

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

**OCTOBER 12, 2015
6:00 P.M.**

**COUNCIL CHAMBERS
FIRCREST CITY HALL, 115 RAMSDELL STREET**

CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL

Mayor David M. Viafore called the special meeting to order at 6:00 P.M. and led the pledge of allegiance. Councilmembers Shannon Reynolds, Denny Waltier and Jason Medley were present. Councilmembers Matthew Jolibois, David R. Goodsell and Hunter T. George were excused. George arrived at 6:10 P.M. and Goodsell arrived at 6:35 P.M.

2016 PRELIMINARY BUDGET

POLICE

Expenditures

- \$2,000 decrease in Miscellaneous due to GPS not funded in 2016
- \$5,445 increase in Registration and Tuition for an officer to take on-line courses at Tacoma Community College
- \$570 increase in the CJF Program to match Revenue
- \$4,536 increase to PC Radio Infrastructure to cover the monthly per-radio cost of \$30
- \$6,500 for a new line item - Reimbursable Overtime - to track overtime easier

Discussion continued that SS911 had previously stated they would contact Fircrest prior to their public hearing when the fees would be set, and contact needs to be made with the board regarding this fee. There was continued discussion that there needs to be an ERR policy in place regarding replacement schedules and contributions when a piece of equipment isn't replaced at the time it is scheduled to be replaced.

Emergency Management

- 5% of the Police Chief's salary and benefits is charged to Emergency Management
- \$5,610 is included for Emergency Management Dues

Investigation

- Receives disbursement funds from police seizures and the funds are available for expenditures as authorized by the RCW

RECREATION

- No changes from 2015

Participant Recreation

Expenditures

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- \$1,000 decrease due to the 5K Race not included in 2016
- \$900 increase in Youth Baseball to coincide with historical information

Discussion continued on the reasons behind cancelling the 5K Race for 2016 and the amount of staff time necessary for a successful race.

Community Events

Expenditures

- \$1,050 increase (additional \$400 for Daddy Daughter Dance and \$600 for fireworks)

Swimming Pool

Expenditures

- \$2,000 increase in chemicals
- \$425 increase in Small Tools & Minor Equipment

Clarification was provided regarding the job duties and differences between a Pool Opener and a Lifeguard. It was requested that OSHA regulations are reviewed regarding water consumption when the temperature exceeds 80 degrees.

PARKS AND RECREATION

Expenditures

- \$1,300 increase in Small Tools & Minor Equipment to replace the hedge trimmer and a push mower
- \$6,000 increase in Repairs & Maintenance to cut down three trees in Masko Park

Fee Schedule

- No changes from 2015

Discussion continued as follows:

- Rental cancellations are charged a refund fee

Finance Director Corcoran provided an overview of adjustments to the 2016 Preliminary Budget regarding Revenue increases and Expenditure decreases resulting in Revenue over Operating Expenses of \$35,797.

GENERAL FUND

Revenue

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- \$1,400 decrease for 5K Registration Fees
- \$20,500 increase in Investment Interest for new bond purchase

Expenditure

- \$5,000 decrease for Town Prosecutor
- \$7,500 decrease due to sharing of single audit costs with the Sewer Fund
- \$2,000 decrease for the cost of banking/online fees
- \$2,000 decrease for removal of the 5K race

Discussion continued and it was requested that additional information be provided regarding proposed job duties of the part-time Administrative Assistant, documentation and justification regarding the reclassification of the Permit Coordinator/Code Enforcement Officer to Planning/Building Administrator, the amount of time necessary to accomplish the different tasks required in the department, and the amount of money it will cost for the proposed staffing levels and changes. It was further suggested that perhaps the department counter could be closed for two days per week to assist in coverage.

ADJOURNMENT

Moved by Reynolds, seconded by George, to adjourn the meeting at 6:58 P.M. Ayes: Reynolds, Goodsell, Viafore, George, Waltier and Medley. Noes: None. Excused: Jolibois. Motion carried.



David M. Viafore, Mayor



Lisa Keely, City Clerk