April 25, 2008, at Ross Plaza the City would be hosting an event and planting a new tree in recognition of Arbor Day. He stated that this Proclamation gives citizens a chance to revisit the importance of our trees and discuss issues surrounding them. He stated that this is a first step toward the Tree City USA designation.
- Approval of Agenda:** A motion was made and seconded to approve the agenda. Wilcox/Trotter 6/0 motion carried.
- Public Comment:** None
- Public Hearing:**  
**DuPont Corporate Park Development Agreement for Tract X**  
*Community Development Director Darling* informed Council that DuPont Corporate Park LLC owns the property formerly known as the Intel West 90. They are proposing to begin developing Tract X and maintain approximately 7 acres as a landscaped open area. He stated that Tract X would be credited as a portion of the 20% total landscape requirement for the entire project.
- Councilmember Trotter* inquired as to why the entire project needed separate agreements and not just one.
- Community Development Director Darling* stated that this would establish a third lot separate from the other two. This will allow the owner to split the project if they choose to do so.
- Councilmember Westman* inquired as to where the remainder of the landscaping would occur on the other two lots.

*Community Development Director Darling* stated that most likely the reminder would occur around the perimeter of the property and possible on site spots.

*Councilmember Marin* inquired about the obligation to maintain Tract X.

*Community Development Director Darling* confirmed that the property owners would be responsible for landscaping maintenance.

*Mayor Jenkins* opened the Public Hearing at 7:15 p.m. and requested public comments. There being no comments the public hearing was closed at 7:16 p.m.

**Approval of Consent Agenda Items:**

- Special City Council Meeting Minutes – March 17,18, & 19, 2008;
- Regular City Council Meeting Minutes – March 25, 2008;
- Regular City Council Meeting Minutes – April 8, 2008;
- Claim Vouchers List – April 22, 2008;
- Accept Civic Drive Phase I;
- Approval of Water and Stormwater Documents for Williamson Pl Lots 9 & 10;
- Approval of a Mitigation Agreement for Williamson Lot 6;
- Approval of Mitigation Agreement for DuPont Corporate Park;
- Resolutions Approving a Development Agreement for DuPont Corporate Park Tract X.

A motion was made and seconded to approve the consent agenda items. Ehrenreich/Wilcox 6/0 motion carried. Resolution No. 08-345

**Discussion Items:**

**Visitor Readiness Report**

*Councilmember Wilcox* highlighted the projects that each of the three subcommittees is working on. He stated that he and Councilmember Westman are working with Public Works Director Zahn on signage for the interstate. He also recommended hiring a part time contract employee to assist the three subcommittees with their efforts.

*Mayor Jenkins and Council* inquired about the duration of the contract, cost, hours, budget and funding, how the position would interface with the City, and the scope of work.

*Assistant City Administrator/Finance Director Masko* confirmed that the funding would come from the Hotel/Motel Tax Fund not the General Fund.

*Councilmember Wilcox* stated that it would most likely be a long term program to promote DuPont. He apologized for a misunderstanding on the location of the last meeting and announced the next meeting on May 5<sup>th</sup>, at 10a.m. at City Hall.

**Mayor's Report:**

Announced the following events:

- Arbor Day Celebration on April 25<sup>th</sup> at Ross Plaza at 1p.m.;
- Community Impacts of a Growth Installation Meeting with Ft. Lewis May 1<sup>st</sup>;
- DuPont Arts and Crafts event at the DuPont Library on May 3<sup>rd</sup>;
- Ice Cream Social (TBA) watch the website for additional information;
- Golf Tournament & Auction (TBA) watch the website for additional information;
- ROA DuPont Annual Yard Sale June 21<sup>st</sup>;
- ROA Mom and Me at the Zoo Event June 27<sup>th</sup>;

- Council retreat to discuss priorities, goals and rules of engagement coming in May;
- Operation We Love Our Soldiers event August 22<sup>nd</sup> and 23<sup>rd</sup> to focus on Military Families.

**City Administrator's Report:**

- National Prayer Breakfast April 23, 7:30 a.m. Patriot's Landing;
- Meeting held with Lemay regarding automating all trash cans to rolling cans
- Meeting scheduled with John Bodenhammer of the DuPont Golf Course regarding the use of the property adjacent to Fort Lake;
- Informed Council of visitors from Poland and that a social occasion may be planned;
- Arbor Day Celebration on April 25<sup>th</sup> at Ross Plaza at 1p.m.;

**Councilmember Reports:**

*Councilmember Wilcox* provided an update on the Pierce County Regional Council Meeting he attended on April 17<sup>th</sup>. He stated that they are discussing issues such as, affordable housing, jobs, changing the planning process and transportation.

