

1. 8:00 A.M. City Council Special Meeting Materials

Documents:

[01-25-25 SM.PDF](#)

[AGENDA 01-25-25.PDF](#)

**UNIVERSITY PLACE CITY COUNCIL
Special Council Meeting
Saturday, January 25, 2025, 8:00 a.m.**



Note: Times are approximate and subject to change.

**CITY HALL COUNCIL CHAMBERS
3609 Market Place W.
University Place, WA 98466**

AGENDA

- | | |
|------------|---|
| 08:00 a.m. | BREAKFAST |
| 08:35 a.m. | CALL MEETING TO ORDER |
| 08:40 a.m. | MAYOR'S REMARKS/FACILITATOR OPENING |
| 08:45 a.m. | GUEST SPEAKER - Ryan Mello, Pierce County Executive <ul style="list-style-type: none">▪ County Executive Priorities<ul style="list-style-type: none">- World Cup (Chambers Bay Events)▪ U.P. and County Related Projects (City staff)<ul style="list-style-type: none">- Sewers▪ Q & A |
| 09:45 a.m. | <u>COUNCIL ASSIGNMENTS (COMMISSIONS, COMMITTEES, etc.)</u> |
| 10:00 a.m. | BREAK |
| 10:10 a.m. | <u>2025-2026 COUNCIL GOALS IMPLEMENTATION (Staff Report)</u> <ul style="list-style-type: none">▪ Proposed Outcome Measures<ul style="list-style-type: none">- Recreation (40 minutes)- Economic Development (20 minutes)- Health in All Policies (15 minutes)- Climate Action Plan (15 minutes)- Affordable Housing (30 minutes) |
| 12:10 p.m. | LUNCH |
| 12:50 p.m. | <u>30th BIRTHDAY CELEBRATION</u> <ul style="list-style-type: none">▪ Staff Presentation/Draft Plan<ul style="list-style-type: none">- Funding sources, activities- Location(s) and Date(s)▪ Council Feedback and Next Steps |
| 02:20 p.m. | BREAK |
| 02:30 p.m. | <u>COUNCIL RULES AND PROCEDURES</u> <ul style="list-style-type: none">▪ Council Agendas (Review Procedure)▪ Council Meeting Start/End▪ Council Comments/Reports (Time Limit?)▪ Proclamations/Recognitions (Criteria and Process)▪ Presentations (Criteria and Process, Study Session v. Q&A)▪ Appointment of Advisory Commissions (Interviews for Incumbent)▪ Finance Committee (Full Council Quarterly Update, Special Meeting) |

03:50 p.m. **CLOSING COMMENTS**

04:00 p.m. **ADJOURNMENT**

***PRELIMINARY CITY COUNCIL AGENDA**

February 3, 2025

Regular Council Meeting

February 18, 2025

Regular Council Meeting

March 3, 2025

Regular Council Meeting

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Regular Council Meeting

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City of University Place Council Retreat 2025



