

**CITY COUNCIL
STUDY SESSION
January 3, 2023**

ATTENDEES: Council members Rose, Sundstrom, Anderson, Burbank, Smith, Arsanto, and Green.

Also in attendance were City Administrator Brunell, Finance Director Hines, Fire Chief Skogen, Asst. Fire Chief Olsen, Police Chief Alfano, Building and Planning Director Terrell, Public Works Director Banks, City Attorney Olbrechts and Deputy City Clerk Clark.

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

Council Discussion Rules:

City Attorney Olbrechts can help create an ordinance for Council rules and procedures. This can be just a starting point, but at least Council will have a code to follow. This ordinance will be a formality of Roberts Rules of Procedure. Council member Sundstrom thinks this would be good management skills but does have a couple concerns that are available on the recording.

Amendments to Purchasing Code:

City Attorney Olbrechts brought forward standard rate increases for contracts for consulting and what will need to be approved by Council. City of Buckley Council rates for approval are pretty low compared to other cities our size and this money will already be approved in the budget. This would allow the Mayor to approve contracts up to \$15,000 and that is up from the \$7500 that is in effect now. This would help so Council would not have to take up time at the Committee meetings and this amount can be amended as Council sees fit. Council member Green wanted to see if any purchases were denied for \$15,000 or under by Council, and there is nothing that Council is aware of. Mayor Burkett would like to see if this is approved up to the \$15,000 that the staff just let Council know for transparency.

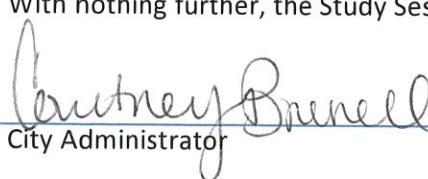
Amendments to Parking Code:

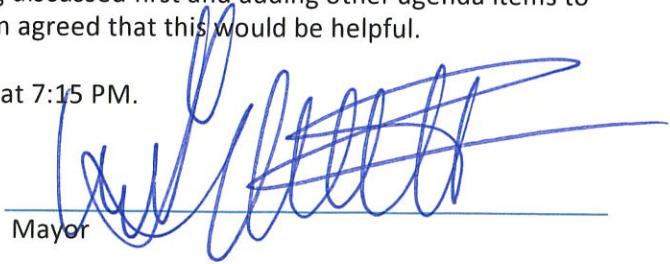
Building and Planning Director Terrell updated the Council on the parking code amendment. Buckley Downtown Association and Chamber of Commerce have met and the biggest headache for businesses downtown is no parking. She let them know that they can enter into a shared parking agreement. She would like Council to request to bring this to Planning Commission for a recommendation.

First Quarter Council Schedule:

Over the last month City Administrator Brunell has met with department heads and has gone over an organizational work plan. One item mentioned was what items could be added to the Council consent agenda to save Council and staff time. Council will be able to pull an item off consent agenda if they would like to discuss it further. City Administrator Brunell handed out a tentative schedule of topics on Council meetings and study sessions for first quarter 2023. Council member Burbank really appreciated the handout and is a big fan of high importance items being discussed first and adding other agenda items to the consent agenda. Council members Smith and Green agreed that this would be helpful.

With nothing further, the Study Session was adjourned at 7:15 PM.


Courtney Brunell
City Administrator


Mayor

Prepared by: Jessica Clark, Deputy City Clerk