

**CITY OF FIRCREST**  
**SPECIAL CITY COUNCIL MEETING MINUTES**

**MONDAY, OCTOBER 19, 2009** **COUNCIL CHAMBERS**  
**6:00 P.M.** **FIRCREST CITY HALL, 115 RAMSDELL STREET**

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**CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL**

Mayor Kathy L. McVay called the special meeting to order at 6:00 P.M. and led the Pledge of Allegiance. Councilmembers Matthew Jolibois, Chris Gruver, Robert Thaden, Mike Weinman and David M. Viafore were present. Councilmember Hechtman was absent. Hechtman arrived at 6:03 P.M.

**2010 Preliminary Budget**

Finance Director Corcoran distributed corrected Preliminary Budget pages. She asked if there were any questions on the October 16, 2009 memo identifying budget changes made after the October 5, 2009 study session. Corcoran noted changes on the ERR Capital Requests document included the total replacement cost for the Police vehicle with tax was \$33,000. Responding to Viafore, Corcoran clarified the unexpended \$126,000 from the funding budgeted for sewer cross connections went into the Sewer Undesignated Beginning Fund Balance.

Police

Police Chief Cheesman reviewed 2010 funding changes

- Decrease in Emphasis Patrol
- Decrease in Professional Services/Consulting:
  - Pierce County Specialized Services increased
  - No longer charged for K-9 service
  - Joint grants covered the cost of Meth lab and explosive devices teams
  - Review of costs for Detective, Forensic and SWAT team services
- Decrease in Criminal Justice Fund Programs due to State budget cuts
- Increase in Law Enforcement Support Agency (LESA)
  - Due to increase in percentage of call
  - Costs lowered as the result of a prioritizing meeting with Police Chiefs and LESA
  - Identified smaller increases in 2010 LESA line items

Discussion included:

- Staff will determine how Emphasis Patrol funding will be distributed in 2010 between business district, parks and neighborhood patrols and traffic enforcement
- Minor traffic offences were down 20%
- Decrease in Emphasis Patrol funding since 2007
- Request for information on revenue that would be generated if 700 additional citations were written in a year
- Collection of revenue from citations was down
- Suggestion to increase 2010 Emphasis Patrol funding for traffic enforcement
- Inquiry about funding for Police Guild negotiations
- Inquiry about Humane Society contract
- Suggestion to work with State legislators concerning LESA cost increases

- Homeland Security grants/funding
- Review of Uniform/Clothing line item

Emergency Management

Planning/Building Director Gilmore explained Emergency Management was moved to the Planning/Building Department. Fircrest contracts with Pierce County to share and coordinate services in emergency situations and to assist implementation of the Fircrest Emergency Management Plan. Gilmore stated 2010 Emergency Management Dues increased \$225.00.

Police Investigation Fund

Cheesman stated the funding source for this Fund was drug seizures and revenues are estimates. Council is informed of all expenditures and only drug enforcement expenditures can be made. Washington State Patrol will no longer be identifying marijuana so a Fircrest Police Officer will be attending classes on marijuana identification in order to testify as an expert in court. The microscope and scale required for the classes will be purchased from this Fund.

Fire/EMS

Corcoran stated there was a decrease of \$3,888 in the Fire contract due to a negative COLA. The amount General Fund has to pay for Fire increased because assessed valuations went down. The total 2010 cost for Fire and EMS was \$551,714. Due to a State Supreme Court decision line items for Repairs and Maintenance and Tacoma Fire Hydrant Charges were added for fire hydrants. The cost difference between an 8-inch pipe and a 12-inch pipe was added to Capital Budget for the 19<sup>th</sup> Street water main that will be installed in conjunction with the 19<sup>th</sup> Street grind and overlay project.

Discussion included:

- Contract increases/decreases are related to COLA
- EMS levy collections are based on valuation
- 97% of calls in 2008 were for EMS
- Water Fund will bill General Fund for repairs and maintenance of hydrants
- Currently a budget adjustment would be needed if a hydrant had to be replaced
- Inquiry if there was an inventory of hydrants and hydrant parts

Building Inspections

Gilmore stated the 2010 Building Inspection budget was reduced but communication with a property owners indicated a development project could begin in 2010 with a planning permit application submitted in 2009. Based on that information the Building Inspection/Plan Review line item was increased to \$25,750. Travel and Tuition and Registration funding was eliminated.

Physical Environment

Corcoran explained the Humane Society contract was in the Animal Control line item and was budgeted for \$13,700. That contract cost may increase due to population but should still be covered by the

budgeted amount. Dues for Puget Sound Air Pollution Control are in the Pollution Control line item and dues are on a per capita basis. The 2010 dues are \$3,006.

Current Planning

Gilmore stated the Current Planning budget was decreased approximately 12%. Line items that were decreased include: Professional Services/Reimbursable, Travel, Registration and Tuition and Dues, Memberships and Subscriptions. Staff will begin working on the 2011 Comprehensive Plan Update so Professional Services for data gathering would probably have to be budgeted in 2011. Development requiring major plan review or a large subdivision were not budgeted. Responding to Viafore, Corcoran stated she would review the narratives for Planning/Building Director salary split. Corcoran stated in Growth Management the 5% change in the Director's split should be to Emergency Management and not to Facilities.