County Executive Ryan Mello

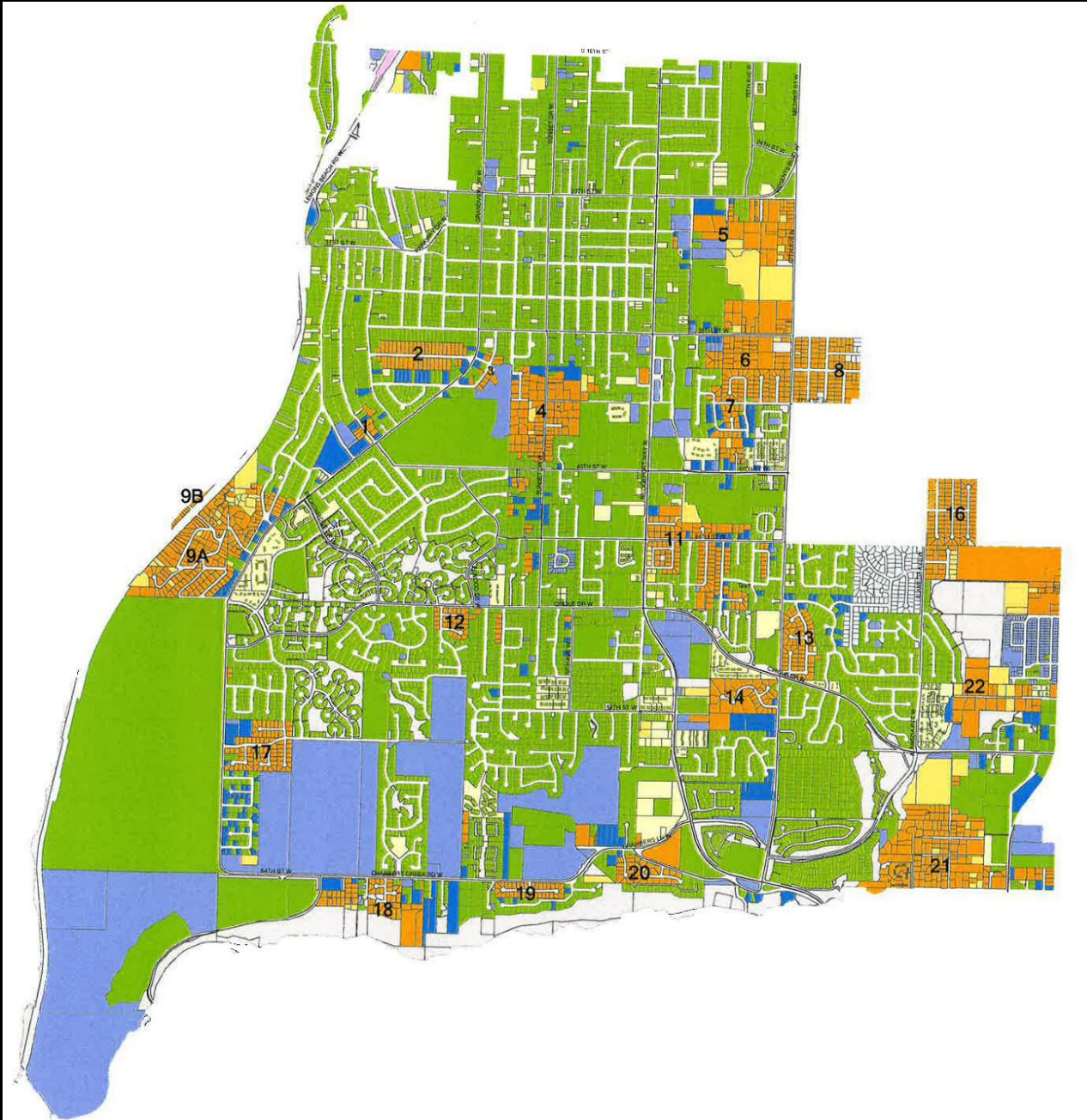
County and City Partnership

- COUNTY SERVICES
 - TRAFFIC SIGNALS
 - CHIP SEAL
- PUBLIC SAFETY
 - POLICE
 - EMERGENCY MANAGEMENT





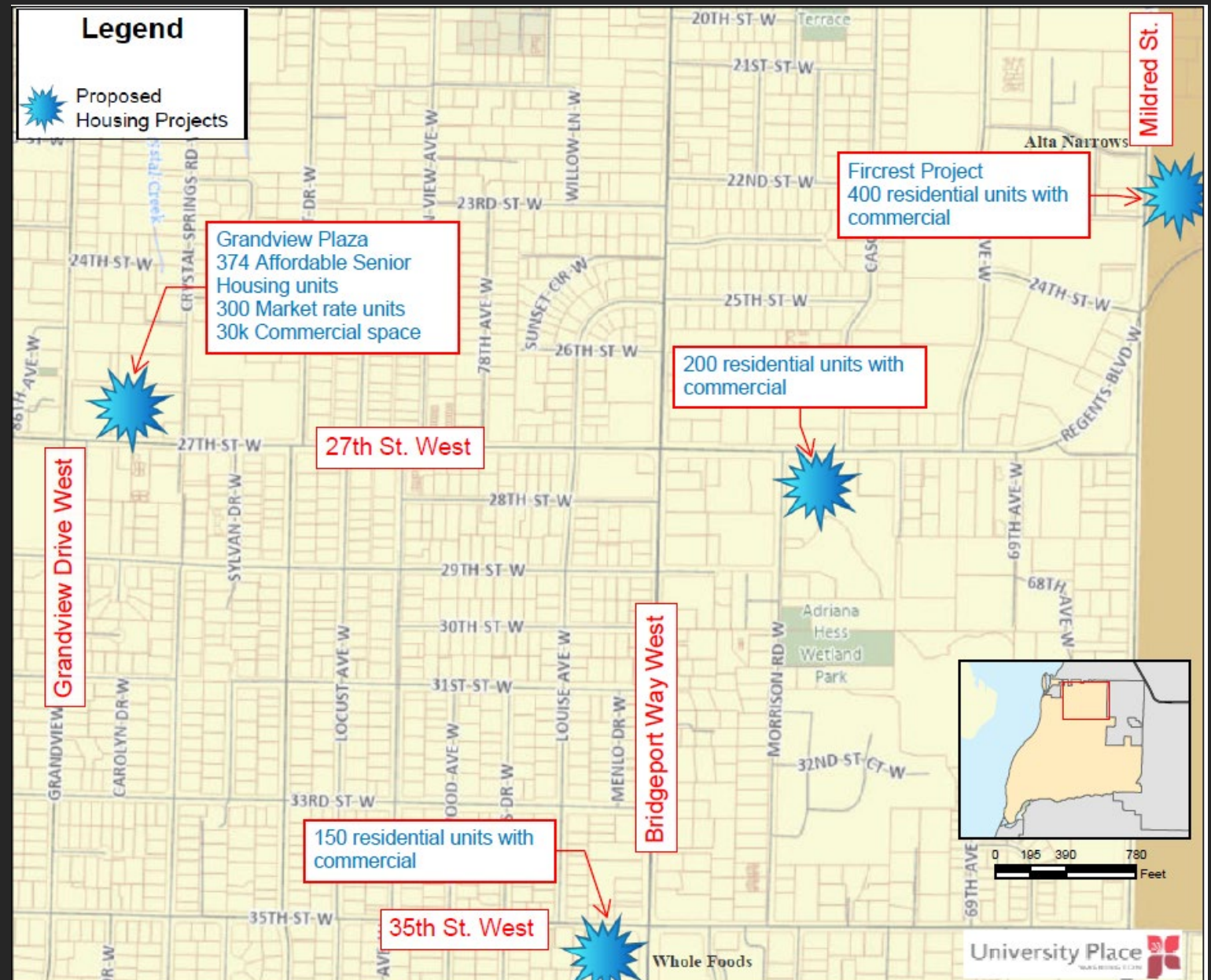
Sewers



- 22 Areas Not Served by Sewer
- Estimated Cost \$65M
- ARPA Funding: \$5.7M
- State Grant: \$291K
- County funding: \$500K (57th St.)

Opportunities for collaboration

- Update the interlocal with Tacoma for capacity. This is affecting housing projects in UP, Fircrest and Tacoma.
- Review times for commercial tenant improvements. This issue creates a challenge for economic development within the City.
- Allow multiple food services establishments located in the same building to use the same grease interceptor. This is a significant barrier to entry for new restaurants in the City.





Council Assignments

CITY OF UNIVERSITY PLACE

COMMITTEES AND REPRESENTATIVES' ASSIGNMENTS – 2024

City Council Committees/Liaisons	Figueroa	Wood	Flemming	McCluskey	Worthington	Boykin	Grassi
Pierce County Mayors & Executive*	XX	X					
Pierce County Cities and Towns*	XX	X					
Legislative and Intergovernmental*	XX	X	X				
Pierce County Regional Council		X	XX	XX			X
Rainier Communications Commission					XX		
South Sound Housing Affordability Partners (SSH ³ P)			XX	X			
Pierce County Opioid Abatement Council					XX		
Commission Interview Committee			XX			X	X
Community Connector Program 16 th CAB	XX	X	X	X	X	X	X
Association of Washington Cities***	X	X	X	X	X	X	X
National League of Cities (NLC)***	X	X	X	X	X	X	X
Affiliated Commissions/Committees							
PCRC Committees ▪ Pierce County Climate Conversation ▪ Zoo Trek Authority		X		X			
Puget Sound Regional Council Committees ▪ Transportation Policy Board (Alt.)		X					
AWC Committees ▪ Legislative Priorities Committee			X				

