

**CITY OF UNIVERSITY PLACE  
MINUTES  
Regular Meeting of the City Council  
Monday, August 7, 2023**

**1. CALL REGULAR MEETING TO ORDER**

Mayor Worthington called the Regular Meeting to order at 6:30 p.m.

**2. ROLL CALL**

Roll call was taken by the Deputy City Clerk as follows:

Council Member Keel	Excused
Council Member Wood	Present
Council Member McCluskey	Present
Council Member Belleci	Present
Council Member Flemming	Excused
Mayor Pro Tem Figueroa	Present
Mayor Worthington	Present

Staff Present: City Manager Sugg, City Attorney Kaser, Police Chief Burke, Finance Director Blaisdell, Administrative Services Director Petorak, Public Works Director Ecklund, Community and Economic Development Director Briske, Senior Planner George, and Deputy City Clerk Nicholas.

**3. PLEDGE OF ALLEGIANCE**

Council Member Belleci led the Council in the Pledge of Allegiance.

**4. APPROVAL OF AGENDA**

**MOTION:** By Mayor Pro Tem Figueroa, seconded by Council Member Belleci, to approve the agenda.

**The motion carried.**

**5. PUBLIC COMMENT** – The following individuals provided comment: Oas Street residents: Lonnie Slater, Prudy Nan, Donna Medeiros, Mary Smith, Tim Bogue, and Evgeniya Bogue; and Taylor Slater.

**6. CONSENT AGENDA**

**MOTION:** By Mayor Pro Tem Figueroa, seconded by Council Member Belleci, to approve the consent Agenda as follows:

- A.** Approve the minutes of the July 17, 2023 Council meeting as submitted.
- B.** Receive and File: Payroll for periods ending 07/15/23 and 07/31/23.
- C.** Adopt a resolution designating an applicant agent for the purposes of obtaining and administering certain state and federal financial assistance under the Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation Program (“PROTECT”) Application and Grant. **(RESOLUTION NO. 1015)**
- D.** Authorize the City Manager to enter into a Professional Services Agreement with KPG Psomas to create a Wayfinding Signage Plan.
- E.** Authorize the City Manager to permit Pierce County to go forward with the 2023 Chipseal/Sealcoat project and to approve payment in the amount of \$600,000.
- F.** Authorize the City Manager to execute a Sponsorship Agreement with Dance Theatre Northwest substantially in the form attached hereto.

**The motion carried.**

## PUBLIC HEARING AND COUNCIL CONSIDERATION

### 7. 2023 CARRYFORWARD BUDGET ADJUSTMENT

Staff Report – Finance Director Blaisdell explained that the carryforward adjustments recognize the carryforward of funding from the 2022 budget for re-appropriation in 2023. They are comprised of beginning fund balance adjustments, capital improvement projects, internal service fund carryforwards, and continuing grant funding. She detailed the carryforwards, revenue and expenditure adjustments, and other requested adjustments for Public Works parking lot improvements and office expansion design costs to be funded with Real Estate Excise Tax funds.

Finance Director Blaisdell reported that after deducting the carryforwards and cost adjustments from the \$3,969,025 General Fund savings, one-time monies of \$1,101,360 remained unappropriated. The Council had previously suggested appropriations of \$65,000 for Communications Content Creator, \$250,000 for possible recreation related expenses and putting the remaining \$1,877,717 in a Council Contingency fund. The Financial Forecast was updated to include all adjustments. Existing services and legal and contractual obligations can be met with existing revenues through the biennium.

Public Comment – None.

Council Consideration – **MOTION:** By Mayor Pro Tem Figueroa, seconded by Council Member Belleci, to pass an Ordinance amending the 2023-2024 Biennial Budget for the 2023 Carryforward appropriations and adjustments.

**The motion carried. (ORDINANCE NO. 771)**

### 8. SIX-YEAR TRANSPORTATION IMPROVEMENT PLAN

Staff Report – Public Works Director Ecklund presented the City's proposed updated 2024-2029 Six-Year Transportation Improvement Plan (TIP) required by state law to be adopted and updated annually. He noted primary changes to the TIP:

- Removed - Chambers Creek Road Phase 1 project
- Added - Grandview Intersection Improvement project
- Funding status updates to reflect recent grant awards:
  - Project 14 – 40th St Phase 3
  - Project 31 – UP Crosswalk Improvements
  - Project 35 – 57th Avenue Connection
- Project schedule and cost updates.

Approval of the Six-Year Transportation Plan does not commit the City to any financial expenditures. Projects will be reviewed individually by the City Council in each relevant budget cycle as a component of the Capital Improvement Plan. Approval of the Six-Year Transportation Plan does create eligibility for the City to apply for various grant opportunities. Many grant funding sources require a project to appear in the City's TIP to be eligible. In addition, the TIP provides an indication to other jurisdictions of the City's planning direction for transportation needs.

Public Comment – The following individual provided comment: Dennis Flann, University Place.

Council Consideration – **MOTION:** By Mayor Pro Tem Figueroa, seconded by Council Member Belleci, to adopt a Resolution approving the Six-Year Transportation Improvement Plan for years 2024 to 2029.

**The motion carried. (RESOLUTION NO. 1016)**

### 9. CITY MANAGER & COUNCIL COMMENTS/REPORTS

City Manager Sugg reported past, current, and upcoming City events.

Council Member Wood had questions about the public comments given regarding sex offender regulations, such as if a licensed homeschool would qualify as school for distancing and placement of registered sex offenders and about a city's authority to regulate, including for adult family homes.

