

MINUTES

**Ad Hoc Franchise Committee Meeting  
Thursday, March 3, 2016  
4:00 p.m. – 5:30 p.m.  
South Conference Room**

Council Members

City Staff

Chair Matt Pina  
Dave Kaplan  
Melissa Musser

Tony Piasecki, City Manager  
Michael Matthias – Assistant City Manager/Economic  
Development Director (ACM/ED)  
Dan Brewer – PBPW Director  
Pat Bosmans – City Attorney  
Brandon Carver – Engineer Services Manager

Mayor Pina called the meeting to order at 4:30 p.m.

**1. Selection of Chair**

Mayor Pina was selected as chair.

**2. Status of utility district franchise agreements in surround cities.**

Staff briefed the Committee on the status of franchise agreements with utility districts in surrounding cities. The recently approved agreement between the City of Federal Way and the Lakehaven Utility District was reviewed and discussed. Staff also discussed the negotiations between the City of Kent and the water district serving the eastern side of Kent, noting that the two parties have not reached an agreement as of yet.

**3. Review of draft franchise agreement.**

The Committee and staff reviewed a proposed draft franchise agreement to send to the utility districts for the first negotiating session scheduled for March 16, 2016. The Committee provided direction to staff with regards to several items.

**4. Negotiating and format.**

This item was not discussed because of lack of time.

The next meeting is scheduled for March 22, 2016.

Adjourned at 5:30 p.m.  
Respectfully submitted by,  
Tony Piasecki, City Manager