XX = Designates Chair or Lead Responsibility

X = Designates Representation

*** = Designates Mayor or Designee**

***** = Non-U.P. Assignment**

CITY OF UNIVERSITY PLACE

COMMITTEES AND REPRESENTATIVES' ASSIGNMENTS – 2025 Changes

City Council Committees/Liaisons	Figueroa	Wood	Flemming	McCluskey	Worthington	Boykin	Grassi
Pierce County Mayors & Executive*	XX	X					
Pierce County Cities and Towns*	XX	X					
Legislative and Intergovernmental*	XX	X					
Pierce County Regional Council							
Rainier Communications Commission							
South Sound Housing Affordability Partners (SSH ³ P)							
Pierce County Opioid Abatement Council							
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2025 – 2026

COUNCIL GOALS REVIEW

2025-2026 Council Goals

- Recreation: Establish a recreation initiative to enhance the quality of life for residents of all ages with a focus on youth and seniors. Partner with organizations to develop tailored recreational solutions, provide ongoing parks maintenance support and program development.
- Economic Development: Foster economic development by prioritizing the diversification of city revenue and strategic collaboration on projects that enhance the quality of life for our residents and drive sustainable growth for our business districts.
- Health in All Policies: Integrate health considerations into policymaking through a “health in all policies” approach aligned with the Growth Management Act. Establish a checklist for staff and commissions to assess and report on legislative choices, utilizing defined health considerations to ensure comprehensive decision-making with a focus on University Place.
- Climate Action Plan: Develop a climate action plan, either stand-alone or as part of the Comprehensive Plan. Look at the intersection between climate action and public safety (wildland/urban interface, coastal properties) and seek solutions. Apply for and seek grant funding to address these issues.
- Affordable Housing: Stimulate affordable housing development in U.P. by incentivizing developers to build condos, townhomes, and other alternative middle housing ownership opportunities. Prioritize the creation of attractive and accessible affordable housing options in the community.

Recreation

Recreation: Establish a recreation initiative to enhance the quality of life for residents of all ages with a focus on youth and seniors. Partner with organizations to develop tailored recreational solutions, provide ongoing parks maintenance support and program development.



Youth Recreation Potential Outcomes

- Council approval of partner ILA with Fircrest (2025)
- Council approval of school district ILA amendment (2025)
- Youth sport trial to begin with (softball/baseball/basketball)
- Council budgeted \$25K for 10 years (\$250K)

Senior Recreation Potential Outcomes

- Study potential senior recreation services (2025)
- Identify potential partners for senior recreation services
- Develop senior recreation services webpage

Specialized Recreation Program

- Evaluate recreation programs for residents with special needs
- Review partnering with County
 - Program offerings: arts/leisure, camps, special events, fitness and sports, etc.
 - Metro Parks Tacoma, City of Puyallup, City of Sumner, City of Lakewood, PenMet Parks
 - \$20,000 total cost, approximately for 100 users (\$191/user)



Economic Development

Economic Development: Foster economic development by prioritizing the diversification of city revenue and strategic collaboration on projects that enhance the quality of life for our residents and drive sustainable growth for our business districts.

Economic Development Potential Outcomes

- Promote City business districts (e.g., promotional video/social media)
- Expand awareness of existing businesses (business community profile)
- Wayfinding signs – construction begins 2025 (\$210K total \$160K was ARPA)
- Completion of 27th Street and Town Center business district plans (\$95K ea. ARPA)
- Work with partners to collaborate with the County (sewer utility) to improve permitting review times
- Design and participate in placemaking with owners of significant properties – i.e., Grandview Plaza, façade/frontage improvement program (\$30K)

Health in All Policies

Health in All Policies: Integrate health considerations into policymaking through a “health in all policies” approach aligned with the Growth Management Act. Establish a checklist for staff and commissions to assess and report on legislative choices, utilizing defined health considerations to ensure comprehensive decision-making with a focus on University Place.



