



**Development Services Committee Meeting
February 20, 2019**

Attendees Present:

Mayor Boudreau

Council Members: Hudson, Moberg, Molenaar, Beaton, Carías, Hulst and Brocksmith

Staff Members: City Attorney – Rogerson; Project Development Manager – Donovan;
Finance – Volesky; Development Services – Phillips; Development
Services – Lowell; Library – Huffman

Minutes from January 16, 2019 were approved.

1. Facility update:

- **City Hall Emergency Generator Replacement:** Electrical engineer contract is out for approval, emergency generator RFP development/scoping.
- **PCC North & South Roof:** The contract is out for signature. Work is to begin when the weather permits.
- **FS #3 Emergency Generator:** Contract selection is in the works.
- **Kincaid Holdings:** Tulip Festival building interior is being painted, former State Farm space remodel is complete and the exterior façade project (alley) initial work is complete with the bid proposal in the works.
- **CH Boiler & Water System:** RFP is complete and bid proposal is in the works.

2. Smart Gov – DS department has been working to input all historical permits into new SmartGov system to total about 765 working hours. New permits are being entered into the system by permit techs and planning. Portal utilization will be phased in over the first two quarters of 2019. Training opportunities for developers and the community are taking place through March 14th at City Hall from 11:30am-1:00pm.

3. 2019 Comprehensive Plan Amendments: Gave an overview of the Growth Management Act and docketing process. On the docket list for 2019 there is only one site specific request and 6 code amendments.

4. 2019 DS Work Plan: 2018 carry over of agenda items to be completed during the 1st/2nd quarter of 2019 include certified local government, affordable housing bonus density incentives and historical downtown retail only areas. Other items on the DS department's 2019 agenda are permanent supported housing (if Catholic Community Services receives funding), hearing examiner (if services are required) and legal issues (if services are required).

5. Public Health District Agreement: The Mayor updated Council on the agreement made with the hospital in regards to a parking structure to be built by December 31, 2020 to house 300+ public parking spaces. The agreement states that all of the sales tax revenue

from their receivables would go into an account to use to help build the structure if it was completed by 2020, otherwise the City gets all of the sales tax monies in the account. The Mayor had a conversation with the hospital and they will not have the funds to build a parking structure as agreed upon. The hospital proposed building a parking lot with approximately 65 stalls. The Council would like a presentation from the hospital to discuss options.

6. **YMCA Occupancy:** The YMCA occupancy permit has been delayed due to an issue with radio communication ability within the new building. The YMCA is working on a fix to the issue whether it is temporary or permanent. The City cannot allow occupancy until this issue is fixed.
7. **Community Recognition:** The Council wants to recognize people doing good things within the community. A discussion on what that would look like took place and they agreed to come back with more ideas at the next committee meeting.

The meeting was adjourned at 6:59 pm

Morgan Morrison

Morgan Morrison, Development Services Department