

Town Hall Meeting Room
3715 Bridgeport Way West

- 6:30 pm 1. **CALL REGULAR MEETING TO ORDER**
2. **ROLL CALL AND PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF MINUTES – July 21, 2014**
4. **APPROVAL OF AGENDA**
- 6:35 pm 5. **PUBLIC COMMENTS** - (At this time, citizens will be given an opportunity to address the Council on any items listed under the Consent Agenda and on any subject not scheduled for a Public Hearing or Council consideration. Comments or testimony related to a scheduled Public Hearing or Council consideration should be held until the Mayor calls for citizen comments during that time. State law prohibits the use of this forum to promote or oppose any candidate for public office, or ballot measure. Public comments are limited to three minutes. Please provide your name and address for the record.)
- 6:40 pm 6. **COUNCIL COMMENTS/REPORTS**
- 6:45 pm 7. **CITY MANAGER'S REPORT**
- 6:50 pm 8A. **CONSENT AGENDA**
Motion: Approve or Amend the Consent Agenda as Proposed
- The Consent Agenda consists of items considered routine or have been previously studied and discussed by Council and for which staff recommendation has been prepared. A Councilmember may request that an item be removed from the Consent Agenda so that the Council may consider the item separately. Items on the Consent Agenda are voted upon as one block and approved with one vote.

A. Receive and File: Payroll and Claims.
- 6:55 pm 9. **MAYOR'S REPORT**
- RECESS TO STUDY SESSION** - (At this time, Council will have the opportunity to study and discuss business issues with staff prior to its consideration. Citizen comment is not taken at this time; however, citizens will have the opportunity to comment on the following item(s) at future Council meetings.)
- 7:00 pm 10. **2015-2016 COUNCIL GOALS RESOLUTION**
- 8:00 pm 11. **DRAFT RESOLUTION DETERMINING TO SEEK A REPLACEMENT FOR THE CITY'S NEWSLETTER**
- 9:00 pm 12. **EXECUTIVE SESSION** – (CLOSED SESSION- At this time of the Agenda, the City Council will adjourn to Executive Session for approximately one hour, per RCW 42.30.110, to review the performance of a public employee. Any action on this issue will only be taken during Council Open Session.)
- 10:00 pm 13. **ADJOURNMENT**

*PRELIMINARY CITY COUNCIL AGENDA

August 18, 2014
Regular Council Meeting

September 1, 2014
HOLIDAY – No Council Meeting Scheduled

September 2, 2014
Regular Council Meeting

September 15, 2014
Regular Council Meeting

Preliminary City Council Agenda subject to change without notice*

Complete Agendas will be available 24 hours prior to scheduled meeting.

To obtain Council Agendas, please visit www.cityofup.com.

**American Disability Act (ADA) Accommodations Provided Upon Advance Request
Call the City Clerk at 253-566-5656**

APPROVAL OF MINUTES

**CITY OF UNIVERSITY PLACE
DRAFT MINUTES
Regular Meeting of the City Council
Monday, July 21, 2014
City Hall, Windmill Village**

1. CALL REGULAR MEETING TO ORDER – MAYOR

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

The Mayor called for a moment of silence in remembrance of the passengers of Malaysian Airlines Flight #17, the firefighters who are battling the wildfires in Eastern Washington, and hope for a quick resolution to the Gaza Strip crisis.

2. ROLL CALL AND PLEDGE OF ALLEGIANCE

Roll call was taken by the City Clerk as follows:

Councilmember Belleci	Present
Councilmember Grassi	Present
Councilmember Keel	Present
Councilmember Nye	Present
Councilmember Worthington	Present
Mayor Pro Tem Figueroa	Present
Mayor McCluskey	Present

Staff Present: City Manager Sugg, City Attorney Victor, Executive Director/ACM Faison, Executive Director/ACM Craig, Planning and Development Services Swindale, Public Works Director Cooper, City Engineer Ecklund, IT/Communications Manager Seesz and City Clerk Genetia.

Councilmember Worthington led the pledge of allegiance.

3. APPROVAL OF MINUTES

MOTION: By Councilmember Belleci, seconded by Councilmember Keel, to approve the minutes of July 7, 2014 as submitted.

The motion carried.

4. APPROVAL OF AGENDA

MOTION: By Councilmember Grassi, seconded by Councilmember Belleci, to approve the agenda.

The motion carried.

5. PRESENTATIONS

Recreation Update – Public Works Director Cooper informed Council that July is National Parks & Recreation Month and in celebration, encouraged the public to visit the City's parks for some outdoor recreation. He provided information on the City's Camp-U-Play program that offers a wide range of enrichment activities, including a partnership with First Tee Program. Director Cooper recognized the University Place School District for providing the base camp facilities and the junior volunteers who participate as camp leaders in the summer program. Junior leaders Courtney Johnson, D'Ondre Johnson, and Kelli Peterson provided highlights of the Camp-U-Play program activities.

6. PUBLIC COMMENT – None.

7. COUNCIL COMMENTS/REPORTS

Councilmember Belleci reported that she and Councilmember Keel attended the Pierce County Regional Council meeting and shared information regarding the Transportation Coordinating Committee's recommendation for future funding and Pierce County's report on Buildable Lands. Councilmember Keel provided additional insight with regard to the comparison between housing/employment capacity and housing/employment target growth need.

8. CITY MANAGER'S REPORT

City Manager Sugg reported that in addition to the \$3.995 million approved funding for a joint project with Tacoma for the 56th and Cirque Drive Corridor improvement, the City also received approval for grant funding from the Pierce County Regional Council for two other City projects – (1) Sidewalk improvement project to the south side of 27th Street from Bridgeport to Grandview Drive and (2) Pavement overlay of Cirque Drive between Bridgeport and Grandview Drive. The City received a total of \$5.98 million of the \$27 million funding award recommended by the Transportation Coordinating Committee.

9A-9D. CONSENT AGENDA

Councilmember Nye requested that Item 9B be pulled from the Consent Agenda for separate consideration.

MOTION: By Councilmember Belleci, seconded by Councilmember Grassi, to approve the Consent Agenda as follows:

- A.** Receive and File: Payroll for the period ending 06/30/14, signed and dated 07/15/14, check nos. 318025 through 318045, and wires in the total amount of Two Hundred Fifty-Nine Thousand One Hundred Sixty-Five and 96/100 Dollars (\$259,165.96); Claims dated 07/15/14, signed 07/15/14, check nos. 50746 through 50819, in the total amount of Five Hundred Seventy-One Thousand Five Hundred Thirty-Six and 06/100 Dollars (\$571,536.06).
- B.** Adopt a resolution providing comments on Sound Transit's Regional Transit Long-Range Plan Update Draft Supplemental Environmental Impact Statement. **(Pulled for separate consideration.)**
- C.** Authorize the purchase of easements in the amount of \$36,800.00 from the Double Jong Corporation over a portion of parcel #6465000062 for the Mildred Street road improvements and authorize the City Manager to execute all necessary documents.
- D.** Authorize the payment of \$1,621.63 for the final Robert Half Technology invoice for Information Technology staffing through July 9, 2014.