Health in All Policies

Potential Outcomes

- Meet with TPCHD and review their work in this area
- Define health and its scope
- Develop U.P.-centric checklist
 - Review with commissions for feedback
- Update council bill form to show health in all policies consideration

Climate Action Plan

Develop a climate action plan, either stand-alone or as part of the Comprehensive Plan. Look at the intersection between climate action and public safety (wildland/urban interface, coastal properties) and seek solutions. Apply for and seek grant funding to address these issues.



Climate Action Plan Potential Outcomes

- Identify statutory requirements
- Apply for the Dept. of Commerce Grant for the new Climate Resiliency Comprehensive Plan Element
- Develop a separate climate action plan (\$75K) that considers local goals, policies and strategies including, but not limited to:
 - EV charger strategy
 - City Hall building energy/battery backup
 - Data and analysis of tree canopy, emissions, heat maps, climate impacted flooding
 - Emergency management interface
 - Public education, new webpage for climate action

Affordable Housing

Affordable Housing: Stimulate affordable housing development in U.P. by incentivizing developers to build condos, townhomes, and other alternative middle housing ownership opportunities. Prioritize the creation of attractive and accessible affordable housing options in the community.



Affordable Housing Potential Outcomes

- HB1110 compliance
- Continue Implementation of Housing Action Toolkit
 - Consideration of R3 zone (gentle density)
 - Create cottage housing ordinance
 - Improve small lot development standards
 - Pre-approved accessory dwelling unit plans (\$50K budgeted)
- Host development forum, partner with Lakewood
- Continued participation in SSHA³P



30th Birthday Celebration



You're invited...

To celebrate our City's 30th Birthday!

Come join us as we honor three decades of growth, community, and memories.

When: Fri., August 1, 2025, 4:00 p.m. – 9:00 p.m.
Sat., August 2, 2025, 4:00 p.m. – 11:00 p.m.

Where: Market Square (Friday festivities)
Cirque Park (Saturday festivities)

What: Activities for all ages

Three Birthday Celebration Options

Option 1 \$126,700	Cost	Option 2 \$106,200	Cost	Option 3 \$96,200	Cost
Friday 4-9 p.m. Market Square (3 Bands)		Friday 4-9 p.m. Market Square (2 Bands)		Friday 4-9 p.m. Market Square (1 Band)	
Musical Entertainment	\$39,700	Musical Entertainment	\$37,200	Musical Entertainment	\$27,700
Outdoor Market	\$0	Outdoor Market	\$0	Outdoor Market	\$0
Saturday 4-11 p.m. Cirque Park		Saturday 4-11 p.m. Cirque Park		Saturday 4-11 p.m. Cirque Park	
Movie in the Park	\$28,800	Movie in the Park	\$28,300	Movie in the Park	\$27,800
Skate Jam	\$15,500	Skate Jam	\$13,500	Skate Jam	\$13,500
Interactive Arts	\$15,500	Interactive Arts	NA	Interactive Arts	NA
Security and Police	\$3,000	Security and Police	\$3,000	Security and Police	\$3,000
Honey Buckets	\$1,500	Honey Buckets	\$1,500	Honey Buckets	\$1,500
Shuttle Service (if needed)	\$4,000	Shuttle Service (if needed)	\$4,000	Shuttle Service (if needed)	\$4,000
16 th CAB Community Connector	\$300	16 th CAB Community Connector	\$300	16 th CAB Community Connector	\$300
Police/Fire (Display/Booth)	\$300	Police/Fire (Display/Booth)	\$300	Police/Fire (Display/Booth)	\$300
School	\$300	School	\$300	School	\$300
Large Décor (Large Cake Display/Archway)	\$2,500	Large Décor (Large Cake Display/Archway)	\$2,500	Large Décor (Large Cake Display/Archway)	\$2,500
Humane Society Pet Adoption	\$300	Humane Society Pet Adoption	\$300	Humane Society Pet Adoption	\$300
Promotion/Printing	\$7,500	Promotion/Printing	\$7,500	Promotion/Printing	\$7,500
Swag Production	\$7,500	Swag Production	\$7,500	Swag Production	\$7,500

