

1995 10 30 Special meeting

LAKESWOOD CITY COUNCIL
SPECIAL COUNCIL MEETING
MINUTES

MONDAY, OCTOBER 30, 1995

7:00 P.M.

CLOVER PARK SCHOOL DISTRICT BOARD ROOM

STUDENT SERVICE CENTER

10903 GRAVELLY LAKE DRIVE SW, LAKESWOOD, WA 98499

CALL TO ORDER

The Special Council Meeting was convened at 7:05 p.m. by Mayor Bill Harrison.

PLEDGE OF ALLEGIANCE / PRESENTATION OF COLORS

The Pledge of Allegiance was led by Councilmember Jose Palmas.

ROLL CALL

Councilmembers Present: Mayor, Bill Harrison; Deputy Mayor, Claudia Thomas; Ann Kirk Davis; Colleen Henry; Jose Palmas; Doug Richardson; and Sherri Thomas.

Staff Present: Scott Rohlfs, City Manager; Gerri Rainwater, Interim City Clerk; Galen Kidd, Financial Assistance Director; and Dan Heid, City Attorney.

There were approximately 27 visitors present.

APPROVAL OF THE AGENDA

Councilmember Henry moved adoption of the Agenda as presented; motion seconded and passed unanimously.

APPROVAL OF MINUTES

Following Council and Staff review, the Minutes of the October 16, 1995, Council meeting were approved as presented by the Interim City Clerk.

MESSAGES FROM CITY MANAGER / DEPARTMENTS / CITY ATTORNEY

City Manager, Scott Rohlfs, reviewed and discussed with Council a document dated October 30, 1995, "City of Lakewood, Incorporation Work Plan - November 6, 1995". A copy is contained in the City Clerk's Meeting file.

The Mayor introduced the new City Attorney, Dan Heid; and Financial Assistance Director, Galen Kidd. Rohlfs also announced that Alice Bush had been hired as City Clerk, and that she would officially begin work on November 20, 1995, and had agreed to Clerk the November 13, 1995, Council Meeting.

PROCLAMATIONS, AWARDS, AND/OR APPOINTMENTS TO BOARDS

AND COMMISSIONS

Mayor Harrison read a Proclamation proclaiming Sunday, November 5, 1995, as "Lynn Valley Swifts Day" in acknowledgment of the upcoming Youth Soccer Canada/USA Exchange Game. The Proclamation was passed unanimously by Council.

GENERAL PUBLIC COMMENTS

J. B. Layne addressed the Council regarding his concerns about the City of Lakewood assuming ownership and operation of several recreational facilities that are currently under Pierce County jurisdiction. He encouraged the Council to move quickly to implement his request, and insist that the County release its control.

H. Redner, Commander of the American Legion-Lakewood Post #187, stated his organization is ready to work with the Lakewood City Council. He extended an invitation to those present to attend a Memorial Service at the Lakewood Community Center at 11 a.m. on November 11, 1995, in honor of Veterans' Day.

HEARING OF ORDINANCES FOR FINAL CONSIDERATION

[ORDINANCE NO. 95-1](#), AN ORDINANCE OF THE CITY COUNCIL OF LAKEWOOD, WASHINGTON, PROVIDING FOR THE ISSUANCE AND SALE OF A TAX ANTICIPATION NOTE OF THE CITY IN THE AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED \$1,500,000; PROVIDING FOR THE DISPOSITION OF THE PROCEEDS OF SALE OF SUCH NOTE; FIXING THE DATE, FORM, INTEREST RATE, TERMS, MATURITY AND COVENANTS OF SUCH NOTE; CREATING A NOTE FUND FROM WHICH THE PRINCIPAL OF AND INTEREST ON SUCH NOTE SHALL BE PAID; AND CONFIRMING THE SALE OF SUCH NOTE.

Nancy Neraas, Bond Counsel from Preston Gates & Ellis, explained the effects of the ordinance, which would in essence allow for a \$1.5 million line of credit for the City's start-up operations. Neraas responded to questions of Councilmembers regarding the rate of interest, the length of time the loan would be required, how the loan is repaid, and how the eight competing banks differed in their proposals. Neraas stated Sea-First Bank was chosen because their offer is competitive, and allows the City more flexibility. Mayor Harrison pointed out one of the preambles of the Ordinance indicated that an incorporation date had been established by the City. He stated the incorporation date would be set by Resolution later on in the meeting. City Attorney responded it would be appropriate for the Council to move forward with their action on this Ordinance, as language contained in the preambles does not carry the force of law, and the fact that both this Ordinance and the Resolution setting the incorporation date would be passed at the same meeting would further justify this action.