The motion carried.

9B. MOTION: By Councilmember Worthington, seconded by Councilmember Nye, to amend the resolution to add an item #7 on Exhibit A to read as follows: "With a 25 to 50 year horizon along with evolving technology, it makes the design, structure and needs of mass transit on a regional basis difficult to anticipate for planning."

The motion carried.

MOTION: By Councilmember Belleci, seconded by Councilmember Keel, to adopt a resolution providing comments on Sound Transit's Regional Transit Long-Range Plan Update Draft Supplement Environmental Impact Statement.

The motion carried. (RESOLUTION NO. 765)

10. MAYOR'S REPORT

Mayor McCluskey reported on the following: First annual Teddy Bear Picnic event at Curran Apple Orchard; Sun Fest on August 2; 16th CAB Letter Writing Campaign; Emergency Management Training; National Night

Out on August 5; formal and integrated action on how Council proposes legislation; and citizen complaints about News Tribune circulars littering residences. She shared a human interest story on Wilma Rosenow.

Councilmember Belleci invited the public to participate in the annual watermelon eating contest at Sun Fest.

At 7:30 p.m., **MOTION:** By Councilmember Belleci, seconded by Councilmember Grassi, to adjourn the business meeting of the City Council and recess to study session.

The motion carried.

The Council took a five-minute break and reconvened to study session at 7:36 p.m.

RECESS TO STUDY SESSION

11. U.S. OPEN BRANDING CONCEPTS AND DESIGNS

Executive Director/ACM Craig, along with Rusty George of Rusty George Creative, presented the concept designs and ideas for the 2015 U.S. Open marketing campaign.

By way of background, in April 2014 Council directed staff to explore and identify branding and marketing concepts specifically aimed for the City as Host City for the U.S. Open. Council also adopted Resolution No. 755 to dedicate funds to prepare and capitalize on the impact of the 2015 U.S. Open and directed staff to coordinate and implement a plan that would result in expanding University Place's visibility in regional and national markets. Secondly, Council wanted to highlight Chambers Bay as a must-see destination as part of the Puget Sound tourism itinerary. Council also wanted to create a long-lasting positive image for the City as a friendly and welcoming community.

In response to the above views and input, Rusty George introduced the theme and design concepts for permanent and temporary signage that captures the spirit and pride of University Place as a growing city and reflects its current development status. "In Full Swing," "Celebrating 20 Years of Momentum" and "Proud to be U.P." are slogans to be incorporated into the several design graphics that could be integrated into additional applications, materials and colors.

The Council is pleased with the fitting message for the City and provided additional suggestions/creative ideas. For the next step, staff will bring forth a resolution defining all the details of the proposal, including a solid cost estimate for budgeting purposes. The art files will be transferred to the City's communications team for production and implementation for cost effectiveness.

At 8:42 p.m., the City Council took a break from study session to welcome and recognize students from Jiangyou High School. Mayor McCluskey presented the students with small tokens of appreciation for their visit. Jiangyou High School participated in the student exchange program with Curtis High School.

The study session resumed at 8:51 p.m.

12. COMMUNICATIONS STRATEGY

Executive Director/ACM Faison, along with IT/Communications Manager Seesz introduced the discussion on communications strategy, following Council's two previous discussions. Included in the Council packet are a copy of a report outlining the responsibilities and tasks managed by the Communications Division, a copy of the City's existing 2008-2012 Communication Strategic Action Plan, and a list of items previously identified by Council. The discussion was categorized as UPTV, social media, outreach/training, advertising, on-line newsletter, and community newspaper. Staff seeks direction on which item warrants more detailed search and discussion. Executive Director Faison noted that funding/staffing allocations resulting from this discussion will be part of the budget process.

UPTV: Council members expressed a desire to increase outreach through expanded UPTV programming, implementation of social media, and a community calendar. They also discussed exploring in-house

production of television programming, televising Council meeting study sessions, and additional innovative ideas from staff for the next communication strategy study.

Proposal on Community Newspaper: Councilmember Worthington presented the specifics and benefits of a community newspaper. The proposal entails contracting with a publisher for a certain number of pages within the newspaper. Council agreed that the determination of whether the City's newsletter is still a valid form of communication tool needs to be evaluated and discussed before a decision on this proposal can transpire. Even though the community newspaper concept offers positive and fresh potentials, concerns were expressed with regard to the implication of this change, especially with a major event coming up; its sustainability; its popularity with the City residents; increased cost; and supporting a private venture with public funds.

Staff will draft a resolution with threshold legislation which will determine whether Council desires to largely or completely eliminate the U.PI Headlines and embark on a process to seek an alternative means to communicate the type of information previously published in the U.P. Headlines for Council discussion at a future study session.

At 9:57 p.m., 10:28 p.m., and 10:43 p.m., motions were made and were carried to extend the meeting to 10:30 p.m., 10:45 p.m. and 11:00 p.m. respectively.

13. ADJOURNMENT

The meeting adjourned at 11:03 p.m. No other action was taken.

Submitted by,

Emy Genetia
City Clerk

APPROVAL OF CONSENT AGENDA

FINAL CHECK LISTING
CITY OF UNIVERSITY PLACE

Check Date: 07/31/14

Check Range: 50820 - 50926

Claims Approval

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of University Place, and that I am authorized to authenticate and certify to said claim.

I also certify that the following list of checks were issued to replace previously issued checks that have not been presented to the bank for payment. The check was returned due to an incorrect mailing address. The original check was voided and a replacement check issued.

Vendor Name

Replacement Check #

Original Check #

Auditing Officer: _____ (Signature on file.)

