

**CITY COUNCIL
STUDY SESSION
January 2, 2024**

ATTENDEES: Council members Anderson (via Zoom), Bergerson, Arsanto, Bender, Smith, Burbank and Green.

Also in attendance were Mayor Burkett, City Administrator Brunell, Finance Director Hines, City Attorney Olbrechts, Parks and Recreation Director Snodgrass, Police Records Clerk Burkett, and Deputy City Clerk Clark.

Mayor Pro Tem Smith called the regularly scheduled meeting to order at 6:00 PM.

Final Draft PRO's Plan Review:

Early summer of 2023 the City began to update the Parks, Recreation and Open Space Plan. The City was ineligible for some grants because the previous plan had expired in 2015. On the direction of the Council the City was able to bring forth a complete PRO's plan to be put in a competitive position for future grant cycles. The purpose of the PRO's plan is to:

- Identify community priorities for parks, recreation, and open space.
- Guide decision-making on acquiring, developing, or enhancing parks, facilities, and programs.
- Ensuring equitable access to open spaces and recreation opportunities for all residents.
- Make the community eligible for state and federal grants.

For long-term planning for our spaces the City conducted a 6-week public survey which included 407 responses from a wide range of citizens. Through that process they reviewed plans with the Citizen's Advisory Commission, Planning Commission, Senior Citizens Advisory Commission, Foothills Historical Society, the Youth Center leadership team, and City Council. Main concerns that Council mentioned was to focus on the trail corridor and honoring names of the parks.

Comcast Franchise Agreement:

City Attorney Olbrechts gave an overview of how the City and Comcast have gone through several rounds of negotiations over the 2023 Comcast franchise agreement. The final agreement is very similar to the agreement that Wilkeson and Pierce County have with Comcast. The proposed franchise agreement is for ten years, whereas the previous agreement was for five years. The 2023 franchise agreement is substantially reworded from the 2008 agreement, but the requirements have not changed radically.

City Hall Project:

City Administrator Brunell presented an overview for the remodel of City Hall, and this is also a remodel that can handle growth for years to come and staff space. As of today, there is insufficient space to accommodate existing staff, we have outgrown the filing area and there is no conference room or meeting room. The Planning and Building department have also outgrown their space at the multi-purpose center. The Council has previously discussed the value of having all administrative functions located in one place. This would make it easier for citizens to engage with various departments. The Council was also given three options for the roof line.

Finance Director Hines broke down the beginning of the 2024 budget and what it would be for the remodel and other projects. Council would like to move this to next weeks Council meeting.

Review of Council Committees:

City Administrator Brunell and Mayor Burkett introduced the option of restructuring our Council Committees topics and meeting frequency. The recommended committees are:

- Admin/Finance/Public Safety
- Development Services and Transportation
- Parks and Community Services

The Council can volunteer to serve as the liaison to the Planning Commission, Senior Advisory Commission, Citizens Advisory Commission, Economic Development – BDA/Chamber, and regional meetings at PSRC/PCRC.

With nothing further, the Study Session was adjourned at 7:44 PM.

Courtney & Brunell
City Administrator

Donald A. Smith
Mayor
Pro-tem

Prepared by: Jessica Clark, Deputy City Clerk