

City of Roy Council Meeting MINUTES
Roy City Hall Study & Work Sessions and Council Meeting 12/09/2024
Monday, 12/09/2024, at 6:30 PM and 7:00 PM PST

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

Teams Meeting :

Meeting ID: 284 956 506 40

Passcode: DeaKWi

https://teams.microsoft.com/l/meetup-join/19%3ameeting_YzJIMjVIZTItM2U2YS00YTdiLTliYmYtYzU3MjgyNTY4MGJl%40thead.v2/0?context=%7b%22Tid%22%3a%2212dac341-11ee-4688-b148-560db4fb0cbf%22%2c%22Oid%22%3a%229cf58072-9533-4231-87f9-6c7fc325790d%22%7d

ROY CITY COUNCIL: STUDY & WORK SESSION

Roy City Hall – 12/09/2024 – 6:30PM

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 (6:30) 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. 1014, 01/08/2024)

Discussion Topics:

Please complete the questionnaire for all elected officials for Conflict of Interest per the request from the State Auditor's office at the meeting of 12/2/2024 and turn in to the Acting City Clerk/Treasurer prior to the start of the meeting.

ROY CITY COUNCIL: REGULAR COUNCIL MEETING

Roy City Hall – 12/09/2024 - 7:00 PM

1) CALL TO ORDER AND ATTENDANCE/ABSENCE STATEMENT

[06:59:41 PM \(00:37:59\)](#)

[Mayor - Kimber Ivy: Absent](#)

[Council Member - Edmund Dunn: Present](#)

[Council Member, Mayor pro tem - Yvonne Starks: Present](#)

[Council Member - Jim Rotondo: Absent](#)

[Council Member - Ryan Muller: Present](#)

[Council Member - Bill Starks: Present](#)

[Acting City Clerk-Treasurer - Beth King: Present](#)

[Chief of Police - Paul Antista: Present](#)

[Public Works Director - Ryan Fuller: Absent](#)

[Special Legal Council - : Present](#)

[Court Clerk - Katy Henricksen: Absent](#)

[Special Legal Council - Rosemary Larson: Absent](#)

[Deputy Clerk - Kim Bendel: Absent](#)

[City Attorney - Lisa Marshall: Absent](#)

[City Attorney - Joanna Eide: Absent](#)

2) PLEDGE OF ALLEGIANCE

[07:00:05 PM \(00:38:23\)](#)

3) CONSENT AGENDA:

[07:00:36 PM \(00:38:54\)](#)

a) Minutes: Special Meeting 11-4-2024 - previously provided

Regular Meeting 11-18-2024

Special Meeting 12-2-2024

b) Vouchers: # 37058-37070

37071-VOIDED CHECK

37072-37081 CHECKS PAID 10/31/2024 AND REPORTED 11/2024 MEETING

37082-VOIDED CHECK

37083-37097

Payroll and Claims Check

Payroll Total = **\$58,803.88**

Claim/EFT/Draft/Excise Tax Totals = **\$23,187.81**

Total Vouchers Paid = **\$81,991.69**

c) Current Treasurers Report

Proposed Motion: "Motion to approve the Consent Agenda as prepared."

Yvonne and Bill Starks were not in agreement of the meeting minutes from 11-18-2024 as they wanted written statements from the staff from the presentations made at the meeting. Those were just note outlines of what was to be reported on – no written statements available.

Motion made by Bill Starks to remove the meeting minutes from 11-18-2024.

[Council Member - Bill Starks: Motion](#)

[Council Member, Mayor pro tem - Yvonne Starks: 2nd](#)
[Mayor - Kimber Ivy: N\A](#)
[Council Member - Edmund Dunn: Approve](#)
[Council Member, Mayor pro tem - Yvonne Starks: Approve](#)
[Council Member - Jim Rotondo: Absent](#)
[Council Member - Ryan Muller: Approve](#)
[Council Member - Bill Starks: Approve](#)
[Acting City Clerk-Treasurer - Beth King: N\A](#)
[Chief of Police - Paul Antista: N\A](#)
[Public Works Director - Ryan Fuller: N\A](#)
[Special Legal Council - : N\A](#)
[Court Clerk - Katy Henricksen: N\A](#)
[Special Legal Council - Rosemary Larson: N\A](#)
[Deputy Clerk - Kim Bendel: N\A](#)
[City Attorney - Lisa Marshall: N\A](#)
[City Attorney - Joanna Eide: N\A](#)

Motion made by Bill Starks to approve the Consent Agenda as amended.