Date: (07/31/14)

Bank : bofa BANK OF AMERICA

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
50820	7/31/2014	001945	ADDISON CONST SUPPLY INC	286129	7/17/2014	MISC TOOLS & SUPPLIES/PW SF	155.51	155.51
		Voucher: 37255						
50821	7/31/2014	002661	AIR SYSTEMS ENGINEERING INC000197945		7/1/2014	3RDQTR14/HVAC MAINT/CIVIC B	3,263.67	
		Voucher: 37256	000197944	7/1/2014	3RDQTR14/HVAC MAINT/CITY H/	1,811.12	5,074.79	
50822	7/31/2014	001004	ALARM WORKS NW	2551	7/17/2014	SECURITY CAMERAS/KOBAYASHI	4,513.50	
		Voucher: 37257	2574	7/22/2014	SECURITY CAMERAS/KOBAYASHI	513.08	5,026.58	
50823	7/31/2014	001701	ALPINE PRODUCTS INC	TM-141407	7/8/2014	STREET MARKING PAINT	2,685.27	2,685.27
		Voucher: 37258						
50824	7/31/2014	002681	AMERICAN NEON	58757	7/10/2014	PARTIAL REFUND/PERMIT SGN1	92.12	92.12
		Voucher: 37259						
50825	7/31/2014	001171	AMERICAN PLANNING ASSOCIAT090800-1454		6/17/2014	ANNUAL MEMBERSHIP DUES/D	524.00	524.00
		Voucher: 37260						
50826	7/31/2014	001818	APEX ENGINEERING PLLC	201450927	7/11/2014	BRIDGEPORT PHASE 5 ROADWA	2,897.49	2,897.49
		Voucher: 37261						
50827	7/31/2014	024374	BATTERY SYSTEMS,INC.	41-046338	7/22/2014	BATTERY/VEHICLE 34	97.21	97.21
		Voucher: 37262						
50828	7/31/2014	025720	BEUNING, CHRIS	005488	7/23/2014	REFUND/OVERPAID/ANIMAL LIC	9.00	9.00
		Voucher: 37263						
50829	7/31/2014	025668	BOSNICK ROOFING INC	14-6015-1	6/26/2014	SR CTR ROOF REPLACEMENT/5	15,280.64	15,280.64
		Voucher: 37264						
50830	7/31/2014	024357	BUD CLARY AUTO DEALERSHIP	2803	7/18/2014	2014 CHEVROLET 1500 SILVERA	31,793.63	31,793.63
		Voucher: 37265						
50831	7/31/2014	001247	CALPORTLAND	92172304	7/14/2014	1-1/2" X 3/4" GRAVEL	130.74	130.74
		Voucher: 37266						
50832	7/31/2014	025573	CANON FINANCIAL SERVICES	13983579	7/13/2014	JUL14/LEASE/IRC5255	311.67	311.67
		Voucher: 37267						
50833	7/31/2014	025483	CARDLOCK VENDING INC.	9197	7/9/2014	ANNUAL SERVICE AGREEMENT/	200.00	200.00
		Voucher: 37268						
50834	7/31/2014	001152	CENTURYLINK	1309038008	7/23/2014	PHONES/LONG DISTANCE & INT	1,541.49	1,541.49
		Voucher: 37269						
50835	7/31/2014	001152	CENTURYLINK	253-566-9558	7/14/2014	PHONE/PW PUMP CALLOUT LINI	37.81	
		Voucher: 37270	253-564-1992-734	7/11/2014	PHONE & LONG DISTANCE/ SEN	249.27	287.08	
50836	7/31/2014	025706	CENTURYTEL, INC.	REFUND	7/16/2014	REFUND/DUPLICATE 2013 UTILI	3,421.90	3,421.90
		Voucher: 37271						

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<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount Paid</u>	<u>Check Total</u>
50837	7/31/2014	003056	CITY OF LAKEWOOD	MC-00008	7/9/2014	JUN14/IN CUSTODY COURT TRA	715.00
	Voucher:	37272		MC-00005	7/1/2014	2NDQTR14/COURT SERVICES	56,250.00
							56,965.00

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
50839	7/31/2014	001024 CITY TREASURER	100093125	7/25/2014	POWER/8513 33RD ST W, #A	19.28	
	Voucher:	37273	100565439	7/24/2014	WATER/3761 BP WAY W	444.57	
			100669141	7/11/2014	WATER/ 3500 GRANDVIEW DR W	974.03	
Void Check #50838 - City Treasurer			100569668	7/15/2014	POWER/ 2610 SUNSET DR W	74.51	
		Check stub overrun	100357178	7/11/2014	POWER/ 2620 BRIDGEPORT WA\	24.29	
			100668519	7/17/2014	WATER/ 5600 ALAMEDA AVE W	280.94	
			100083325	7/18/2014	POWER/ 4910 BRISTONWOOD D	377.09	
			100333844	7/18/2014	WATER/ 4951 GRANDVIEW DR W	295.46	
			100156306	7/17/2014	5400 ALAMEDA AVE W	131.95	
			100668517	7/17/2014	WATER/ 4300 BRIDGEPORT WAY	549.67	
			100820972	7/21/2014	POWER/ 2700 SUNSET DR W	77.92	
			100312905	7/3/2014	POWER/ 3715 BRIDGEPORT WA\	9.64	
			100080586	7/18/2014	POWER/ 4951 GRANDVIEW DR V	42.18	
			100032203	7/9/2014	POWER&WATER/2534 GRANDVIE	389.90	
			100077129	7/9/2014	POWER/ 2701 GRANDVIEW DR V	39.16	
			100401273	7/9/2014	POWER/ 8420 20TH ST W	20.60	
			100488528	7/10/2014	POWER/6701 REGENTS BLVD W	69.05	
			100672520	7/9/2014	POWER/ 2208 GRANDVIEW DR V	98.29	
			100125363	7/10/2014	POWER/ 6817 27TH ST W	23.61	
			100176036	7/9/2014	POWER/ 2695 GRANDVIEW DR V	22.63	
			100057089	7/10/2014	POWER/ 2700 BRIDGEPORT WA\	148.91	
			100668523	7/9/2014	WATER/ 8400 20TH ST W	49.82	
			100165190	7/24/2014	POWER/ 3761 BRIDGEPORT WA\	36.62	
			100808957	7/9/2014	WATER/ 7607 27TH ST W	122.82	
			100808956	7/9/2014	WATER/ 8005 27TH ST W	136.17	
			100388431	7/10/2014	WATER/ 3003 MORRISON RD W	141.56	
			100808955	7/9/2014	WATER/ 8235 27TH ST W	227.90	
			100597956	7/11/2014	8715 40TH ST W	364.75	
			100672402	7/9/2014	WATER/ 2200 GRANDVIEW DR W	269.02	
			100109710	7/11/2014	POWER/ 8902 40TH ST W	8.85	
			100360059	7/11/2014	POWER/ 3800 GRANDVIEW DR V	8.29	
			100360178	7/11/2014	POWER/ 3900 GRANDVIEW DR V	8.29	
			100360066	7/11/2014	POWER/ 3850 GRANDVIEW DR V	8.29	
			100737063	7/18/2014	POWER/ 2715 ELWOOD DR W	63.19	
			100129708	7/18/2014	POWER/ 2702 ELWOOD DR W	18.98	