*Mayor Jenkins* announced that a Town Hall meeting is scheduled for May 6<sup>th</sup> at 7p.m. to discuss the Glacier Northwest Conditional Use Permit (CUP). She also announced that she will be delivering a "State of the City" report at Lakewood City Hall on May 6<sup>th</sup>.

**New Business:**

**Ordinance Adopting First Quarter Budget Adjustments – Second Reading**

*Assistant City Administrator/Finance Director Masko* provided background information on the proposed Ordinance and recommended approval.

A motion was made and seconded to adopt an Ordinance adopting first quarter budget amendments. Trotter/Marin 6/0 motion carried. Ordinance No. 08-858

**Ordinance Amending DMC Chapter 25 - Second Reading**

*City Administrator McDonald* provided a brief overview of the proposed Ordinance and recommended approval.

*Council* inquired about the limited ability of Council if the ordinance is approved, if changes have been proposed by any applicants at this time, public notices for changes, staff reports, and information, and the CUP process.

*Community Development Director Darling* highlighted the CUP process including public notices and stated that Parametrix would compile information for the current CUP submitted by Glacier.

*Council* discussed what role they should play in the process and a possible workshop on this topic.

A motion was made and seconded to adopt an Ordinance amending Ordinance No. 95-521. Ehrenreich/Wilcox 6/0 motion carried. Ordinance No. 08-859

**Agreement for Web Casting and Archiving of Council Meetings**

*City Administrator McDonald* provided a brief overview of the contract that would provide for hosting streaming video and archives of our Council meetings.

*Councilmember Ehrenreich* inquired as to how many hits our streaming video of our Council meetings is currently receiving or if that service is available.

*City Administrator McDonald* stated that he would look into this option.

*Councilmember Marin* inquired about the value the City is receiving.

*Mayor Jenkins* stated that she has heard positive feedback from the community.

A motion was made and seconded to authorize the Mayor to sign an agreement for webcasting and archiving services. Trotter/Bailey 6/0 motion carried.

**Approval of a Master On-call Agreement for Planning Services with Jones & Stokes**

*City Administrator McDonald* provided an overview of the proposed agreement. He stated that we currently have a vacancy in our Planning Department and need assistance. The first project will be the DuPont Corporate Park project.

*Councilmember Trotter* inquired about the location of the company.

*City Administrator McDonald* stated that they have a local office in Olympia.

*Councilmember Westman* thanked staff for the scope of work and inquired about the delivery and availability of the final staff report.

*Mayor Jenkins* stated that advance copies of the staff report could be provided to Council in their mail boxes.

*City Administrator McDonald* confirmed that the staff report is a public document that is required to be provided at least 10 days prior to any hearings.

A motion was made and seconded to authorize the Mayor to sign a master on-call agreement for planning services with Jones & Stokes. Ehrenreich/Marin 6/0 motion carried.

**Approval of a Master On-call Agreement for Planning Services with Parametrix**

*City Administrator McDonald* provided an overview of the proposed agreement. He stated that this is similar to the previous agreement but will specifically provide SEIS review for the Glacier Project.

*Councilmember Ehrenreich* inquired about the contract being specific to Glacier.

*City Administrator McDonald* confirmed that this is specific to Glacier.

*Councilmember Westman* thanked staff for the scope of work and inquired about the delivery and availability of the final staff report. He inquired about the meeting on May 6<sup>th</sup> and the availability of the consultant.

*Mayor Jenkins* stated that we can negotiate their schedule.

A motion was made and seconded to authorize the Mayor to sign a master on-call agreement for planning services with Parametrix. Ehrenreich/Trotter 6/0 motion carried.

**Public/Council Comment:**

*Mike Davis (1472 Montgomery St)* thanked Council for supporting the Visitor Readiness Task Force and moving forward with part time staff support.

*Councilmember Westman* requested that Council revisit the Ordinance that set the hearing examiners process.

*Mayor Jenkins* stated that we can add that topic to the list of Council workshop items.

**Executive Session:**

*Mayor Jenkins* recessed the meeting at 8:27 p.m. for 30 minutes to discuss personnel issues and the Fire Department Collective bargaining agreement. She stated that her husband is a DuPont Firefighter and will be excusing herself from the second half of the executive session regarding the Fire Department Collective bargaining agreement. Mayor Jenkins extended the executive session for an additional 15 minutes and then excused herself from the room. She reconvened the meeting at 9:15 p.m.

**Adjournment:**

A motion was made and seconded to adjourn the meeting at 9:15p.m. Bailey/Trotter 6/0 motion carried.

**City of DuPont:**

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Tamara L. Jenkins, Mayor

**Attest:**

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Erin Larsen CMC, City Clerk