

**City of Roy Council Meeting Minutes**  
**Roy City Hall Study Session and Council Meeting 01/08/2024**  
Monday, January 8th, 2024, at 7PM and 7:30PM PST

Roy City Council Meetings are held in person at 216 McNaught Street South, Roy, WA 98580 and virtually on ToGo Meetings. Registration is required to attend virtually; please use the link below to log into the meeting digitally.

<https://meet.goto.com/RoyCityHall6>

You can also dial into the meeting using your phone.

Access Code:  
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**ROY CITY COUNCIL: STUDY SESSION**  
**Roy City Hall – 01/08/2024 - 7PM**

Notes from Roy City Code:

**1-5-3 MEETING TYPES; TIMES AND PLACES; NONATTENDANCE:**

C. Study Sessions: Immediately preceding each regular meeting at seven o'clock (7:00) P.M., the council may hold a study session for the purpose of providing the council with background information and briefing on items forthcoming on the meeting agenda or such other business that may arise before the council during the meeting. (Ord. 768, 4-10-2006)

Discussion Topics:

- Discuss date for future Town Hall Meeting – Q1 (January – March) – *Council chose the date of 3/25/24 at 7pm in the Council Chambers for their Town Hall Meeting.*
- CM Y. Starks Newsletter Photo & Biography reminder for February
- Council Members Online Training – How To Guide

**ROY CITY COUNCIL: REGULAR COUNCIL MEETING**  
**Roy City Hall – 01/08/2024 - 7:30 PM**

## 1) CALL TO ORDER AND ATTENDANCE/ABSENCE STATEMENT

*Mayor Ivy called the meeting to order at 7:30 p.m.*

*Present: Mayor Kimber Ivy; Council Members Yvonne Starks, Harvey Gilchrist, Bill Starks, Jim Rotondo and Rachel Chavez; Special Legal Counsel Curtis Chambers, City Clerk/Treasurer Michael Malek, Police Chief Paul Antista*

## 2) PLEDGE OF ALLEGIANCE

**3) CITIZEN'S REQUEST TO BE HEARD:** (Limit comments to 3 minutes per person, per Roy City Code (RCC) 1-5-6(D)). Please note: State law (RCW 42.17A.555) prohibits the use of facilities of a public office, including City Hall, to support or oppose a ballot measure or an election campaign for public office.

*7:33pm – Cindy Byrd – Ft. Lewis Traffic, Inslee Best Attorney concerns.*

*7:38pm – Patty Haver – Community meeting (Citizen Input), Budget, Community participating in council meeting concerns.*

*Motion to move Citizen Request from 3 minutes to 5 minutes. Motion made by CM B. Starks at 7:48pm, 2<sup>nd</sup> by CM J. Rotondo – Will move to create an ordinance that updates RCC 1-5-6(D). The floor opened to discussion on motion. Discussed moving response time by CM B. Starks. 10 minutes suggested total (5 minutes for citizen & 5 minutes for council response) – Motion to vote returned to council for ordinance to be updated reflecting minute update and response. Motion by CM B. Starks, 2<sup>nd</sup> by CM. Y Starks.*

*8:03pm – Carol Dittbenner – Community Meeting – Citizen input and community participating in council meeting concerns, Warren St.*

## 4) CONSENT AGENDA:

*Motion to approve made at 8:20pm by CM H Gilchrist, Second by CM B. Starks. Motion passed unanimously.*

a) Minutes: December 11<sup>th</sup> – Study/Work Session & Council Meeting & December 15<sup>th</sup> Special Meeting

b) Vouchers: **#36724 - #36751**

Payroll and Claims Check

Payroll Total = **\$50,675.68**

Claim/EFT/Draft/Excise Tax Totals = **\$29,961.78**

c) Current Treasurers Report

Proposed Motion: “Motion to approve the Consent Agenda as prepared.”

## 5) PROCLAMATIONS AND PRESENTATIONS: None

**6) MILITARY UPDATE: None**

*Motion to remove from agenda made at 8:22pm by CM H. Gilchrist. 2<sup>nd</sup> by CM. Y Starks. Option to add back in if necessary.*

**7) PUBLIC HEARING: None**

**8) RESOLUTIONS:**

**a) Resolution 958**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROY, WASHINGTON, AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH SKILLINGS ENGINEERING & CONSULTING FIRM FOR CITY ENGINEER SERVICES – 1<sup>st</sup> Read.**

- **Remove G&O Retirement note from Resolution 958 post approval and signing.**
  1. Staff Briefing
  2. Council Propose Action
  3. Council Deliberation

*8:29pm – CM R. Chavez made motion to approve Resolution 958. 2<sup>nd</sup> by CM H. Gilchrist. Motion passes 3/5. CM J. Rotondo is deciding Yay vote.*

**b) Resolution 959**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROY, WASHINGTON, AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH BHC CONSULTANTS FOR CITY PLANNING & LAND USE SERVICES – 1<sup>st</sup> Read.**

1. Staff Briefing
2. Council Propose Action
3. Council Deliberation

*8:33pm – CM R. Chavez made motion to approve Resolution 959. 2<sup>nd</sup> by CM H. Gilchrist. Motion passes 3/5. CM J. Rotondo is deciding Yay vote.*

**c) Resolution 960**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROY, WASHINGTON, AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH TOWNZEN & ASSOCIATES FOR BUILDING OFFICIAL SERVICES – 1<sup>st</sup> Read.**

1. Staff Briefing
2. Council Propose Action

### 3. Council Deliberation

8:34pm – CM R. Chavez made motion to approve Resolution 960. 2<sup>nd</sup> by CM H. Gilchrist. Motion passes 5/5.