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
			100358203	7/14/2014	POWER/ 7150 CIRQUE DR W	939.06	
			100615001	7/23/2014	POWER/ 2247 EAST DAY ISLAND	2.66	6,519.95
50840	7/31/2014	001140 CITY TREASURER	90572220	7/10/2014	JUN14/HYDRANT STANDBY & CC	226.45	226.45
		Voucher: 37274					
50841	7/31/2014	002171 CITY TREASURER	90573502	7/18/2014	REPAIRS & MAINT/FLEET VEHI	2,784.50	2,784.50
		Voucher: 37275					
50842	7/31/2014	025161 CITY TREASURER	130297	7/7/2014	DTA RECEIVERS/CITY HALL	12.21	
		Voucher: 37276	129335	7/7/2014	DTA RECEIVER/SR CENTER	8.27	20.48
50843	7/31/2014	025711 COLLEGE CENTER LLC	ROW	7/21/2014	ROW EASEMENT/PARCEL# 6465	27,118.00	27,118.00
		Voucher: 37277					
50844	7/31/2014	003103 COLUMBIA STATE BANK	ROW	7/24/2014	ROW EASEMENT/PARCEL #0220	25,000.00	25,000.00
		Voucher: 37278					
50845	7/31/2014	024565 COMCAST	849835010094487	7/15/2014	JULY25-AUG24/ INTERNET/CITY	130.79	
		Voucher: 37279	849835010073571	7/19/2014	MODEMS/REMOTE SURVEILLAN	70.84	
			849835010073570	7/19/2014	MODEMS/REMOTE SURVEILLAN	70.84	
			849835010094436	7/19/2014	JULY19-AUG18/INTERNET/PW S	137.56	
			849835010094441	7/19/2014	JULY19-AUG18/ INTERNET/SR CI	97.56	507.59
50846	7/31/2014	023782 COMPLETE OFFICE SOLUTIONS,	1106802-0	7/17/2014	LABELS/UPTV	6.07	
		Voucher: 37280	1102778-0	7/8/2014	COPY PAPER	36.10	
			1105046-0	7/14/2014	POCKET FILES/LTR SIZE/CA OFF	107.78	
			1106877-0	7/18/2014	COPY PAPER & MISC OFFICE SL	193.82	
			1105047-0	7/15/2014	COPY PAPER	144.41	
			1104737-0	7/14/2014	TONER CARTRIDGE/PUBLIC SAF	145.55	
			1105492-0	7/15/2014	COPY PAPER	36.10	
			1103641-0	7/9/2014	FILE FOLDERS/ FINANCE	27.93	
			1101105-0	7/1/2014	PAPER/ FINANCE	17.73	
			1104458-0	7/11/2014	FOLDERS/ HR	36.07	
			1100633-0	7/1/2014	LASER CARTRIDGE	124.34	875.90
50847	7/31/2014	024347 COPIERS NORTHWEST, INC.	INV1059703	7/8/2014	JUN4-JUL3/OVERAGE CHARGES	385.39	
		Voucher: 37281	INV1063127	7/14/2014	LEASE FOR 2014 CANON IRC103	32.31	
			INV1062640	7/11/2014	JUN9-JUL8/OVERAGE CHARGES	65.06	
			INV1063128	7/14/2014	JUN11-JUL10/OVERAGE CHARGI	30.06	
			INV1063520	7/15/2014	JUN14-JUL13/OVERAGE CHARGI	86.11	
			INV1064264	7/16/2014	APR15-JUL14/OVERAGE CHARG	140.02	738.95

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
50848	7/31/2014	025699	COUGAR MTN ZOOLOGICAL PAR071114	7/11/2014	ADMISSION FEES/FIELD TRIP/CA	504.00	504.00	
		Voucher: 37282						
50849	7/31/2014	022207	CRAIG, MARIZA	AWC/REC	7/8/2014	RECONCILIATION/AWC CONF/SF	288.07	288.07
		Voucher: 37283						
50850	7/31/2014	025075	DANNY VERNON	AUG7	7/8/2014	AUG7/ORCHARD CONCERT	850.00	850.00
		Voucher: 37284						
50851	7/31/2014	024375	DAVIS DOOR SERVICE, INC.	183166	7/2/2014	REPAIR/LARGE SHOP BAY DOOF	535.11	535.11
		Voucher: 37285						
50852	7/31/2014	022860	DAWSON, CHET	072114	7/21/2014	TOPCAT TENNIS & TEAM TRAINI	2,272.50	2,272.50
		Voucher: 37286						
50853	7/31/2014	002431	DIANE DEMARS	JUL14	7/22/2014	JUL14/YOGA/COURSE #8546, #8	650.40	650.40
		Voucher: 37287						
50854	7/31/2014	001737	DON SMALL & SONS OIL DIST CC59528		7/16/2014	BULK FUEL/PW SHOP	3,682.94	3,682.94
		Voucher: 37288						
50855	7/31/2014	025704	DOUBLE JONG, INC	ROW	7/23/2014	ROW EASEMENT/PARCEL #0646	36,800.00	36,800.00
		Voucher: 37289						
50856	7/31/2014	025721	DOYLE-BRYCE, CYNTHIA	009466	7/24/2014	REFUND/LATE FEE/ANIMAL LICE	11.50	11.50
		Voucher: 37290						
50857	7/31/2014	024101	DTI SOCCER	7574	7/23/2014	UNIFORMS AND EQUIPMENT/RE	94.69	
		Voucher: 37291		7501	7/9/2014	UNIFORMS AND EQUIPMENT/RE	429.07	
				7518	7/9/2014	UNIFORMS AND EQUIPMENT/RE	888.55	1,412.31
50858	7/31/2014	022639	ESRI	92835963	6/30/2014	ArcGIS FOR SERVER WORKGRC	1,367.50	1,367.50
		Voucher: 37292						
50859	7/31/2014	002788	FAMILY FUN CENTER	1612FFC	7/25/2014	ADMISSION FEES/CAMP UPLAY I	1,210.44	1,210.44
		Voucher: 37293						
50860	7/31/2014	001727	FENCE SPECIALIST INC	0022843	7/18/2014	FENCING MATERIALS/STORM PC	57.35	57.35
		Voucher: 37294						
50861	7/31/2014	024941	FENNELL, KAREN	REIMB	6/10/2014	REIMB/LOWE'S PURCHASE/DEE	53.11	53.11
		Voucher: 37295						
50862	7/31/2014	002198	FIRST AMERICAN TITLE INSUR. C865-426945675		4/4/2014	TITLE PROCESSING/2501 BP WA	183.82	183.82
		Voucher: 37296						
50863	7/31/2014	002568	FIRST STUDENT	229-C-059495	7/28/2014	BUS/CAMP UPLAY FIELD TRIPS	2,144.00	2,144.00
		Voucher: 37297						
50864	7/31/2014	022739	GRAINGER	9486869739	7/9/2014	STRAINER & WATER SUPPLY PU	140.97	140.97
		Voucher: 37298						