Councilmember Davis moved adoption of Ordinance No. 95-1; motion seconded and passed unanimously.

Mayor Harrison thanked the firm of Preston Gates & Ellis who have been assisting the Council with legal advice, and in particular Ms. Neraas for her assistance with this ordinance, and Mr. Robert Backstein who had been acting as Interim City Attorney, at no cost to the City.

[ORDINANCE NO. 95-2](#), AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON, ESTABLISHING SALARY, BENEFITS, AND WORKING CONDITIONS FOR CITY EMPLOYEES.

Rohlfs explained the contents of the Ordinance and Exhibits, stating he had researched what other jurisdictions have in place and felt this Plan represents an average of what is offered in jurisdictions of comparable sizes. Rohlfs provided Councilmembers with a document entitled "Salary Data - Cities and Towns"; a copy is contained in the City Clerk's meeting file. Following a discussion, Councilmember Richardson moved an amendment to Exhibit "A" to change the number of days of paid vacation from 12 to 10; motion seconded and passed unanimously.

Henry moved adoption of Ordinance No. 95-2, as amended; motion seconded and passed unanimously.

[ORDINANCE NO. 95-3](#), AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD ESTABLISHING HOLIDAYS OF THE CITY OF LAKEWOOD.

Rohlfs reviewed the proposed holidays for employees, stating the recommendation was typical of what other jurisdictions are offering.

Deputy Mayor Thomas moved adoption of Ordinance No. 95-3; motion seconded and passed unanimously.

[ORDINANCE NO. 95-4](#), AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON, ADOPTING A BUDGET FOR THE INTERIM PERIOD OF 1995.

Rohlfs provided a department-by-department overview of the proposed interim budget, stating he had used information

provided by the Transition Team, and his figures were slightly under those suggested by the Transition Team. He stated this budget is the one reviewed by the Council at a previous Study Session. Galen Kidd responded to questions of Councilmembers regarding the particular financial software that is recommended in the budget, stating it is the program he feels is most efficient, and one with which he is familiar. He has discussed this recommendation with a Transition Team representative, and they agree this would be the best program for Lakewood. Rohlfs explained his request for the personal services contracts allocation, stating he would most likely not need the entire amount.

Councilmember Davis moved adoption of Ordinance No. 95-4; motion seconded. The Mayor called for public testimony; there was no response. Ordinance No. 95-4 passed unanimously.

At 8:35 p.m. the Mayor recessed the Meeting; at 8:45 p.m. the meeting was reconvened.

INTRODUCTION AND / OR ACTION ON RESOLUTIONS

[RESOLUTION NO. R95-5](#), A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON, DESIGNATING COLUMBIA BANK AS THE OFFICIAL BANK FOR THE CITY.

Mayor Harrison stated that every bank branch located in Lakewood had been contracted regarding provision of services to the City. He stated after a review of the responses, it was the opinion of Council and Staff that Columbia Bank should be chosen. The Mayor stated that Bond Counsel, after reviewing all proposals offered, agreed that Columbia Bank is the best choice.

Councilmember Richardson moved adoption of Resolution No. R95-5; motion seconded. Deputy Mayor Claudia Thomas stated she would abstain from voting. The proposal passed on a voice vote with one abstention.

[RESOLUTION NO. R95-6](#), A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON, AUTHORIZING THE CITY MANAGER TO DESIGNATE THE CITY'S INTERNAL AUDITOR.

Rohlfs explained the role of the Internal Auditor, and how that person's activities meshed with those of the Washington State Auditor's. He stated Galen Kidd will be used in this capacity, although another individual may be named in the future. At the suggestion of Deputy Mayor Thomas, Rohlfs stated he felt the appointment of a Voucher Committee would be a good idea as a means of monitoring the position.

Deputy Mayor Thomas moved adoption of Resolution No. R95-6; motion seconded and passed unanimously.

[RESOLUTION NO. R95-7](#), A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON, AUTHORIZING ENROLLMENT IN THE ICMA 401K MONEY PURCHASE PLAN.

Following an explanation of the Resolution by City Manager Rohlfs, Councilmember Davis moved adoption; motion seconded and passed unanimously.