[Council Member - Bill Starks: Motion](#)
[Council Member - Edmund Dunn: 2nd](#)
[Mayor - Kimber Ivy: N\A](#)
[Council Member - Edmund Dunn: Approve](#)
[Council Member, Mayor pro tem - Yvonne Starks: Approve](#)
[Council Member - Jim Rotondo: Absent](#)
[Council Member - Ryan Muller: Approve](#)
[Council Member - Bill Starks: Approve](#)
[Acting City Clerk-Treasurer - Beth King: N\A](#)
[Chief of Police - Paul Antista: N\A](#)
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[Special Legal Council - : N\A](#)
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[Deputy Clerk - Kim Bendel: N\A](#)
[City Attorney - Lisa Marshall: N\A](#)
[City Attorney - Joanna Eide: N\A](#)

SIGN CONSENT AGENDA

4) PROCLAMATIONS AND PRESENTATIONS:

[07:04:14 PM \(00:42:32\)](#)

- a) Public Works update – Ryan Fuller, Public Works Director – ***Absent***
- b) Skills update – John Hnitashin [07:04:24 PM \(00:42:42\)](#)
- c) Police update – Chief of Police, Paul Antista [07:25:38 PM \(01:03:56\)](#)

5) CITIZEN'S REQUEST TO BE HEARD: [07:38:17 PM \(01:16:35\)](#)

(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.

[07:38:25 PM \(01:16:43\)](#) – Matt Ivy – *Letter to Roy Council. Email received at 12:53 pm 12/9/2024, to the City Clerk Treasurer email for the City Clerk Treasurer to read during this time.*

The following requests were not submitted to the City Clerk Treasurer prior to the start of the meeting per RCC 1-5-9 D. Allowed without council vote by Mayor Pro Temp Yvonne Starks.

[07:41:17 PM \(01:19:35\)](#) – Carol DittBenner – No topic listed

[07:44:10 PM \(01:22:28\)](#) – Patricia Haver – No topic listed – [07:47:45 PM \(01:26:03\)](#) Motion by Bill Starks, 2nd by Yvonne Starks, 4 Yay's to all an additional 5 minutes.

6) PUBLIC HEARING:

[07:52:43 PM \(01:31:01\)](#)

PUBLIC HEARING ON FINAL 2025 BUDGET

*Tara Dunford CPA

1. Public Hearing Opened
2. Staff Briefing

[07:53:14 PM \(01:31:32\)](#)

3. Public Comment on Final Budget 2025 (Limited to 5 minutes per person, per RCC 1-5-6(E)) [07:53:47 PM \(01:32:05\)](#) *The following requests were not submitted to the City Clerk Treasurer prior to the start of the meeting per RCC 1-5-9 D. Allowed without council vote by Mayor Pro Temp Yvonne Starks.*

[07:54:47 PM \(01:33:05\)](#) *Motion by Mayor Pro Temp Yvonne Starks to take a 5-minute recess so Cindy Byrd can fill out her Request To Speak Sign-Up Form*

[Council Member, Mayor pro tem - Yvonne Starks: Motion](#)

[Council Member - Bill Starks: 2nd](#)

[Mayor - Kimber Ivy: N\A](#)

[Council Member - Edmund Dunn: Approve](#)

[Council Member, Mayor pro tem - Yvonne Starks: Approve](#)

[Council Member - Jim Rotondo: Absent](#)

[Council Member - Ryan Muller: Approve](#)

[Council Member - Bill Starks: Approve](#)

[Acting City Clerk-Treasurer - Beth King: N\A](#)

[Chief of Police - Paul Antista: N\A](#)

[Public Works Director - Ryan Fuller: N\A](#)

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[Court Clerk - Katy Henricksen: N\A](#)

[Special Legal Council - Rosemary Larson: N\A](#)

[Deputy Clerk - Kim Bendel: N\A](#)

[City Attorney - Lisa Marshall: N\A](#)

[City Attorney - Joanna Eide: N\A](#)

[07:59:13 PM \(01:37:31\)](#) *Meeting readjourned*

[07:59:21 PM \(01:37:39\)](#) – Cindy Byrd – *Public Hearing Budget*

[08:01:50 PM \(01:40:08\)](#) – Patricia Haver – *No topic listed*

4. Public Hearing Closed

[08:04:23 PM \(01:42:41\)](#)

8) NEW BUSINESS:

ORDINANCES:

[08:04:33 PM \(01:42:51\)](#)