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
50865	7/31/2014	003158 GRASSI, KEN	REIMB	7/9/2014	REIMB/HOME DEPOT PURCHASI	40.57	40.57
		Voucher: 37299					
50866	7/31/2014	001212 GRAY & OSBORNE INC	14464.04-3	6/24/2014	ENGINEERING SVS/33RD & TAHK	6,144.50	
		Voucher: 37300	14464.01-3	6/24/2014	ENGINEERING SVCS/LEMONS B	7,167.79	
			14464.02-3	6/24/2014	ENGINEERING SVCS/SOUNDVIE	9,593.15	
			14464.06-3	6/24/2014	ENGINEERING SVCS/37TH ST W	7,829.30	
			14464.03-3	6/24/2014	ENGINEERING SVCS/OLYMPIA D	7,498.12	38,232.86
50867	7/31/2014	001858 GRAY LUMBER COMPANY	47967	7/17/2014	LUMBER/KOBAYASHI	178.46	178.46
		Voucher: 37301					
50868	7/31/2014	001221 HOLROYD COMPANY, INC.	252344	7/1/2014	DISPOSE OF CONCRETE	46.41	
		Voucher: 37302	251913	6/24/2014	CEMENT/STREETLIGHT BASE/3E	289.23	335.64
50869	7/31/2014	001374 INTERWEST METALS, INC.	86917	7/2/2014	TUBE STEEL/PW SHOP	65.63	65.63
		Voucher: 37303					
50870	7/31/2014	025571 JEWELLED SCARAB DANCE COM	FUN-JUN-JUL14	7/14/2014	JUN-JUL14/BELLY DANCE INSTR	130.00	130.00
		Voucher: 37304					
50871	7/31/2014	022801 KATE MCDERMOTT	071514/US OPEN	7/15/2014	JUN-AUG14/US OPEN STORIES	630.00	
		Voucher: 37305	071514	7/15/2014	JUN-JUL14/TALKING UP NEWSLE	285.00	915.00
50872	7/31/2014	021616 KELLEY IMAGING SYSTEMS	15521867	6/30/2014	LEASE/SHARP MX-5111N COPIER	366.50	366.50
		Voucher: 37306					
50873	7/31/2014	023454 KELLMAN, DAVID	072814	7/28/2014	VIDEOGRAPHY & VIDEO EDITING	1,040.00	1,040.00
		Voucher: 37307					
50874	7/31/2014	025707 KENYON, KELLY	UBI602967273	7/16/2014	REFUND/BUSINESS LICENSE	50.00	50.00
		Voucher: 37308					
50875	7/31/2014	001072 KLOSOWSKI, DEBBIE	REIMB	7/18/2014	REIMB/PURCHASES/CORE	146.06	146.06
		Voucher: 37309					
50876	7/31/2014	024337 KONE INC.	151053580	7/9/2014	GLASS ELEVATOR REPAIR/CIVIC	824.80	
		Voucher: 37310	151053582	7/9/2014	GLASS ELEVATOR REPAIR/CIVIC	539.87	
			151053581	7/9/2014	GLASS ELEVATOR REPAIR/CIVIC	938.21	2,302.88
50877	7/31/2014	001797 LOWE'S BUSINESS ACCOUNT/GE874-3507-017634-		7/17/2014	MISC REPAIR & MAINTENANCE	3,210.46	3,210.46
		Voucher: 37311					
50878	7/31/2014	025718 MAD SCIENCE VAPES, LLC	UBI603399615	7/17/2014	REFUND/BUSINESS LICENSE~	50.00	50.00
		Voucher: 37312					
50879	7/31/2014	025609 MATERIALS TESTING & CONSUL	113161	7/16/2014	CONSTRUCTION TESTING & INS	245.75	245.75
		Voucher: 37313					

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
50880	7/31/2014	001258	MCCARTHY & CAUSSEAU	211	6/30/2014	JUN14/HEARINGS EXAMINER SE	347.50	347.50
		Voucher:	37314					
50881	7/31/2014	001815	METROPOLITAN PARK DISTRICT	7713	6/30/2014	ZOO ADMISSION/CAMP UPLAY	837.00	837.00
		Voucher:	37315					
50882	7/31/2014	001891	MICROFLEX INC	00021939	7/16/2014	TAX AUDIT PROGRAM	11.02	11.02
		Voucher:	37316					
50883	7/31/2014	001352	MILES RESOURCES, LLC	238856	7/14/2014	HOT ASPHALT MATERIAL/KOBAY	343.38	
		Voucher:	37317	238684	7/7/2014	HOT ASPHALT MATERIAL/SOUNC	1,588.88	
				238848	7/14/2014	HOT ASPHALT MATERIAL/SOUNC	486.39	2,418.65
50884	7/31/2014	025719	MUSTIN, DULCINEA	77803	7/28/2014	REFUND/RENTAL FEE/SUNSET T	60.00	60.00
		Voucher:	37318					
50885	7/31/2014	001095	NEWS TRIBUNE	I01077399-060620	6/6/2014	LEGAL NOTICES/MTG 6/26	106.25	
		Voucher:	37319	I01077761-061620	6/16/2014	LEGAL NOTICE/MTG 6/23	134.69	
				I01107252-062520	6/25/2014	ORDINANCE PUBLICATION/ORD	118.61	
				I01099745-062020	6/20/2014	LEGAL NOTICE/DNS/GRANDVIEW	182.93	542.48
50886	7/31/2014	025585	NORDBY, KIMBERLY	REFUND	7/8/2014	REFUND/OVERPAID/ANIMAL LIC	8.05	8.05
		Voucher:	37320					
50887	7/31/2014	001096	NORTHWEST CASCADE, INC.	1-963025	7/6/2014	PORTA POTTY RENTAL/CURRAN	72.00	
		Voucher:	37321	1-962915	7/8/2014	PORTA POTTY RENTAL/CURRAN	52.00	
				1-963024	7/6/2014	PORTA POTTY RENTAL/SUNSET	72.00	
				1-963026	7/6/2014	PORTA POTTY RENTAL/KOBAYA	52.00	
				1-960452	7/5/2014	PORTA POTTY RENTAL/SKATE P	72.00	320.00
50888	7/31/2014	002150	OFFICE DEPOT, INC.	1692446818	6/26/2014	MISC OFFICE SUPPLIES/REC DE	60.71	
		Voucher:	37322	1693298048	6/30/2014	MISC OFFICE SUPPLIES~	19.25	79.96
50889	7/31/2014	002995	OMWBE	3031238	6/30/2014	SHARE OF OMWBE OPERATING	100.00	100.00
		Voucher:	37323					
50890	7/31/2014	003178	OWENS PRESS, INC.	26032	7/15/2014	LETTERHEAD	609.36	
		Voucher:	37324	26033	7/16/2014	WINDOW ENVELOPES	1,334.68	1,944.04
50891	7/31/2014	021638	PACIFICSOURCE ADMIN, INC.	0000211358	7/10/2014	JUL14/ADMIN FEES	82.50	82.50
		Voucher:	37325					

