

**CITY OF UNIVERSITY PLACE  
MINUTES  
Regular Meeting of the City Council  
Monday, March 6, 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 City Clerk as follows:

|                         |         |
|-------------------------|---------|
| Councilmember Keel      | Present |
| Councilmember Wood      | Present |
| Councilmember McCluskey | Present |
| Councilmember Flemming  | Present |
| Councilmember Belleci   | Excused |
| Mayor Pro Tem Figueroa  | Present |
| Mayor Worthington       | Present |

Staff Present: City Manager Sugg, City Attorney Kaser, Community and Economic Development Director Briske, Senior Planner George, Administrative Services Director Petorak, Public Works Director Ecklund, NPDES Coordinator Smith, Police Chief Premo, Public Safety Administrator Hales, and City Clerk Genetia.

**3. PLEDGE OF ALLEGIANCE**

Councilmember Keel led Council in the Pledge of Allegiance.

**4. APPROVAL OF AGENDA**

**MOTION:** By Mayor Pro Tem Figueroa, seconded by Councilmember Keel, to approve the agenda.

**The motion carried.**

**5. PRESENTATION**

American Red Cross Proclamation – Mayor Worthington presented a proclamation to Larry Bleich, Community Volunteer Leader/Elected Officials Liaison, and Diane Hamilton, Board Member of the American Red Cross South Sound and Olympics, declaring March 2023 as Red Cross Month and encouraged all citizens of University Place to reach out and support its humanitarian mission.

**6. PUBLIC COMMENT** – The following individual provided comments: Chris Saunders, University Place Parks & Recreation Foundation.

**7. CONSENT AGENDA**

**MOTION:** By Mayor Pro Tem Figueroa, seconded by Councilmember Keel to approve the Consent Agenda as follows:

- A.** Approve the minutes of the February 21, 2023 Council meeting as submitted.
- B.** Receive and File: Payroll for period ending 02/15/23; and Claims dated 02/15/23 (2022/2023 Invoices).
- C.** Adopt a Resolution approving an amended Interlocal Agreement between the City of University Place, the City of Lakewood, Town of Steilacoom, and Pierce County Fire District 3 for Emergency Management purposes. (**RESOLUTION NO. 1006**)

**The motion carried.**

## **8. CITY MANAGER & COUNCIL COMMENTS/REPORTS**

City Manager Sugg informed Council that the United States Golf Association (USGA) has selected Chambers Bay to host the 2027 U.S. Junior Amateur and 2033 U.S. Amateur Championship. These will be the fifth and sixth USGA championship events held at the golf course.

Councilmember Keel provided an update on his findings regarding the South Sound 911 Board membership and asked for his colleagues' support for staff to write a letter to the Board reasoning the City's position for a Board representation.

Councilmember Wood expressed his excitement about the Inclusive Playground campaign. He also congratulated the Curtis High School Boys Varsity Basketball team on winning the State championship.

Councilmember McCluskey commented on the construction cost of the Inclusive Playground. She also reported that she received a letter from citizens about the roundabout on Cirque and Alameda and asked if Public Works staff could check on it and address their concerns.

Councilmember Flemming commended the University Place Parks & Recreation Foundation for their Inclusive Playground project campaign. He also supported Councilmember Keel's letter request to South Sound 911. In addition, he reported that he attended the University Place Rotary's Clean UP event meeting and encouraged Council to register and participate in the program. Lastly, Councilmember Flemming expressed his excitement about the USGA tournament events at Chambers Bay.

Mayor Pro Tem Figueroa thanked Councilmember Keel for his inquiries on the South Sound 911 membership and gave his support to the South Sound 911 letter. He also requested that the Curtis High School champions and youth be recognized at a Council meeting for their achievements. and looks forward for the City Manager to make the appropriate arrangements.

Mayor Worthington agreed with Mayor Pro Tem Figueroa's recognition request and asked the City Manager to make the appropriate arrangement. He also congratulated University Place Parks & Recreation Foundation for their Inclusive Playground project. Lastly, he commented on the City's Proposition 1 ballot submitted for the April 25 Special Election.

## **STUDY SESSION**

## **9. STORMWATER MANAGEMENT PROGRAM UPDATE**

Public Works Director Ecklund, along with NPDES Coordinator Smith, presented the updates to the City's Stormwater Management Program (SWMP). As a condition of the City's NPDES Municipal Stormwater Permit, the City is required to develop, implement, and annually update its Stormwater Management Program. He noted that this program is not a comprehensive plan and does not address specific capital project needs and does not include a review or analysis to the City's stormwater management fee which will be addressed in a separate stormwater comprehensive plan effort that will be brought to Council later this year for study. The program lists the components that are required to be addressed and identifies the stormwater related actions and activities that need to be conducted by the City to meet its requirements under the NPDES Municipal Stormwater permit. The changes this year are minor and consist of updates to the dates of public comment period and Council meetings; updates to the various milestones/deadlines that have already been completed in 2022 and added new ones for 2023; updates to reference in the required GIS Mapping hours for 2023; an update of the Storm Water Pollution Protection Plan for the Public Works Shop facility; and the addition of two documents - the Business Source Control Program and the Operations and Maintenance Stormwater Pollution Management Plan. Mr. Smith covered the educational outreach plan for the Business Source Control Program.