A) ORDINANCE NO. 2024-1019

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROY, WASHINGTON, ADOPTING THE CITY OF ROY BUDGET FOR 2025; SETTING FORTH CITY ESTIMATED REVENUES AND APPROPRIATIONS; ESTABLISHING CITY JOB CLASSIFICATIONS AND PAY RANGES; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

- a) Staff Briefing: CPA – Tara Dunford [08:05:01 PM \(01:43:19\)](#)
- b) Council Deliberation
- c) Proposed Motion: Motion to _____ **ORD 2024-1019:** (Read Ordinance as written above)

[08:35:13 PM \(02:13:31\)](#)

Changes made to budget as follows:

1. Reduce water capital expenditure budget to a total of \$600,000.00 from \$1,100,000.00.
2. Reduce the legal budget in the general fund to \$20,000.00 from \$60,000.00.
3. Reduce medical benefits by approximately \$7,000.00 to high deductible plans only as soon as legally possible.
4. Authorize a zero percent Cost Of Living Adjustment (COLA).
5. Cut the .5 FTE position – City Clerk Assistant.

[08:36:26 PM \(02:14:44\)](#) *Motion made by Mayor Pro Temp Yvonne Starks to adopt the budget as amended. *** corrected at end of the meeting – this vote was to amend the budget.*

[Council Member, Mayor pro tem - Yvonne Starks: Motion](#)

[Council Member - Bill Starks: 2nd](#)

[Mayor - Kimber Ivy: N\A](#)

[Council Member - Edmund Dunn: Approve](#)

[Council Member, Mayor pro tem - Yvonne Starks: Approve](#)

[Council Member - Jim Rotondo: Absent](#)

[Council Member - Ryan Muller: Approve](#)

[Council Member - Bill Starks: Approve](#)

[Acting City Clerk-Treasurer - Beth King: N\A](#)

[Chief of Police - Paul Antista: N\A](#)

[Public Works Director - Ryan Fuller: N\A](#)

[Special Legal Council - : N\A](#)

[Court Clerk - Katy Henricksen: N\A](#)

[Special Legal Council - Rosemary Larson: N\A](#)

[Deputy Clerk - Kim Bendel: N\A](#)

[City Attorney - Lisa Marshall: N\A](#)

[City Attorney - Joanna Eide: N\A](#)

[08:54:11 PM \(02:32:29\)](#) *Motion made by Edmund Dunn to adopt the 2025 budget as amended.*

[Council Member - Edmund Dunn: Motion](#)

[Council Member - Ryan Muller: 2nd](#)

[Mayor - Kimber Ivy: N\A](#)

[Council Member - Edmund Dunn: Approve](#)

[Council Member, Mayor pro tem - Yvonne Starks: Approve](#)

[Council Member - Jim Rotondo: Absent](#)
[Council Member - Ryan Muller: Approve](#)
[Council Member - Bill Starks: Approve](#)
[Acting City Clerk-Treasurer - Beth King: N\A](#)
[Chief of Police - Paul Antista: N\A](#)
[Public Works Director - Ryan Fuller: N\A](#)
[Special Legal Council - : N\A](#)
[Court Clerk - Katy Henricksen: N\A](#)
[Special Legal Council - Rosemary Larson: N\A](#)
[Deputy Clerk - Kim Bendel: N\A](#)
[City Attorney - Lisa Marshall: N\A](#)
[City Attorney - Joanna Eide: N\A](#)

B) ORDINANCE 2024-1024

[08:40:06 PM \(02:18:24\)](#)

AN ORDINANCE OF THE CITY OF ROY, WASHINGTON, ADOPTING THE 2024 COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY AND PUBLICATION; AND SETTING AN EFFECTIVE DATE.

- a) Staff Briefing [08:41:09 PM \(02:19:27\)](#) – *Planning Commission Chair – Darci Nevatt*
- b) Council Deliberation
- c) Proposed Motion: Motion to _____ **ORD 2024-1024:** (Read Ordinance as written above)

[08:52:02 PM \(02:30:20\)](#) *Motion made by Edmund Dunn to adopt the Comprehensive Plan as presented.*