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
50892	7/31/2014	001109	PIERCE COUNTY BUDGET & FIN/AR161344	7/21/2014	JUN14/ANIMAL CONTROL & SHE	9,034.68	
	Voucher:	37326	AR161071	7/14/2014	JUN14/JAIL SERVICES	13,518.50	
			AR160554	7/1/2014	MAY14/ANIMAL CONTROL & SHE	8,946.35	
			AR160673	7/3/2014	MAY14/JAIL SERVICES	8,092.00	
			AR160567	7/2/2014	JUN14/I-NET CHARGES/AIR UPT	253.00	
			AR160977	7/9/2014	3RDQTR14/EMERGENCY MANAC	6,659.75	
			AR160719	7/25/2014	JUL14/POLICE SERVICES	278,887.21	325,391.49
50893	7/31/2014	024698	PIERCE COUNTY SECURITY, INC.277958	7/3/2014	#9205/JUN14/SECURITY/CIRQUE	150.00	150.00
	Voucher:	37327					
50894	7/31/2014	001114	PITNEY BOWES GLOBAL FIN. SV(AUG14	7/25/2014	AUG14/ACCT19533470/POSTAGE	1,500.00	1,500.00
	Voucher:	37328					
50895	7/31/2014	024186	RAILROAD MGMNT CO. III, LLC 310106	6/30/2014	RENT/STORM WATER CROSSING	146.16	146.16
	Voucher:	37329					
50896	7/31/2014	022669	RED MOON DEVELOPMENT 58014	7/25/2014	REFUND/DUPLICATE PAYMENT/F	4,800.00	4,800.00
	Voucher:	37330					
50897	7/31/2014	025241	ROBERT HALF TECHNOLOGY, INI40790081	7/10/2014	WE 07-04-14/BRYAN HEAD/TEMP	1,127.13	
	Voucher:	37331	40832197	7/16/2014	WE 07-11-14/BRYAN HEAD/TEMP	710.00	
			40674550	6/24/2014	WE 06-20-14/BRYAN HEAD/TEMP	1,136.00	
			40743085	7/3/2014	WE 06-27-14/BRYAN HEAD/TEMP	1,420.00	4,393.13
50898	7/31/2014	022546	ROBINSON, JENNIFER REIMB	6/24/2014	REIMB/MEAL/JUN24/SPOKANE R	7.94	7.94
	Voucher:	37332					
50899	7/31/2014	003149	RODDA PAINT COMPANY 27041695	7/9/2014	GRACO ONE SEAL/GRACO LINEI	58.50	58.50
	Voucher:	37333					
50900	7/31/2014	025717	SANTAS, KRISTA 009926	7/18/2014	REFUND/OVERPAID/ANIMAL LIC	11.50	11.50
	Voucher:	37334					
50901	7/31/2014	022031	SEESZ, LINDA REIMB	7/8/2014	REIMB/CHAMBERS BAY HAT & VI	77.68	77.68
	Voucher:	37335					
50902	7/31/2014	025716	SETOODEH, THERESA 13UTAX	6/30/2014	2013 UTILITY TAX REFUND	56.00	56.00
	Voucher:	37336					
50903	7/31/2014	022527	SHELTON, KIMBERLY 13UTAX	7/28/2014	2013 UTILITY TAX REFUND	56.00	56.00
	Voucher:	37337					
50904	7/31/2014	021750	SHRM 9005844340	7/28/2014	OCT14-SEP15/MEMBERSHIP DUI	185.00	185.00
	Voucher:	37338					
50905	7/31/2014	002184	SPRAY CENTER ELECTRONIC INI227834	7/8/2014	3"BLT FINF-3 1/2 BOLT	73.11	73.11
	Voucher:	37339					

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
50906	7/31/2014	002613	SUPERIOR LINEN SERVICE,INC. 07692	7/16/2014	OFFICE MAT RENTAL/PW SHOP	79.97	79.97
		Voucher: 37340					
50907	7/31/2014	025709	SWEENEY, ANNE 78216	7/15/2014	REFUND/#8673 - BUNCO FUNDR	50.00	50.00
		Voucher: 37341					
50908	7/31/2014	002842	TACOMA RAINIERS BASEBALL CL10043	7/31/2014	FIELD TRIP/CAMP UPLAY	953.00	953.00
		Voucher: 37342					
50909	7/31/2014	025311	TACOMA WINSUPPLY, INC. 012170-00	6/24/2014	DIAPHRAGM ASSEMBLY KIT	49.55	49.55
		Voucher: 37343					
50910	7/31/2014	002823	THOMPSON ELECTRICAL CONST0714-6270CG	7/10/2014	POLE & CROSSWALK LIGHTING	1,758.06	
		Voucher: 37344	1213-5640-2	12/20/2013	STREET LIGHT POLE REPAIRS	400.40	
			0714-6381CG	7/10/2014	ST LIGHT REPAIR/27TH & GRAN	156.44	2,314.90
50911	7/31/2014	001636	THOMSON REUTERS - WEST 829854577	7/1/2014	JUN14/WEST INFORMATION CH/	615.57	615.57
		Voucher: 37345					
50912	7/31/2014	001035	TYLER TECHNOLOGIES, INC. 045-113234	6/25/2014	TRAINING/HR MODULE	52.18	
		Voucher: 37346	045-113844	7/2/2014	TRAINING/HR MODULE	1,800.00	1,852.18
50913	7/31/2014	025376	UNIVERSAL FIELD SERVICES, IN(38835	6/30/2014	BP WAY PH 5/ROW ACQUISITION	5,963.07	5,963.07
		Voucher: 37347					
50914	7/31/2014	001331	UNIVERSITY PLACE REFUSE SV, 798807	6/24/2014	WASTE DISPOSAL/KOBAYASHI C	826.20	
		Voucher: 37348	804487	7/23/2014	AUG14 BILLING PERIOD/REFUSE	1,166.58	1,992.78
50915	7/31/2014	001151	UNIVERSITY PLACE SCHOOL DISF22115	7/15/2014	JUN14/WEIGHT ROOM USE/BOO	180.00	180.00
		Voucher: 37349					
50916	7/31/2014	025336	US BANK 745000006	7/7/2014	CUSTOMER #745000006/JUN14/M	22.00	22.00
		Voucher: 37350					
50917	7/31/2014	024154	VALLEY SIGN 16537	7/2/2014	SIGNAGE/CREEKSIDE & PARADI	3,372.80	3,372.80
		Voucher: 37351					
50918	7/31/2014	001032	WA STATE 2014060095	7/2/2014	JUN14/ANALOG PHONE LINES/C	198.63	198.63
		Voucher: 37352					
50919	7/31/2014	001512	WA STATE AUDITORS OFFICE L103919	7/11/2014	AUDIT PERIOD/13-13	22,925.04	22,925.04
		Voucher: 37353					
50920	7/31/2014	001809	WA STATE DEPT OF ECOLOGY 2014-RS-WAR045	4/24/2014	REGIONAL STORMWATER MONI	21,730.00	21,730.00
		Voucher: 37354					
50921	7/31/2014	001664	WA STATE DEPT OF REVENUE 2NDQTR14	7/23/2014	2ND QTR 14 LEASEHOLD EXCISI	1,978.98	1,978.98
		Voucher: 37355					
50922	7/31/2014	022590	WA STATE DEPT OF TRANSPORTRE-313-ATB40714	7/14/2014	GEN PROJ MGMNT/MILDRED & €	301.12	301.12
		Voucher: 37356					

