

**CALL TO ORDER & ROLL CALL**

Mayor Pro Tem Hull called the Fife City Council Study Session to order at 6:00 PM.

**Present:** Mayor Cerqui, Mayor Pro Tem Hull, Councilmembers Godwin, Curtis, Hulcey and Wolfrom. Councilmember Dukes-Gethers joined the meeting at 6:52 PM.

**Staff Present:** City Manager Zabell, City Attorney Combs, Finance Director DeGroot, Public Works Director Blount, Community Development Director Osaki, Parks, Recreation and Community Services Director Reuter, Chief of Police Blackburn, and City Clerk Etgen.

**PLEDGE OF ALLEGIANCE**

Mayor Cerqui led the Pledge of Allegiance.

**EXECUTIVE SESSION**

An Executive Session was held in the Council Conference Room at 6:03 PM for the purpose of discussing potential litigation per RCW 42.30.110 (1)(i). All Council members with the exception of Councilmember Godwin were present. City Attorney Combs and City Manager Zabell were present. The Executive Session ended at 6:13 PM with no action taken.

**DISCUSSION ITEMS**

**Urban Forestry Management Plan – Review of Final Draft  
SUMMARY / BACKGROUND:**

Micki McNaughton, consultant, presented information contained in the final draft of the Urban Forestry Management Plan (UFMP) completed as the result of the award of a \$7,500 grant from the Washington State Department of Natural Resources, along with a local match of equal amount. The project is in follow up to the June 2011 Tree Inventory and Assessment Report.

The Fife Tree Commission will analyze the document and develop policy recommendations later this year for Council's consideration. The Parks, Recreation and Community Service Department staff members will work closely with Community Development staff to select appropriate policy recommendations contained in the UFMP for inclusion in the 2013 Comprehensive Plan amendments.

Ms. McNaughton responded to Council questions relating to recommendations pertaining to types of trees and diversity; wildlife habitat standards and maintenance/pruning requirements; implementation timelines and soil standards.

Parks, Recreation and Community Services Director Reuter stated the deadline for comments is October 1<sup>st</sup>.

### **Lodging Tax Advisory Committee Recommendations**

Finance Director DeGroot described the Lodging Tax Fund and its restricted uses. He noted there were \$800,000 in requests. Council's budget is set at \$356,000 along with an additional \$180,000 out of reserves for Special Capital projects.

Lodging Tax Advisory Committee Chair Mark Horace presented the Committee's recommendations to Council for consideration. The Committee met on August 27<sup>th</sup> and heard presentations from 23 applicants.

(Councilmember Dukes-Gethers joined the meeting at this time.)

Finance Director DeGroot stated that due to an error with the figure initially provided to the Lodging Tax Advisory Committee, the recommendations would need to be reduced by \$10,000.

The Mayor and Councilmembers discussed the items they could support in the Committee's recommendations. Final funding recommendations will be incorporated in the 2013 budget.

### **City Manager Contracting Authority**

City Attorney Combs presented the proposal to authorize the City Manager to enter into professional service contracts so long as provisions have been made in the budget for the expenditures. Large projects would still require Council approval of related contracts. Council agreed to consider the proposal at a regular meeting.

### **Discussion – Ordinance Nos. A thru X – Substantive FMC Changes**

City Attorney Combs reviewed Ordinances "A" through "X" which would implement substantive changes to the Fife Municipal Code. The changes are as a result of a review by the City's Code Reviser, Code Publishing, conducting an "audit" of the Code, along with other items the City Attorney's staff is recommending. The ordinances will come back to Council for consideration at a regular meeting.

### **Revision of Council Rules**

City Clerk Etgen presented proposals for changes to the Council Rules, to the City Council for their consideration. Earlier this year at the January Retreat, Council requested staff evaluate the Rules and bring forward recommendations to align them with current practice. Council provided input which will be incorporated into a final draft for Council review at the November Study Session.

### **Discussion – Committee Membership/Appointment Process**

City Manager Zabell presented a proposal regarding the committee membership appointment process, stating it would be to Council's benefit to have a formalized structure in order to benefit from the best candidates for the various committee membership positions. After some discussion Council agreed to formalize the policy to accept applications and have an ad-hoc Council Committee review the applications and make recommendations to the full Council.

A formal policy will be drafted for Council's adoption which will be used for committee membership appointments coming up in November.

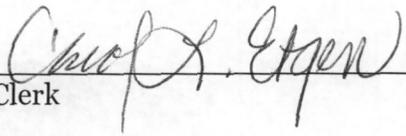
### **REVIEW OF UPCOMING AGENDAS**

City Manager Zabell reviewed upcoming agenda items with Council.

**ADJOURNMENT**

Mayor Pro Tem Hull adjourned the Study Session at 8:34 PM.

  
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Mayor Pro Tem Hull

  
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City Clerk