[Council Member - Edmund Dunn: Motion](#)
[Council Member, Mayor pro tem - Yvonne Starks: 2nd](#)
[Mayor - Kimber Ivy: N\A](#)
[Council Member - Edmund Dunn: Approve](#)
[Council Member, Mayor pro tem - Yvonne Starks: Approve](#)
[Council Member - Jim Rotondo: Absent](#)
[Council Member - Ryan Muller: Approve](#)
[Council Member - Bill Starks: Approve](#)
[Acting City Clerk-Treasurer - Beth King: N\A](#)
[Chief of Police - Paul Antista: N\A](#)
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[Special Legal Council - : N\A](#)
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[Deputy Clerk - Kim Bendel: N\A](#)
[City Attorney - Lisa Marshall: N\A](#)
[City Attorney - Joanna Eide: N\A](#)

- 9) **MAYOR REPORTS:**
- 10) **COUNCIL REPORTS:**
- 11) **BUILDING PERMITS:**
 - 2024-A1 Perez – Deck/porch/floor/roof/windows – CLOSED**
 - 2024-A2 Garcia – Siding/deck/stairs/roof alter. - CLOSED**

- 2024-A3 Baker – Roof – CLOSED
 2024-A4 Powell – Mobile Home installation – CLOSED
 2024-A5 Mazzerle – Heat Pump/Air Handler – CLOSED
 2024-A6 Callanan – Heat Pump/Air Handler – CLOSED
 2024-A7 Harvey – Roof - CLOSED
 2024-A8 Timson – Emer repair/replace siding – NEEDS INSPECTION
 2024-A9 Connolly – Windows – IN PROGRESS
 2024-A10 Muller – Build garage – IN PROGRESS
 2024-A11 Bourne – HVAC unit install – CLOSED – FINAL INSPECTION
 COMPLETED 10-16-2024
 2024-A12 Roy City Hall – Install monitor for FACO - CLOSED
 2024-A13 Community Center – Fire Alarm Replacement - CLOSED
 2024-A14a Salazar – Insp for potential 1977 Mobile Home - DENIED
 2024-A14b Salazar – Insp for potential 1981 Mobile Home – IN PROGRESS
 2024-A15 Nelson – Stop Work order for land clearing/grading- NO CHANGE
 2024-A16 Starks – STOP WORK ORDER FOR PORCH WORK STARTED 7-2024 –
 PERMIT APPLIED 9-11-2024. INSPECTION 10-11-2024. FINAL
 INSPECTION 10-28-2024 – CLOSED
 MORENO 220 1ST ST E – STOP WORK ORDER- SIDING – NO PERMIT APPLIED
 FOR TO DATE. WORK HAS BEEN COMPLETED. PROPERTY IN
 PROCESS OF PENALTIES.
 2024-A17 CLARK & CO – Siding – IN PROGRESS
 2024-A18 GUNDSTROM – Enclosed Patio – IN PROGRESS
 2024-A19 LINARES – Window Replacement – PENDING PERMIT PAYMENT PRIOR
 TO START OF WORK.

12) **ADDITIONAL MATTERS:**

13) **EXECUTIVE SESSION:**

RCW 40.30.110

- (i) Litigation that has been specifically threatened to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become a party.
- (ii) Litigation that the agency reasonably believes may be commenced by or against the agency, the governing body, or a member acting in an official capacity; or
- (iii) Litigation or legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation, or legal risks is likely to result in an adverse legal or financial consequence to the agency.

14) **Next meeting:** STUDY SESSION AND REGULAR MEETING scheduled for **JANUARY 13, 2025 at 6:30 PM and 7:00 PM.**

15) **ADJOURNMENT**

[08:55:04 PM \(02:33:22\)](#) – *Motion made by Bill Starks to adjourn the meeting.*

[Council Member - Bill Starks: Motion](#)

[Council Member, Mayor pro tem - Yvonne Starks: 2nd](#)

Mayor - Kimber Ivy: N\A
Council Member - Edmund Dunn: Approve
Council Member, Mayor pro tem - Yvonne Starks: Approve
Council Member - Jim Rotondo: Absent
Council Member - Ryan Muller: Approve
Council Member - Bill Starks: Approve
Acting City Clerk-Treasurer - Beth King: N\A
Chief of Police - Paul Antista: N\A
Public Works Director - Ryan Fuller: N\A
Special Legal Council - : N\A
Court Clerk - Katy Henricksen: N\A
Special Legal Council - Rosemary Larson: N\A
Deputy Clerk - Kim Bendel: N\A
City Attorney - Lisa Marshall: N\A
City Attorney - Joanna Eide: N\A

COUNCIL MEMEBERS: PLEASE LEAVE ALL DOCUMENTS, WITH NOTES OR ANY MARKINGS OF ANY KIND, AS THEY ARE SUBJECT TO PUBLIC RECORDS REQUESTS. THANK YOU.