Director Ecklund stated that the proposed update to this program has been posted on the City's website. The public comment period for the program update will run through March 20, 2023. The proposed update has been reviewed and is in conformance with the City's obligations under its NPDES permit. Its adoption helps the City ensure continued compliance with the Department of Ecology's requirements.

Staff addressed Council questions regarding staff needs for the new Business Source Control Program; inspection fee; NPDES survey on water run-offs to target audience; solid waste management program resource; funding to help businesses with clean-up effort; pollutants coming from residential water run-offs; direct and indirect cost of the SWM program; how to detect/trace elicit discharge source; and recurring source points.

## **10. HOUSING ACTION TOOLKIT**

Community and Economic Development Director Briske provided an overview on the implementation of the City's Housing Action Toolkit. It outlines three housing strategies with a variety of recommended proactive actions the City can take to help address the current and future housing needs within the City. He indicated that on December 2021, the City Council directed the Planning Commission to review and recommend development regulation amendments to the Housing Action Toolkit.

Director Briske, along with Senior Planner George, presented and discussed the proposed amendments aimed at reducing the development costs and application processing timelines. These include: (1) Raising the short plats definition from 4 to 9 to change the threshold for how many lots is processed as a short subdivision; (2) Allow administrative approval of final plats (per RCW 58.17.100) to speed up processing time; and (3) Raise the State Environmental Policy Act (SEPA) exemption levels for minor new construction (recommended baseline categorical exemption flexible threshold as follows: multifamily - 30 dwelling units or less if within one structure; commercial and parking spaces – 10,000 square feet or less of gross floor area and 40 or fewer parking spaces; and landfills and excavations – 750 cubic yards or less).

The Planning Commission has met on numerous occasions to study the proposed changes, held a public hearing, and voted to recommend the above amendments for Council consideration. Director Briske noted that the final recommendation from the Planning Commission relates to Accessory Dwelling Units which will be brought forward to Council at a future meeting.

Staff addressed Council's questions and concerns about plat subdivision; the number of parcels affected by the short plat subdivision; review charges; lot closure certification; legal implication of the term "unbuildable"; change to the administrative approval; mechanism for Council visibility; SEPA trigger and control on infrastructure requirements; methodology in determining the exemption thresholds for multifamily units, and commercial and parking spaces; provisions for the department to enact SEPA review if necessary; time savings the elimination of SEPA has in the approval process (the amount of time the elimination of SEPA could save in the approval process); penalty for not meeting review/approval deadline; why the change in SEPA review process; process shortcuts and compressed/condensed timelines; and gap between SEPA and current regulations. Comments were made about housing affordability and how changes that could be happening within the state level could affect the City's regulations.

## **11. HB-1406 FUND UTILIZATION**

Community and Economic Development Director Briske provided an overview on the affordable housing sales tax revenue sharing program codified under RCW 82.14.540. He indicated that the City Council authorized the Affordable and Supportive Housing sales tax on June 1, 2020 pursuant to Substitute House Bill 1406 through which the City has received \$71,110.57 as of the end of 2022. Director Briske introduced Jason Gauthier, South Sound Housing Affordability Partners' (SSH<sup>3</sup>P) Manager, who provided an update on work that is underway on regional collaboration on HB-1406 funds. Mr. Gauthier stated that the HB-1406 funds are eligible to be used for affordable and supportive housing projects to serve households earning at or below 60% of the median income. The funds can be used for acquiring, rehabilitating, or constructing affordable housing, including new units within an existing structure or facilities providing supportive housing; operations and maintenance costs of new units of affordable or supportive housing; and for cities with a population at or under 100,000, the funds can be used to provide rental assistance. He noted the three recommendations made to the City's Housing Action Plan and indicated that the City can also add a recommendation in it regarding the regional pooling of funds to support affordable housing. He pointed out some regional collaborations supporting affordable housing where cities and counties would enter into interlocal agreements to pool and allocate HB-1406 funds: ARCH (A Regional Coalition for Housing), SKHHP (South King County Housing & Homelessness Partners), RHC (Regional Housing Council) and Housing Fund Board. He provided examples of affordable housing projects funded by pooled HB-1406 sale tax credits, and how Pierce County jurisdictions have allocated HB-1406 funds. Mr. Gauthier relayed that

as SSHAP enters into conversations with its member government partners about options for pooling HB-1406 dollars, SSHAP has three basics: *rental assistance* – could be used to provide eviction prevention funding, a short or long term rental subsidy program, and/or pay move in cost; *home repair* – to create an owner-occupied home repair program to serve qualified households located in participating jurisdictions; and *capital* – create a capital fund program for the acquisition, construction, and/or rehabilitation of affordable or supportive housing. He said that SSHAP's 2023 Work Plan calls for the exploration of regional funding collaboration for affordable housing development using dedicated local revenue sources. SSHAP is engaging with member governments that collect HB-1406 funds in exploring that possibility, and are moving forward with scheduling, at staff level, negotiations for developing options for the pooling of these resources and how those might be targeted in programming.

Mr. Gauthier answered Council's questions regarding the SSHAP "capital fund" definition; number of member governments participating in the funding collaboration; project funding and benefits; the number households that meet the 60% income threshold; options for administration of funds; and program development process. There was a request for Council to study options for HB-1406 funds use/program.

At 8:58 p.m., a motion was made and was carried to extend the meeting for 20 minutes.

**12. ADJOURNMENT** – The meeting adjourned at 9:16 p.m. No other action was taken.

Submitted by,

Emy Genetia  
City Clerk