[RESOLUTION NO. R95-8](#), A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON, ADOPTING A DEFERRED COMPENSATION PLAN FOR CITY EMPLOYEES.

Councilmember Henry moved adoption of Resolution No. R95-8; motion seconded.

Councilmember Palmas pointed out that Exhibit "A" to the Resolution contained an error on Page 2, at the end of the first paragraph. The address shown therein is that of the Transition Team Chair, and should be changed to reflect the address of City Hall. The Mayor instructed Staff to insert the appropriate address.

Resolution No. R95-8 passed on a unanimous vote.

[RESOLUTION NO. R95-9](#), A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON, AUTHORIZING THE CITY MANAGER TO SOLICIT QUOTES FOR GENERAL LIABILITY AND PROPERTY LIABILITY INSURANCE, ERRORS AND OMISSIONS INSURANCE, PUBLIC OFFICIAL BONDS, AND INSURANCE BROKER SERVICES.

Rohlfs explained the City has been operating with a temporary insurance binder from Raleigh, Schwarz, and Powell, which also extended to the Gala Celebration. He stated the first annual premium would be approximately \$4,780.00, although there may be other employees who will have to be bonded.

Councilmember Henry moved adoption of Resolution No. R95-9; motion seconded and passed unanimously.

[RESOLUTION NO. R95-10](#), A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD ESTABLISHING THE OFFICIAL DATE OF THE INCORPORATION FOR THE CITY OF LAKEWOOD AS FEBRUARY 28, 1996.

Rohlf's set forth the rationale of why February 28, 1996, is the most advantageous date for the City of Lakewood to become officially incorporated, especially in terms of receiving maximum revenues.

Deputy Mayor Thomas moved adoption of Resolution No. R95-10; motion seconded. The Mayor called for public testimony; there was no response. The proposal passed unanimously, and received an ovation.

OTHER BUSINESS

Councilmember Palmas pointed out that he did not feel sufficient copies of documents coming before the Council were available for the public's review during the Council meeting. The City Manager stated in the future he would insure that ample copies are made available at each meeting.

Following a discussion among Councilmembers, Staff, vendors, and the public, Councilmember Sherri Thomas moved that the Council authorize the City Manager to execute a lease for office space for City Hall with the owners of the Peoples' Plaza; motion seconded and passed unanimously.

Following a discussion among Councilmembers and Staff, Councilmember Henry moved that the Council authorize the City Manager to execute a contract for the purchase of financial software and hardware, through the State of Washington contract; motion seconded and passed unanimously.

Council and Staff discussed the need for additional meeting dates, especially between now and the date of incorporation. It was suggested that Study Sessions be held to receive reports from the ten remaining Transition Teams. Council felt meetings and/or study sessions could be conducted once or twice each week, and instructed staff to prepare the necessary changes to the Council's meeting schedule. The Mayor stated the Council would meet on November 8, 15, and 29 at 6 p.m. at Interim City Hall.

Councilmember Palmas requested that Staff look at options of reducing taxes.

ANNOUNCEMENTS

Councilmember Richardson reported on a meeting he and the City Manager attended with State Representative Mike Carroll to discuss the pre-release program at Western States Hospital. He stated there would be weekly meetings on this subject in the future, and he would be reporting back to the Council.

Deputy Mayor Thomas stated she had attended a meeting regarding social services provided in the community, and how partnerships could be enhanced to address ways to reduce crime and address social problems in the community.

Mayor Harrison announced that County Executive Doug Sutherland had informed the Council that one of their Members would be considered for appointment to a vacant position on the Regional Transit Authority to fill a position on the Regional Transit Authority to fill a vacancy created by the resignation of County Councilmember Ken Madsen. The Mayor said Councilmembers Davis and Henry had indicated an interest to serve, and their names have been submitted to the County Executive for his consideration and possible appointment.

Councilmember Richardson stated the list of potential sites for the County jail now consists of nine locations, one of which is in the Lakewood area near 96th and South Tacoma Way. He stated the list is on file in the Transition Office for anyone wishing to review it.

Councilmember Palmas stated Representative Mike Carroll had indicated his interest in maintaining a liaison between the Lakewood City Council and the Legislature, especially during the Session. At the suggestion of Council, Staff was asked to obtain a copy of the Tacoma-Pierce County Chamber of Commerce legislative request package for review.

ADJOURNMENT

There being no further business, the Special Council Meeting was adjourned at 10:40 p.m.

Attest:

Interim City Clerk

Approved:

Mayor (Date)

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