#### d) Resolution 961

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROY, WASHINGTON, CONFIRMING MAYOR’S APPOINTMENT OF CURTIS CHAMBERS AND THE LAW FIRM OF INSLEE BEST DOEZIE & RYDER, P.S. AS CITY ATTORNEY; APPOINTING ATTORNEY LISA MARIE ROYBAL ELLIOTT AS SPECIAL LEGAL COUNSEL FOR THE ROY POLICE DEPARTMENT; AND AUTHORIZING THE MAYOR TO EXECUTE AGREEMENTS - 1<sup>st</sup> Read.**

1. Staff Briefing
2. Council Propose Action
3. Council Deliberation

8:35pm – CM R. Chavez made motion to approve Resolution 961. 2<sup>nd</sup> by CM H. Gilchrist. Motion passes 5/5.

### 9) ORDINANCES:

#### a) Ordinance 1014

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROY, PIERCE COUNTY, WASHINGTON, RELATING TO CITY COUNCIL REGULAR MEETING DATES AND TIMES; AMENDING SECTION 1-5-3 OF THE ROY MUNICIPAL CODE; PROVIDING FOR SEVERABILITY AND PUBLICATION; AND SETTING AN EFFECTIVE DATE. - 1<sup>st</sup> Read**

1. Staff Briefing
2. Council Propose Action – If action is taken in this meeting, no meeting on 1/22/2024.
3. Council Deliberation

8:37pm – CM R. Chavez made motion to approve Ordinance 1014. 2<sup>nd</sup> by CM Y. Starks. Motion passes 5/5.

#### b) Ordinance 1015

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROY,**

**PIERCE COUNTY, WASHINGTON, RELATING TO CITY BOARDS AND COMMISSIONS; ADOPTING CHAPTER 1-5 OF THE ROY MUNICIPAL CODE, ESTABLISHING THE HISTORIC COMMISSION; PROVIDING FOR SEVERABILITY AND PUBLICATION; AND SETTING AN EFFECTIVE DATE. - 1<sup>st</sup> Read**

1. Staff Briefing
2. Council Propose Action
3. Council Deliberation

*8:46pm – CM H. Gilchrist made motion to approve Ordinance 1015. 2<sup>nd</sup> by CM R. Chavez. Motion passes 5/5.*

**10) OLD BUSINESS:**

**a) Review web design proposal from Russ Hansen (R1**

**WebDesign) & discuss (presented in May 2023)**

*8:47p - Mayor approved to enter into contract with R1 to update website. Motion by CM Y. Starks, 2<sup>nd</sup> by CM H. Gilchrist. Motion passes 5/5*

**b) Review water rate study proposal & discuss (presented**

**originally on 10/23/2023)**

*8:48p – Motion to RFP for Water Rate Survey and Present to Council – Motion by CM B. Starks, 2<sup>nd</sup> by CM Y. Starks. motion passes 5/5*

**c) Lobbyist Information & Continued discussion (discussed**

**verbally in Q4 2023)**

*8:51p – Motion to RFP for Lobbying services and Present to Council – Motion by CM B. Starks, 2<sup>nd</sup> by CM Y. Starks. Motion passes 5/5*

**11) NEW BUSINESS:**

**a) Review Court Clerk salary from 2023 budget**

*8:52p – Motion to approve updates necessary to court clerk salary based on 2023 budget figures made by CM B. Starks, 2<sup>nd</sup> by CM H. Gilchrist. Motion passed 5/5*

**12) MAYOR REPORTS:**

*8:54pm – Motion to get estimates to remove/replant tree in front of Roy City Hall to a more appropriate area. Motion made by CM. B. Starks, 2<sup>nd</sup> by CM. H. Gilchrist. Motion passes 4/5*

*8:57pm – Motion to get estimates for private plow services to assist the city. Motion made by CM H. Gilchrist, 2<sup>nd</sup> by CM Rachel Chavez. Motion passes 5/5.*

**13) COUNCIL REPORTS:**

*CM Chavez – Position 1 – Meeting with Nisqually & Meeting with BNSF/WSDOT Update.*

**14) BUILDING PERMITS:**

**a) 2023-A10 – Shell Signage**

**b) 2023-A11 – Comcast**

**15) ADDITIONAL MATTERS: None**

**16) EXECUTIVE SESSION: None**

*9:33p - Council gave PD Chief Antista permission to give a brief update on PD business. – Pierce County Task Force enrollment by both officers, update for PD Schedules.*

**17) ADJOURNMENT**

*9:35 – Motion to adjourn made by CM. H. Gilchrist, 2<sup>nd</sup> by CM Rachel Chavez. Motion passes 5/5*