Council Member McCluskey agreed with Council Member Wood's concerns and added her desire for a comprehensive review of the entire city when considering those regulations, and to have discussion of pedestrian crosswalk for private and public schools. She also explained the importance of having other elected officials in attendance during the anticipated community meeting with the concerned residents. The legislators may better understand how their legislation impacts the community. She ended with feedback about the National Night Out and Movie in the Park events she attended.

Council Member Belleci requested that staff reach out to state legislators and also to have a Department of Corrections representative at the community meeting to explain registered sex offender regulations. She then commented on the success of National Night Out.

Mayor Pro Tem Figueroa asked that subject matter experts be invited to the community meeting who are knowledgeable and able to answer the public's questions. He also considered it important to have as many council members attend as possible.

Mayor Worthington described events he attended: National Night Out, Twisted Cider 5K, and JBLM Airshow & Warrior Expo and announced the upcoming Harvest Day at Curran Orchard. He felt it important to have knowledgeable experts at the community meeting and that the meeting be scheduled during a time that most of the neighbors who expressed an interest, and most council members can attend. He also asked to have elected officials invited and to have information on the City's website.

## **STUDY SESSION**

### **10. HAZARD MITIGATION PLAN UPDATE**

Administrative Services Director Petorak explained that hazard mitigation strategies protect life and property, ensure continuity of operations, establish and strengthen partnerships, protect and restore natural resources, increase public preparedness, and promote economic sustainability.

She presented Council with details of the Hazard Mitigation Plan, created in partnership with the County, and described federal regulations responsible for disaster related activities and funding. The ability to receive funding from the Federal Emergency Management Agency (FEMA) requires an adopted hazard mitigation plan that is updated every five years. The proposed update adds projects under Section 5 of the City's plan. Most project proposals are a result of input from residents of Day Island and Sunset Beach after the King Tide events of 2022. Other modifications were made to the history narrative in Section 2 to provide more acceptable naming of and reflection of indigenous peoples who inhabited the area prior to Statehood.

Below are the eight proposed modifications to Section 5 that add mitigation measures for which the City may seek funding, develop educational programs, and strategize with partnering agencies on implementation of capital improvements.

- Hazard Modeling and Mapping for Climate Change
- Utility Protection Measures
- Day Island Bridge Replacement\*
- Protecting Roads and Thoroughfares
- Structural Retrofitting for Remodel Projects
- Day Island Warning System and Evacuation Routes
- Floodplain Regulation – study on cost benefit of purchasing severe/and or repetitive loss properties
- Hazard Insurance Information – National Flood Insurance Program

Administrative Services Director Petorak outlined the adoption timeline including public outreach, review, and comments. Upon approval by Council, the updated sections will be forwarded to the County to amend the City's Addendum A-15 with the entire plan expected to be adopted by the City and County Councils mid-2025.

Council discussed availability of grant money to purchase properties, ability to use public assistance grants for improvements and/or restoration, pursuing short-term exemptions to maintain safety until longer-term resolutions are possible, and educational outreach pertaining to fire hazard preparedness, and options for flood insurance providers.

**11. ACCESSORY DWELLING UNITS**

Senior Planner George presented code amendments associated with state mandated legislation which reduces restrictions on accessory dwelling units (ADUs) to create more affordable housing. His presentation included answers to council member’s question from its previous June 14th study session and provided differences between the Planning Commission’s recommendations and the mandated legislation. He offered additional requirements from HB 1337:

- Impact Fees – cities are prohibited from assessing impact fees on the construction of an ADU that is greater than 50% of the impact fee that would be imposed on the principal dwelling. UP currently charges traffic and park impact fees.
  - Traffic impact fees are currently \$3,193 for new single-family homes, and \$1,851.94 for ADUs assessed at 0.58 of one trip (or 58%).
  - Park impact fees are currently \$3,644 for new single-family homes, and \$2,660 for ADUs, 73% of the principal unit.
- Parking – cities are allowed to require parking for an ADU. The City currently does not require additional off-street parking for an ADU.
  - Cannot require off-street parking for an ADU within ½ mile of major transit stops
  - Can require 1 off-street parking spaces per ADU on lots smaller than 6,000 SF
  - Can require 2 off-street parking spaces per ADU on lots greater than 6,000 SF

	Current City Regulations	Planning Commission Recommendation	Legislative Changes (EHB 1337)
#of ADUs	1 ADU	2 ADUs	2 ADUs
Type of ADU	Attached or Detached	Attached or Detached (not two of the same)	Attached or Detached (must allow two of the same)
Maximum Size	Attached = 800 SF Detached = 600 SF	Attached = 800 SF Detached = 800 SF	Attached = 1,000 SF Detached = 1,000 SF
Maximum Height	Attached = 35' Detached = 18'	Attached = 35' Detached = 21'	Detached = 24'
Occupancy	Owner occupancy required	Remove owner occupancy requirement	No owner occupancy requirement allowed
Entrance	Restricts ADU entry door location	Add corner lot exception for ADU entry door	No entry door restrictions allowed
Parking	No off-street parking required	No proposed changes	Allowed to require off-street parking
Covered Structures	Detached Structures = 600 SF - (size of all detached structures combined)	Exemption = 200 SF (extra for covered structures)	No limitation

Council discussed the option to implement HB 1337 ADU legislative changes now rather than later since the City is mandated to comply. Discussion also included, parking regulations, referring issues to the Planning Commission, lack of ability to impose design standards, and adding regulations that restrict short-term rental use as a method of meeting the intent of the legislation to increase affordable housing.

Council requested that staff include allowed parking restriction language of HB 1337.

**12. ADJOURNMENT** – The meeting adjourned at 8:58 p.m. No other action was taken.

Submitted by,

Debra Nicholas  
Deputy City Clerk