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
50923	7/31/2014	001345	WA STATE TREASURER	2NDQTR14	7/15/2014	2NDQTR14/BUILDING CODE FEE	319.50	319.50
		Voucher: 37357						
50924	7/31/2014	025702	WEINMAN, BERTRAM P.	ROW	7/10/2014	ROW EASEMENT/PARCEL#5435C	16,700.00	16,700.00
		Voucher: 37358						
50925	7/31/2014	001781	WILLIAMS OIL FILTER SVC, INC.	123127	7/9/2014	MISC PARTS/PW SHOP	410.30	
		Voucher: 37359		123894	7/15/2014	T-BOLT CLAMPS~	51.64	461.94
50926	7/31/2014	001357	ZUMAR INDUSTRIES INC	0170820	7/16/2014	ALUM SIGN/RICONOSCIUTO PAF	122.63	122.63
		Voucher: 37360						
Sub total for BANK OF AMERICA:								715,601.14

106 checks in this report.

Grand Total All Checks: 715,601.14

**Business of the City Council
City of University Place, WA**

Proposed Council Action:

Adopt a Resolution establishing the City Council's collective goals and outcomes for the 2015-2016 biennium.

Agenda No: 10
Dept. Origin: City Manager
For Agenda of: August 4, 2014
Exhibits: Draft Resolution

Concurred by Mayor _____
Approved by City Manager _____
Approved as to Form by City Atty: _____
Approved by Finance Director _____
Approved by Dept. Head _____

Expenditure Required: \$0.00	Amount Budgeted: \$0.00	Appropriation Required: \$0.00
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SUMMARY / POLICY ISSUES

The members of the University Place City Council have worked diligently to establish their collective City Council goals and outcomes for the City's 2015 – 2016 biennium, putting special emphasis on defining goals which are understandable, and outcomes which can be objectively tracked to completion. During the 2015 – 2016 biennium, the City Council, in its sole discretion, may add, remove or revise the matters included in these goals and outcomes by further resolution. It is in the best interests of the City and its citizens for the City Council to formally adopt the 2015 – 2016 City Council goals and outcomes in order to inform residents and provide policy guidance to the City Manager.

RECOMMENDATION / MOTION

MOVE TO: Adopt a Resolution establishing the City Council's collective goals and outcomes for the 2015-2016 biennium.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF UNIVERSITY PLACE, WASHINGTON,
ESTABLISHING THE CITY COUNCIL'S COLLECTIVE GOALS AND OUTCOMES FOR
THE 2015-2016 BIENNIUM**

WHEREAS, the members of the University Place City Council have worked diligently to establish their collective City Council goals and outcomes for the City's 2015 – 2016 biennium; and

WHEREAS, the City Council put special emphasis on defining goals which are understandable, and outcomes which can be objectively tracked to completion; and

WHEREAS, during the 2015 – 2016 biennium, the City Council in its sole discretion may add, remove or revise the matters included in these goals and outcomes by further resolution; and

WHEREAS, the City Council now desires to formally adopt the 2015 – 2016 City Council goals and outcomes to inform residents and provide policy guidance to the City Manager;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF UNIVERSITY PLACE, WASHINGTON, AS FOLLOWS:

1. The following 2015 – 2016 City Council goals and outcomes are hereby adopted:

Goal: A safer, more livable community.

- **Improved parks and recreation**
 - a. *Consider a Resolution directing the administration to work with a professional consultant and the PARC commission to develop a Master Plan for Creekside Park*
- **Better infrastructure**
 - a. *Complete Surface Water Management Plan Update*
 - b. *Schedule study session(s) to review options for sustainable funding for street maintenance and upon completion of study, determine to conclude the topic, or adopt legislation achieving the outcome or identifying next steps toward achieving the outcome.*
 - c. *Construct pavement overlay of Cirque Drive between Bridgeport Way and Grandview Drive*
 - d. *Construct Market Court between Bridgeport Way and Drexler Drive*
 - e. *Construct pavement overlay of Drexler Drive between 37th and 35th Streets*
 - f. *Construct curb, gutter, sidewalk, bike lanes and streetlights along Mildred Avenue between 19th Street and Regents Boulevard*
 - g. *Construct curb, gutter, sidewalk and streetlights along the north side of 44th Street between Bridgeport Way and 67th Avenue*
 - h. *Construct curb, gutter, sidewalk and streetlights along the south side of Cirque Drive between Orchard Street and 67th Avenue*
- **More beautiful city**
 - a. *Schedule study session(s) to review feasibility of undergrounding utility poles and upon completion of study, determine to conclude the topic, or adopt legislation achieving the outcome or identifying next steps toward achieving the outcome.*
 - b. *Consider a Resolution adopting a Gateway Signage Plan*
- **A full-service, self-sufficient community**
 - a. *Schedule study session(s) to review options for sustainable funding for Council-approved City events, and upon completion of study, determine to conclude the topic, or adopt legislation achieving the outcome or identifying next steps toward achieving the outcome.*
 - b. *Schedule study session(s) to identify any gaps in City services and available resources to meet any service gaps, and upon completion of study, determine to conclude the topic, or adopt legislation achieving the outcome or identifying next steps toward achieving the outcome.*

Goal: Increased community economic vitality.

