

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

**OCTOBER 19, 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, Hunter T. George, Denny Waltier and Jason Medley were present. Councilmembers Matthew Jolibois and David R. Goodsell were absent. Jolibois arrived at 6:01 P.M. Goodsell arrived at 6:35 P.M.

2016 PRELIMINARY BUDGET

Accountant II Thomas provided an overview of the online bill pay costs, noting that there are 2,534 accounts. She stated that of those accounts, approximately 35% pay their bills online. Thomas reported that the overall cost to the City, per account, is \$2.37.

Corcoran provided a handout and discussed adjustments to the 2016 budget.

- Salary and wages have increased in all departments due to a change in COLA from 1.1% to 2%
- ERR O & M Transfers has been increased by a 10% estimate for vehicles
- Zoo Tax is still being reviewed
- The Non-Compete Fee has increased by \$6,000
- The Insurance Premiums increase is under review
- There is an increase of \$4,896 for Police PC Radio Infrastructure

An overview was provided on the Zoo Tax formula that is under review.

Corcoran called attention to the 2016 Budget Unfinished Items for Discussion.

Street Sweeper

Corcoran noted that the proposed funding source is \$116,000 from the Storm Ending Fund Balance and \$143,872 of accumulated replacement money.

- Discussion continued on the pros and cons of replacing the sweeper in 2016 and the timing for delivery once it is ordered
- There was general agreement to purchase the sweeper in 2016 with the funding proposed
- It was suggested that Pierce County is contacted about general wear and tear on their sweepers and the replacement schedule that they use

Sewer Capital Improvements

Discussion continued on the reasons why it would make sense to purchase three generators for the lift stations in 2016 instead of staggering their purchase and the economies of scale in purchasing them all at once using funds from the Sewer Ending Fund Balance. Following additional discussion there was

Council consensus to transfer up to \$150,000 from REET II into the Sewer Fund to cover the five sewer capital projects outlined in the preliminary budget.

REET II Historical Spending

Corcoran highlighted a spreadsheet showing REET II historical spending per Council's request.

Special Legal Counsel

Following discussion, Special Legal Counsel was increased to a total of \$5,000.

Air Filters at City Hall

Corcoran reported that the air filters would probably be cleaned in 2015 and placed on a four-year maintenance cycle.

Refunds for cancellation of a reservation at the Community Center

Corcoran reported that there is a \$10 fee charged when there is a cancellation of a room reservation at the Community Center.

Insurance estimated increase

The insurance renewal rate is estimated to be 10%, and could possibly reach 15%.

Reclassification of Permit Coordinator to Planning/Building Administrator

Corcoran highlighted documentation that was prepared in response to Council questions on this issue. Following further discussion, there was Council consensus to reclassify the Permit Coordinator/Code Enforcement Officer to the Planning/Building Administrator.

Part-Time Administrative Assistant

Discussion ensued regarding a suggestion that the window is closed at specified times to increase efficiency, the ebb and flow of the workload, and a desire that good customer service is provided. Following discussion, there was Council consensus to fund a part-time Administrative Assistant in the Planning/Building Department in the 2016 Preliminary Budget.

The following items were discussed as possible future budget requests and modifications to the 2016 Preliminary Budget:

- Increase the swimming pool fees by \$.50
- The rental fees are high compared to what is provided, but the rates to swim are low, and there is a desire that those come closer together
- What would the effect be of a \$.50 increase, a \$1.00 increase and a \$1.50 increase
- It might be prudent to implement smaller fees at this time due to the looming Park bond

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- Instead of raising the fees by an arbitrary amount, consider finding the consumer elasticity measure of demand and raise it by the right amount
- Consider using \$150,000 from REET to address the Community Center gymnasium floor, windows on the gym, the ceiling, an alternative on indirect lighting sources and pull-out bleachers in the four corners
- Wait until the Community Center and pool feasibility results are received before making any decisions regarding capital projects at the Community Center
- Consider hiring an additional police officer

MOTION

Moved by Reynolds, seconded by Goodsell, to cancel the October 26, 2015 Special Council meeting. Ayes: Jolibois, Reynolds, Goodsell, Viafore, George, Waltier and Medley. Noes: None. Motion carried.

ADJOURNMENT

Moved by Reynolds, seconded by George, to adjourn the meeting at 7:18 P.M. Ayes: Jolibois, Reynolds, Goodsell, Viafore, George, Waltier and Medley. Noes: None. Motion carried.



David M. Viafore, Mayor



Lisa Keely, City Clerk