

**City of Roy Council Meeting Agenda**  
**Roy City Hall Study & Work Sessions and Council Meeting**  
**Monday, MARCH 10, 2025, 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: 269 819 534 285

Passcode: wL3a8sp6

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_MjhjNTI3MDQtZjRiMi00MTIzLWFIMDQtZGZIMzk5MWIwNzFj%40thread.v2/0?context=%7b%22Tid%22%3a%22bbc6bf62-22ba-420f-a99e-330004dcc797%22%2c%22Oid%22%3a%22567d2c06-c9bb-4393-bb6a-c60c2ef47b71%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_MjhjNTI3MDQtZjRiMi00MTIzLWFIMDQtZGZIMzk5MWIwNzFj%40thread.v2/0?context=%7b%22Tid%22%3a%22bbc6bf62-22ba-420f-a99e-330004dcc797%22%2c%22Oid%22%3a%22567d2c06-c9bb-4393-bb6a-c60c2ef47b71%22%7d)

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**ROY CITY COUNCIL: STUDY & WORK SESSION**

**Roy City Hall – 03/10/2025 – 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 01/13/2025 and turn into the Acting City Clerk/Treasurer prior to the start of the meeting.***

**ROY CITY COUNCIL: REGULAR COUNCIL MEETING**

**Roy City Hall – 03/10/2025 - 7:00 PM**

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

**2) PLEDGE OF ALLEGIANCE**

**3) CONSENT AGENDA:**

- a) Minutes: - Regular Meeting 11-18-2024 - previously provided  
Regular Meeting 2 - 10 -2025

- b) Vouchers: # 37187 - 37220  
Payroll and Claims Check  
Payroll Total = **\$29,642.81**  
Claim/EFT/Draft/Excise Tax Totals = **\$239,988.06**  
Total Vouchers Paid = **\$269,630.87**

- c) Current Treasurers Report

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

**SIGN CONSENT AGENDA**

**4) PROCLAMATIONS AND PRESENTATIONS:**

- a) Swearing in of Reserve Officer – Chief Paul Antista  
b) Springbrook – Jason Laulainen, Springbrook Account Manager

**Springbrook upgrade – 2<sup>ND</sup> read**

**Council Deliberation:**

**Purposed Motion:** *“I move to approve the upgrade to Springbrook Express accounting system due to the Windows 11 updates as presented in the Staff Report on 2-10-2025.”*

- c) Roy Meadows Group  
d) Public Works update – Ryan Fuller, Public Works Director  
e) Skillings update  
f) Angelcom update – Beth King, Acting City Clerk Treasurer  
g) City Clerk Treasurer update – Beth King, Acting City Clerk Treasurer  
h) TowerPoint presentation – Ryan Hoffmann

**Towerpoint – 2<sup>nd</sup> read**

**Council Deliberation:**

**Purposed Motion:** *“I move to approve the \_\_\_\_ year proposal to purchase interest in the wireless site located on the water tower.*

- i) AWC-Risk Management Services Association – Andrea Luper RMSA

**5) 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. The completed and signed request MUST be turned into the City Clerk Treasurer PRIOR to the start of the meeting.

6) PUBLIC HEARING:

7) ORDINANCES:

**A) ORDINANCE 1021**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROY, WASHINGTON, RELATING TO CITY BOARDS AND COMMITTEES; AMENDING CHAPTER 2-5 OF THE ROY MUNICIPAL CODE TO CHANGE THE HISTORIC COMMISSION TO A HISTORIC COMMITTEE; PROVIDING FOR SEVERABILITY AND PUBLICATION; AND SETTING AN EFFECTIVE DATE.**

a) Staff Briefing – No action was taken on 12/09/2024 on the Ordinance – other than to allow a subcommittee to be formed. All of the Council Members that were present nodded and voiced their agreement. No vote was taken.

b) Council Deliberation

c) Proposed Motion: Motion to \_\_\_\_\_ ORD 1021: (Read Ordinance as written above)

8) RESOLUTIONS:

9) OLD BUSINESS:

A) Personnel Policy Manual – 1<sup>st</sup> read of Final Draft

a) Staff Briefing

b) Council Deliberation

c) Proposed Motion: Motion to \_\_\_\_\_ the Personnel Policy Manual as presented.

10) NEW BUSINESS:

A) Discussion to Unincorporate the city – requested by Yvonne Starks, Council Member Pos. 2

11) MAYOR REPORTS:

12) COUNCIL REPORTS:

13) BUILDING PERMITS:

2024-A9 Connolly – Windows – IN PROGRESS

2024-A10 Muller – Build garage – IN PROGRESS

2024-A14a Salazar – Insp for potential 1977 Mobile Home - DENIED

2024-A14b Salazar – Insp for potential 1981 Mobile Home – IN PROGRESS

2024-A15 Nelson – Permit for land clearing/grading- IN PROGRESS

Moreno 220 1<sup>ST</sup> ST E – STOP WORK ORDER- SIDING – NO PERMIT APPLIED FOR TO DATE. WORK HAS BEEN COMPLETED. PROPERTY IN PROCESS OF PENALTIES.

2024-A18 Gundstrom – Enclosed Patio – IN PROGRESS

Bethel School District – Roy Elementary portable – Interior renovations including restroom and kitchen reconfiguration – PERMIT APPLIED FOR 6/2024. NOT ISSUED DUE TO LOSS OF COMMUNICATION BETWEEN PWD AND CONTRACTOR. IN PROCESS OF CALCULATING FEES.

- 2025-01 Vellias – Re-roof – CLOSED  
2025-01 Bundang – Heat Pump – CLOSED

12) **ADDITIONAL MATTERS:**

**ANIMAL LICENSE REPORT:**

- 2024 **DOG TAGS – 24 ISSUED**  
**CAT TAGS – 0 ISSUED**  
2025 **DOG TAGS – 40 ISSUED TO DATE**  
**CAT TAGS – 7 ISSUED TO DATE**

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 **APRIL 14, 2025, at 6:30 PM and 7:00 PM.**

15) **ADJOURNMENT:**

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