- **Improved business climate**
 - a. *Consider a Resolution directing the Planning Commission to prepare a Sub-Area Plan for the Town Center Zone*
 - b. *Consider a Resolution directing the Planning Commission to prepare a Sub-Area Plan for the 27th Street Corridor*
 - c. *Consider a Resolution directing the Planning Commission to prepare a Sub-Area Plan for the Mildred Corridor*
 - d. *Consider a Resolution directing the Planning Commission to review city-wide zoning for economic development opportunities (e.g., waterfront and business park zoning)*

Goal: Better financial conditions.

- **Increased City financial viability**
 - a. *Consider a Resolution to enhance City's reserves*
 - b. *Review policies for debt reduction*

Goal: Greater citizen trust and confidence.

- **Improved public understanding of Council initiatives**
 - a. *Adopt a Communications Strategy*
 - b. *Schedule study session(s) to explore new or additional opportunities for citizen feedback, and upon completion of study, determine to conclude the topic, or adopt legislation achieving the outcome or identifying next steps toward achieving the outcome.*
2. Effective Date. This Resolution shall be effective immediately upon adoption by the City Council.

ADOPTED BY THE CITY COUNCIL ON JULY 7, 2014.

Denise McCluskey, Mayor

ATTEST:

Emelita Genetia, City Clerk

APPROVED AS TO FORM:

Steve Victor, City Attorney

**Business of the City Council
City of University Place, WA**

Proposed Council Action:

Adopt a resolution determining to seek a replacement for the City's newsletter.

Agenda No: 11

Dept. Origin:

For Agenda of: August 4, 2014

Exhibits: Draft Resolution

Concurred by Mayor _____
Approved by City Manager _____
Approved as to Form by City Atty: _____
Approved by Finance Director _____
Approved by Dept. Head _____

Expenditure Required: \$ 0.00	Amount Budgeted: \$ 0.00	Appropriation Required: \$0.00
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SUMMARY / POLICY ISSUES

The City has undertaken a comprehensive review of its communications strategy including policies, practices, means and methods, which commenced formally with study in 2013 and is intended to be complete by the end of 2014. This review encompasses all interrelated City communication activities including UPTV, internet based communications such as the City's website and the potential social media activities, the City's newsletter, and communications training. For fifteen years, the City has self-published a community newsletter, the City of University Place Headlines ("U.P. Headlines"), which continues to be strongly supported in the community.

A proposal has been made that the Council separate the study of the future of U.P. Headlines from the rest of the communications plan, and before completing work on a new overall communications strategy and plan, seek an alternative means of delivering the type of content featured in U.P. Headlines in a different manner, at a cost no greater than the current cost of U.P. Headlines. One suggestion is that the City consider contracting with a to-be-developed bi-weekly community newspaper to carry two pages of City-provided content, and also contract with an affiliated local weekly newspaper to serve as the City's official newspaper of record. This will require the development of a bid package in which the requirements, desired performance outcomes and essential contract terms are carefully and specifically set forth. Council must therefore identify its desired objectives for an alternative publication and any other desired specifications, to then be translated into the procurement documents and contract terms to be included in the bid.

Because of the substantial work by Council and staff, Council desires to consider threshold legislation which will determine whether Council desires to largely or completely eliminate the U.P. Headlines and embark on the process to seek an alternative means to communicate the type of information previously published in the U.P. Headlines.

RECOMMENDATION / MOTION

MOVE TO: Adopt a resolution determining to seek a replacement for the City's newsletter.

DRAFT

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF UNIVERSITY PLACE, WASHINGTON,
DETERMINING TO SEEK A REPLACEMENT FOR THE CITY'S NEWSLETTER**

WHEREAS, the City has undertaken a comprehensive review of its communications strategy including policies, practices, means and methods, which commenced formally with study in 2013 and is intended to be complete by the end of 2014; and

WHEREAS, the review encompasses all interrelated City communication activities including UPTV, internet based communications such as the City's website and the potential social media activities, the City's newsletter, and communications training; and

WHEREAS, as a part of its communications program the City has self-published a community newsletter, the City of University Place Headlines (hereafter "U.P. Headlines"), for more than fifteen (15) years; and

WHEREAS, U.P. Headlines continues to be strongly supported in the community, as evidenced by the recent very favorable responses to the fall 2013 PROS Plan Survey and the 2010 Community Survey; and

WHEREAS, a proposal has been made that the Council separate the study of the future of the U.P. Headlines from the rest of the communications plan, and before completing work on a new overall communications strategy and plan, seek an alternative means of delivering the type of content featured in the U.P. Headlines in a different manner, at a cost no greater than the current cost of the U.P. Headlines; and

WHEREAS, one suggestion is that the City consider contracting with a to-be-developed bi-weekly community newspaper to carry two pages of City-provided content, and also contract with an affiliated local weekly newspaper to serve as the City's official newspaper of record; and

WHEREAS, the current cost of publishing the U.P. Headlines is approximately \$51,000.00 per year, and the additional cost of publishing legal notices in the City's official newspaper of record in 2013 was \$15,187.00, and City's purchasing rules require that any procurement likely to exceed \$30,000.00 is subject to a formal competitive sealed bid; and

WHEREAS, in a formal sealed bid process, the City must carefully, and very specifically, delineate all of its requirements, desired performance outcomes and essential contract terms; and

WHEREAS, the development of such a bid package will require Council to identify its desired objectives for an alternative publication and any other desired specifications, to then be translated into the procurement documents and contract terms to be included in the bid; and

WHEREAS, the process to develop a well-crafted procurement entails substantial work by Council and staff, and therefore, Council desires to consider threshold legislation which will determine whether Council desires to largely or completely eliminate the U.P. Headlines and embark on the process to seek an alternative means to communicate the type of information previously published in the U.P. Headlines; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF UNIVERSITY PLACE, WASHINGTON, AS FOLLOWS:

Section 1. Incorporation of Recitals. The recitals are hereby incorporated herein as if set forth in full.

Section 2. Removal of Newsletter from Study of Overall Communications Strategy Study Process. The City Council hereby removes the study of the Newsletter and alternatives from the overall communications strategy and planning process to be addressed on a separate prioritized basis.

Section 3. Threshold Determination to Discontinue U.P. Headlines. The City Council hereby makes a threshold determination to substantially or entirely eliminate the U.P. Headlines in favor of an alternative to be identified through a formal competitive procurement process.

Section 4. Future Formal Bid Process. The City Council hereby commits itself and its administration to prioritize the identification of desired objectives for an alternative to the newsletter and any other desired specifications, to then be translated into the procurement documents and contract terms to be included in a well-crafted procurement for a replacement for the U.P. Headlines.

Section 5. Effective Date. This Resolution shall be effective immediately upon adoption by the City Council.

ADOPTED BY THE CITY COUNCIL ON AUGUST 4, 2014.

Denise McCluskey, Mayor

ATTEST:

Emelita Genetia, City Clerk

APPROVED AS TO FORM:

Steve Victor, City Attorney