

1996 09 23 SS

LAKWOOD CITY COUNCIL STUDY SESSION

MINUTES

Monday, September 23, 1996

City of Lakewood

City Council Chambers

9315 Gravelly Lake Drive SW

Lakewood, WA 98499

CALL TO ORDER

Mayor Harrison called the meeting to order at 7:02 p.m.

ROLL CALL

Councilmembers Present: 6 - Mayor Bill Harrison; Deputy Mayor Claudia Thomas; Councilmembers Ann Kirk Davis, JosÃ© Palmas, Doug Richardson, and Sherri Thomas.

Councilmembers Excused: 1 - Councilmember Colleen Henry.

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Staff Present: City Manager D. Scott Rohlfs; Deputy City Manager Andy Neiditz; City Attorney Dan Heid; Community Development Director David Bugher; Police Chief Nik Dunbar; Engineering Manager Bill Larkin; Human Resources Administrator Debi Young; Civil Engineer Ken Gunther; Principal Planner Roger Blaylock; and General Services Director/City Clerk Alice Bush.

FLAG SALUTE

The Pledge of Allegiance was led by Deputy Mayor Claudia Thomas by request of Mayor Harrison.

REPORTS BY THE CITY MANAGER

City Manager Rohlfs reported that staff has had two meetings with the Chamber of Commerce on the proposed changes to the sign ordinance. He explained that these changes have been forwarded to the Planning Advisory Board for their review and recommendation. He noted that the Planning Advisory Board will be holding public hearings on the proposed changes.

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City Manager Rohlfs reported on the recent negotiations concerning the distribution of storm drainage and surface water management funds to the City. He then distributed copies of the proposed distribution of surface water management funds.

City Manager Rohlfs reported that at the Pierce County Regional Council (PCRC) meeting last week, the PCRC elected not to support Lakewood's request to include the Arrowhead/Partridge Glen area in the City's Urban Growth Boundary area. He explained that the impact of this decision would prevent the City of Lakewood from annexing Arrowhead/Partridge Glen into the City of Lakewood. Mayor Harrison explained the PCRC's reasons for their decision. He explained that it was his opinion that the PCRC was more concerned about the process rather than providing citizens in the affected area an opportunity to make a decision on whether they wanted to annex to the City of Lakewood. City Manager Rohlfs indicated that the Pierce County Council will be holding a public hearing to receive comments on this matter. City Manager Rohlfs noted that the City could pursue appealing the decision if the Council desired. Discussion ensued on the procedures and process of the Pierce County Regional Council. Council directed

the City Manager to develop a strategy to overturn the PCRC's decision.

PROCLAMATIONS AND PRESENTATIONS

Progress report on water regulations enforcement.

Police Chief Nik Dunbar distributed copies of statistics on marine services on American and Steilacoom Lakes during July 21 through September 2, 1996. He explained that the Police Marine Services Unit consists of eight boats and 16 part-time members that serve Pierce County. He noted that 79 boat patrol hours were provided on American Lake totaling 139.5 overtime man hours and 41.5 boat hours were provided on Steilacoom Lake totaling 51.5 overtime man hours during this period. Discussion ensued on activating the use of volunteers. Staff indicated that a volunteer enforcement program could be developed for implementation next summer. Council requested that a public hearing be held on the proposed volunteer plan. Deputy Mayor Thomas suggested that consideration be given to the youth's request about designating certain hours on the lakes for designated activities and that various boating activities be allowed in certain designated areas to separate one type of activity from another.

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ITEMS FOR DISCUSSION

Amending the fee schedule for major variance fees to \$600 for single- family residential projects where the valuation does not exceed \$12,000.

Amending Section 18.75.040 of the Lakewood Municipal Code relative to streamlining variance provisions.

Principal Planner Blaylock reported that a public hearing was held by the Planning Advisory Board on the proposed fee schedule and streamlining the variance provisions by reducing the variance criteria from 14 to 4. Discussion ensued on the streamlining process and Council expressed their support of the new process.

Council recessed at 8:20 p.m. and reconvened at 8:30 p.m.

Amending Section 18.85.020 (E)(1) of the Lakewood Municipal Code relative to public notice procedures for administrative permits on administrative variance and use permits, short plats, large lot subdivisions, binding site plans, lot combinations, boundary line adjustments, home occupation permits and minor amendments.

Community Development Director Bugher indicated that the purpose of the proposed ordinance is to streamline and improve the public noticing procedures for certain administrative permits. Discussion ensued on when the neighbor consent notice would be implemented.

Creating Chapter 12.24 of the Lakewood Municipal Code relative to a Commute Trip Reduction Program.

Authorizing the City Manager to develop and execute an interlocal agreement with Pierce County to provide Commute Trip Reduction Program services for the City of Lakewood.

Engineering Manager Larkin reported that the City of Lakewood must adopt a Commute Trip Reduction Program pursuant to State law. The role of the employer is to reduce the number of trips and miles its employees commute alone to work. The major employers in the City of Lakewood must implement a Commute Trip Reduction Program. They include the City of Lakewood, Clover

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Park Technical College, Pierce College, Pierce County Community and Human Services, Pierce Transit, St. Clare Hospital and The Department of Social and Health Services-Western State Hospital. The goal of the employers is to reduce single-occupancy vehicle commute trips and vehicle miles traveled by 15 percent in 1995, 25 percent in 1997 and 35 percent by 1999. The City will have two years to reach the 1995 goal. Staff is recommending that the City contract with Pierce County to provide Commute Trip Reduction Program services for the City of Lakewood through

June 30, 1997. Mr. Larkin explained that Pierce County has indicated that the cost to provide these services will be approximately \$7,500, the amount of grant funds received by Pierce County for Lakewood's share.