Skate Jam

- Professional Show
- Kids Competition
- \$15,500



Interactive Artists

- Sandcastle artist
- Chalk artist (interactive with children)
- \$15,500





Council Rules and Procedures

Council Agendas

7.4 Approval of the Agenda (Part)

All items to be included on the Council's agenda for consideration should be submitted in full to the City Clerk by noon of the Tuesday preceding each regular Council meeting. The City Clerk and City Manager shall then prepare a proposed agenda according to the order of business, with consultation by the Mayor and Mayor Pro Tem. If either the Mayor or Mayor Pro Tem are not available during an agenda-setting meeting, an attempt should be made to have another Councilmember participate in the agenda-setting meeting as a substitute. A final agenda will then be prepared by the City Clerk and distributed to Councilmembers as the official agenda for the meeting.

An item may be placed on a Council meeting agenda by any of the following methods:

1. Council consensus is defined to be general agreement as determined by the Mayor.
2. By the City Manager.
3. By the Mayor.
4. By any two (2) Councilmembers.

During the meeting subject to the agenda, Councilmembers may by majority vote modify the agenda, including additions and deletions, to the extent allowed by law.

[Remainder omitted]

Council Meeting Start/End Times

SECTION 6. MEETINGS (Part)

- A. Regular Meetings. Regular meetings will occur as provided by resolution of the City Council.
(Resolution 890: The City Council shall hold its regular meetings on the first and third Monday of each month commencing at 6:30 p.m. at the Council Chambers.)
- * * *
- C. Adjournment. Regular and Special Council meetings shall adjourn at 9:00 p.m. The adjournment times established hereunder may be extended to a later time certain upon approval of a motion by a majority of the Council. During Regular and Special Meetings, any Councilmember may call for a “Point of Order” at 8:30 p.m. to review agenda priorities. After adjournment of Council meetings, City Hall will remain open for 15 minutes to allow for closing procedures. In the event that Council adjourns to Executive Session, staff will secure the equipment and leave City Hall open until the final adjournment.

Council Comments and Reports

7.11 City Council Comments

The Mayor and Councilmembers may take this opportunity to make comments, extend compliments, express concerns, report to the Council as Board, Committee and Commission liaisons, or make announcements concerning any topic they wish to share. Councilmembers are encouraged to use this time to make reports on the activities, meetings, or issues arising from their service as a designated City representative to a community or intergovernmental organizations or agencies.

Proclamations, Recognitions, and Presentations

7.5 Proclamations and Presentations

A proclamation is defined as an official announcement made by the Mayor or the City Council.

City Council Proclamations are made for the purpose of recognition of an individual, group or event. City Council Proclamations shall be publicly read at a City Council meeting and presented to a representative(s) of the event during the Council meeting.

A presentation is defined as an official report presented by an individual(s) and/ or special interest group at a City Council meeting. This may also include specific items brought forward at the request of the City Manager in order to properly brief the City Council and public about City business and/or matters of public concern.