Growth Management

Gilmore stated the Consultant Services line item was decreased in Growth Management. This budget funds long range planning related to the Comprehensive Plan. The emphasis for 2010 will be on updates for the Comprehensive Plan and reflect changes that occurred with the Puget Sound Regional Council and the seven-year and five-year updates. The emphasis would be on population capacity and housing.

Health

Corcoran explained the \$1,400 budgeted was for alcohol treatment that was handled through the Pierce County Health Department.

Library Services and Community Events

Corcoran stated \$13,500 funded reimbursement of 241 library cards at \$56.00 per year. Gruver stated she did not support the funding level for reimbursement of library cards and felt more people now accessed information from their computers.

Recreation Director Grover stated Community Events funding was for the 17 annual events put on by the Recreation Department. Five additional events have been added since 2007. The Tree Lighting, Strawberry Feed, Easter Egg Hunt, Fun Days, Fun Days Fireworks and Volunteer Appreciation are separate line items. Of the 17 events 10 are break even or better for costs.

Discussion included:

- Request for planning and evaluation reports for five new and twelve existing events
- Inquiry about entertainment for Daddy/Daughter Dance
- Suggestion for study session discussion regarding hiring City employees/officials for services

Recreation

Grover reviewed the 2010 Recreation Budget changes:

- Reduced: Senior Supplies, Advertising and Dues, Memberships and Subscriptions
- Increased: Senior Trips and Travel

- Repairs and Maintenance was moved to Facilities
- Capital request for receipting software for Recreation Department (State Auditor requirement)

Discussion included:

- Meals put on as a private event for a group have different health requirements than meals put on for the public
- Advertising charged to specific events, \$500 budgeted for general advertising
- Recreation receipts are receipted into the Finance ASP system at City Hall
- Changing to computer receipting vs. hand receipting wouldn't change meeting any auditing test
- Inquiry if efficiency, accuracy and information would increase enough to justify a \$10,000 software receipting system
- Ongoing costs for a \$10,000 receipting software would possibly include an ERR contribution
- Request that staff contact other jurisdictions about the receipting software they use for recreation programs

Participant Recreation

Grover stated there was a \$500 decrease in the Basketball/referees line item. He explained the cost for Participant Recreation programs has traditionally been covered by registration fees. In 2009 an Instructor Fees line item was added. Parks staff now collects the fees for instructor lead activities and programs and pays instructors 70% of those fees. Responding to Viafore, Grover stated summer sports camps collect their own fees and pays the City 30% of the fees.

Swimming Pool

Grover stated anticipated 2010 revenues were \$71,540 and anticipated 2009 revenues were \$69,769. 2010 costs for Janitorial Supplies, Professional Services and Operating Rentals were decreased. Professional Services was reduced because engineering costs paid in 2009 were not anticipated in 2010. Viafore noted Public Utility Services may come down with the decrease in natural gas costs.

Parks

Corcoran stated changes included: increases in Janitorial Supplies and Public Utility Services and decreases in Travel and Operating Rentals.

Discussion included:

- \$1,800 budgeted for Kwanzan Cherry Tree replacement
- Four Kwanzans were replaced in 2009
- Consideration of the Boulevard tree policy was still a work in progress
- The 2010 Budget includes the same funding level as 2009 for the removal and replanting of nine Kwanzan Cherry trees and funding for maintenance of the trees
- Direction to remove wording "Kwanzan Cherry" tree in the narrative for Repairs and Maintenance line item and just identify "trees"

Parks Bond Fund

Corcoran stated the Undesignated Beginning Fund Balance was \$37,730. Nothing was allocated in 2010 for those funds. Interest revenue was budgeted for \$300.

Discussion included:

- Inquiry about purchasing the Parks receipting software from these funds
- Capital expenditures in Parks should be funded from this Fund first
- No other Capital expenditures were identified in the 2010 Budget
- Suggestion to consult with Community Center Advisory Committee about Capital projects
- Suggestion to leave the Park Bond Fund as it is until additional information is available about Capital projects

After brief discussion McVay stated no transfers from the Park Bond Fund would be made at this time.

Corcoran stated staff has completed their 2010 Budget presentations to Council.

Viafore requested additional information on the decant facility at Public Works and noted issues include the Conditional Use Permit and the formula for computing rent to General Fund. He suggested proceeding cautiously.

Gruver expressed appreciation to City staff for the preparation and presentation of the 2010 Preliminary Budget. Gruver inquired about additional information on the impact of traffic enforcement from the Emphasis Patrol.

McVay stated presentations were completed and inquired about the scheduled meeting on October 26, 2009. Brandon stated that meeting was scheduled in case presentations were not completed this evening. There was concurrence from Council to cancel the October 26, 2009 budget study session.

**ADJOURNMENT**

**Moved by Hechtman, Seconded by Weinman, to adjourn the meeting at 7:54 P.M. Ayes: Jolibois, Gruver, Thaden, McVay, Weinman, Hechtman and Viafore. Noes: None. Motion Carried.**