Discussion ensued on the \$250/day penalty for violation of this program. Council requested that a list of those employers who have violated the \$250/day penalty be provided to the Council.

Providing for the employee Pay Plan, New Employee Compensation, Merit Based Salary Increases, Vacation Leave - Standard Form, Sick Leave - Standard Form, Combination Leave and Major Medical Leave.

Human Resources Administrator Young reported that the personnel policies being presented in the ordinance included providing for an employee plan, new employee compensation plan, merit based salary increases, vacation leave, sick leave, combined leave and major medical leave. She then reviewed each policy.

Discussion ensued on the merits of using a merit pay system and how it compared with other cities; clarification on the definition of the maximum accrual for vacation leave and the combination leave policies; and clarification on defining dependent care.

ITEMS SCHEDULED FOR THE OCTOBER 7, 1996 REGULAR CITY COUNCIL MEETING.

1 Amending the fee schedule for major variance fees to \$600 for single- family residential projects where the valuation does not exceed \$12,000.

2. Amending Section 18.75.040 of the Lakewood Municipal Code relative to streamlining variance provisions.

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3. Amending Section 18.85.020 (E)(1) of the Lakewood Municipal Code relative to public notice procedures for administrative permits on administrative variance and use permits, short plats, large lot subdivisions, binding site plans, lot combinations, boundary line adjustments, home occupation permits and minor amendments.

4. Creating Chapter 12.24 of the Lakewood Municipal Code relative to a Commute Trip Reduction Program.

5. Authorizing the City Manager to develop and execute an interlocal agreement with Pierce County to provide Commute Trip Reduction Program services for the City of Lakewood.

6. Providing for the employee Pay Plan, New Employee Compensation, Merit Based Salary Increases, Vacation Leave - Standard Form, Sick Leave - Standard Form, Combination Leave and Major Medical Leave.

7. Creating Chapter 10.22 of the Lakewood Municipal Code relative to bicycle helmet requirements. - (Ordinance)

8. Approving an investment policy for the City of Lakewood. - (Resolution)

9. Proclamation welcoming the Okinawa City, Okinawa, Japan visiting delegation to the City of Lakewood.

10. Proclamation declaring the week of October 6-12, 1996, as *Fire Prevention Week*.

Councilmember Palmas asked if there was a City Manager and Administration and Finance Committee of the Council as noted in the Investment Policy. City Manager Rohlfs indicated that no such committee exists and the policy would be amended to reflect that change.

BRIEFING BY THE CITY MANAGER

In response to the letter received by Tacoma Tofu moving out of Lakewood, City Manager Rohlfs reported that a representative from Tacoma Tofu did approach the City about building a manufacturing facility on Steilacoom Boulevard. City staff did indicate that the City's zoning in that area did not allow for a manufacturing facility. The representative then approached the City of Tacoma's planning staff asking for the same zoning. Tacoma also gave him the same answer. The head of Tacoma Tofu then went back to the City of Tacoma and

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explained that Tacoma Tofu was interested in looking for space to expand their business for refrigeration. City Manager Rohlfs explained that City staff did not

chase the firm away from the City of Lakewood; that there was just a misunderstanding in the type of zoning that the representative from Tacoma Tofu was really looking for.

City Manager Rohlfs reported that the 1996 budget was underspent by seven percent.

City Manger Rohlfs announced that there will be no City Council meeting on September 30, 1996.

CITY COUNCIL COMMENTS

Councilmember Davis reported that she will be making a presentation to the Fife and Edgewood City Councils on the Regional Transit proposal.

Councilmember Thomas announced that a meeting has been scheduled with the McChord Air Force Base on September 25, 1996, at 4:00 p.m. at McChord Air Force Base to discuss the Cross Base Highway Project. She requested that the Ad Hoc Committee on the Cross Base Highway Project meeting be held shortly after the September 25th meeting.

Councilmember Richardson congratulated the City's code enforcement officers for their efforts in picking up junk vehicles in the City of Lakewood. Mayor Harrison also congratulated the code enforcement officers' efforts.

Deputy Mayor Thomas thanked Civil Engineer Ken Gunther for his suggestion on how to use the five percent set aside for street lighting projects.

Deputy Mayor Thomas then announced that a meeting will be held on October 2, 1996, at 6:30 p.m. by the Pierce County Department of Community Services, concerning Community Development Block Grant funding.

Mayor Harrison announced that two meetings are scheduled on September 30, and October 7, 1996, with State and mental health staff on proposed solutions regarding Fort Steilacoom Park. Mayor Harrison requested that the City Manager or City Attorney attend these meetings to help alleviate any concerns that might be discussed at these meetings.

Mayor Harrison noted that copies of a letter from Clover Park School District regarding a joint meeting with the School Board and the City Council was provided to all Councilmembers.

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Mayor Harrison announced that the last release of figures as of 1:00 p.m. on September 23, 1996, regarding the Arrowhead/Partridge Glen annexation were as follows: NO votes - 376; YES votes - 343.

Mayor Harrison indicated that in a conversation with a reporter from the *Tacoma News Tribune* the reporter indicated that at a meeting of the Parkland/Spanaway community group, Pierce County Councilmember Ken Madsen was quoted as saying that the City of Lakewood was in debt in the amount of \$60 million. Councilmembers suggested that City staff provide the *Lakewood Journal* and the *News Tribune* an article or an insert on the City's current budget status.

ADJOURNMENT

There being no further business, the meeting adjourned at 10:45 p.m.

BILL HARRISON, MAYOR

ATTEST:

ALICE M. BUSH, CMC

CITY CLERK