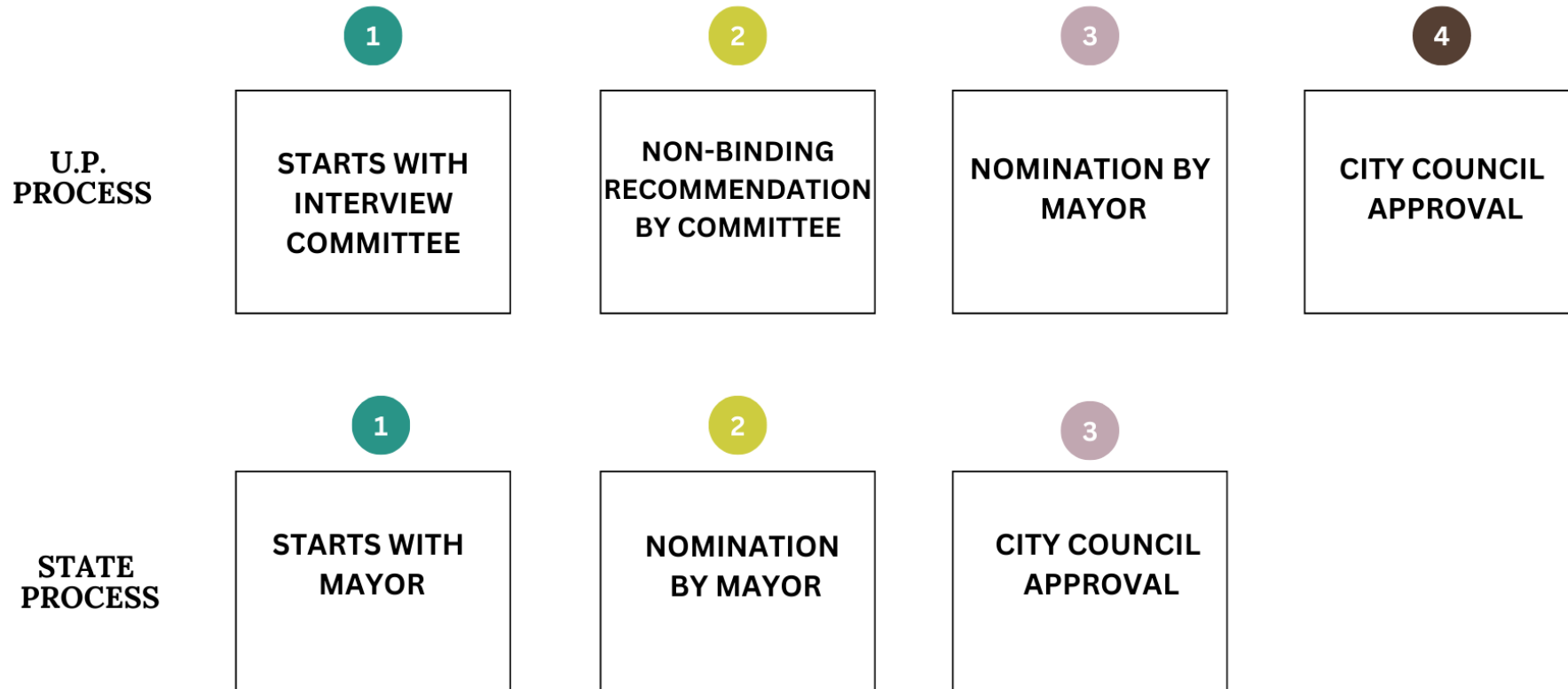
Study Sessions

7.12 Study Sessions

Study Sessions will be informal in nature and for the purpose of discussing, investigating, reviewing or studying matters of City business with City staff for informational purposes. In addition, individuals may petition to appear on the agenda of a future Study Session to address the Council on specific issues or requests. Such petitions should be directed to the City Clerk or the City Manager for scheduling on a future Study Session agenda as time allows.

Appointment of Advisory Commissions

U.P. COMMISSION PROCESS VS. STATE LAW



Advisory Commissions Cont'd

1.35.080 Appointment process for advisory commissions.

- A. Advertisement for commission vacancies will be posted by the City Clerk's office. The Human Resources Department will conduct background checks on all applicants.
- B. Review of applications and interviews of candidates will be performed by a City Council subcommittee comprised of no more than three Council Members appointed by the City Council each year on a rotating basis to ensure all council members participate. In considering appointments, the subcommittee will confer with the City Attorney and Police Chief regarding any applicant criminal history disclosed by a background check.
- C. The subcommittee's recommendations will be provided to the full Council and inform the Mayor's final appointments, but are not binding on the Mayor. The Mayor's appointments will be reviewed for confirmation by vote of the full City Council. The full Council, by majority vote, may choose to interview all of the Mayor's appointments to any commission, or all commissions.
- D. It is the Council's intent that in making appointments to any and all advisory bodies, that the Council should seek to afford the greatest number of University Place residents the opportunity to serve for a time on commissions, and should seek to appoint commissioners who are residents and who are representative of the diversity of our community.

Finance Committee

Finance Committee – The City Council shall meet as it deems necessary as a Finance Committee comprised of all City Council Members. The Finance Committee may be scheduled for any regular or special City Council meeting to review City finances. The Mayor Pro Tem shall serve as the Chair of the Finance Committee.

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