

**FIRCREST CITY COUNCIL  
REGULAR MEETING AGENDA**

**TUESDAY, SEPTEMBER 12, 2017  
7:00 P.M.**

**COUNCIL CHAMBERS**

**FIRCREST CITY HALL, 115 RAMSDELL STREET**

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- 1. CALL TO ORDER BY PRESIDING OFFICER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PRESIDING OFFICER'S REPORT**
- 5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA**  
(Please sign the **Public Attendance Roster/Public Hearing Sign-Up Sheet** if you wish to speak during the meeting.)
- 6. COMMITTEE, COMMISSION & LIAISON REPORTS**
  - A. Parks & Recreation
  - B. Environment, Planning, Building
  - C. Finance, IT
  - D. Administration
- 7. CONSENT CALENDAR**
  - A. Approval of [vouchers](#)/payroll checks
  - B. Approval of minutes: [August 21, 2017 Special Meeting](#)  
[August 22, 2017 Regular Meeting](#)
  - C. Setting a public hearing on October 10, 2017 to receive comments on amendments to Fircrest Municipal Code Title 22, regarding short-term rentals, home occupations, and outdoor storage of vehicles.
  - D. Setting a public hearing on October 10, 2017 to receive comments on the potential annexation of the 62nd Avenue West and 44th Street West Potential Annexation Area.
  - E. Setting public hearings on October 10 and 24, 2017 to receive comments on amendments to Fircrest Comprehensive Plan and Pre-annexation Designations.
- 8. PUBLIC HEARING 7:15 P.M.**
- 9. UNFINISHED BUSINESS**
  - A. [Adopt Ordinance: 2017 Budget Amendments 2<sup>nd</sup> Reading](#) – Interim City Manager McDonald
- 10. NEW BUSINESS**
  - A. Presentation: Preliminary 2018 Budget – Interim City Manager McDonald
  - B. Presentation: Community Center and Pool RFQ – Interim City Manager McDonald and Parks & Recreation Director Grover
  - C. [Motion: Viafore's Italian Delicatessen liquor license application](#) – Interim City Manager McDonald
  - D. [Motion: Orchard Market Group LLC liquor license application](#) – Interim City Manager McDonald
  - E. [Motion: Traffic Signal Safety Improvement Project award, contract, and Notice to Proceed](#) – Public Works Director Wakefield
  - F. [Resolution: Morris Law, P.C. for land use and environmental law legal counsel](#) – Interim City Manager McDonald
  - G. [Resolution: City of Puyallup Jail Services](#) – Chief Cheesman
- 11. CITY MANAGER COMMENTS**
- 12. DEPARTMENT HEAD COMMENTS**
- 13. COUNCILMEMBER COMMENTS**
- 14. EXECUTIVE SESSION**
- 15. ADJOURNMENT**

to the City Council.

I have lived in Fircrest only 3 months; I have never lived in a place I loved like I love Fircrest. I'm hoping to attend some public meetings if I ever get settled.

Sincerely,

Nancy Atwood

1204 Faralone Ave

CITY OF FIRCREST

AUG 23 2017

RECEIVED

CITY OF FIRCREST

AUG 23 2017

RECEIVED

# ACCOUNTS PAYABLE

City Of Fircrest  
MCAG #: 0583

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>14658</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>7066</b>	<b>Apex Engineering</b>	<b>11,566.66 P#49 Ramsdell Water Project: Task Order No. 2017-002</b>
594 34 63 02	Project Engineering - Water	425 000 534	Water Fund (de	66.66	P#49 OCE Prints (07/31/17) 292.0 Sq Feet @0.33
594 34 63 02	Project Engineering - Water	425 000 534	Water Fund (de	3,000.00	P#49 Topographic Survey (07/01/17 - 07/31/17)
594 34 63 02	Project Engineering - Water	425 000 534	Water Fund (de	8,500.00	P#49 Water Replacement Design (07/01/17 - 07/31/17)
<b>14614</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>2649</b>	<b>Ayton, Andrew</b>	<b>59.00 1 Yr Library 2017</b>
572 21 49 00	Library Services	001 000 572	General Fund	59.00	1 Yr Library 2017 / Celeste Ayton
<b>14735</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4052</b>	<b>Baxter Auto Parts</b>	<b>45.74 #38484D &amp; #38494D (2004 Ford F-250 Trucks) Air Filters</b>
548 65 48 12	O & M - Street	501 000 548	Equipment Ren	22.87	#38484D (2004 Ford F-250 Pick-Up Truck) Air Filter (Quantity: 1) - Street
548 65 48 14	O & M - Wtr/Swr	501 000 548	Equipment Ren	22.87	#38494D (2004 Ford F-250 Pick-Up Truck) Air Filter (Quantity: 1) - Wtr / Swr
<b>14718</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>5428</b>	<b>Boers, Jeff</b>	<b>1,487.50 Aug 2017 Land Use Consulting (17.50 Hrs)</b>
558 60 41 00	Prof Svcs - Planning	001 000 558	General Fund	1,487.50	Aug 2017 Land Use Consulting (17.50 Hrs)
<b>14615</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>7191</b>	<b>Boss Mama's Kitchen</b>	<b>500.00 Provided Food / National Night Out</b>
521 22 49 05	Reimbursable Programs	001 000 521	General Fund	500.00	Provided Food / National Night Out (08/01/17) Handed Out Cheeseburger Samples To Citizens "Food Truck"
<b>14616</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>7049</b>	<b>Brown, Aimee</b>	<b>59.00 1 Yr Library 2017</b>
572 21 49 00	Library Services	001 000 572	General Fund	59.00	1 Yr Library 2017 / Aimee Brown
<b>14617</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4280</b>	<b>Builders' Hardware &amp; Supply Co.</b>	<b>89.57 Lock Cores &amp; Control Keys (2) - Court Door</b>
518 30 31 04	Oper Sup/CH	001 000 518	General Fund	89.57	Lock Cores & Control Keys (2) Court Door @City Hall
<b>14618</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>7114</b>	<b>Caalim, Stacy</b>	<b>59.00 1 Yr Library 2017</b>
572 21 49 00	Library Services	001 000 572	General Fund	59.00	1 Yr Library 2017 / Stacy Caalim
<b>14681</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>6018</b>	<b>Canon Financial Services Inc</b>	<b>244.61 Police Copier Rental (August 2017)</b>
521 22 45 00	Oper Rentals - Copier - Pol	001 000 521	General Fund	244.61	Contract Charges (08/01/17 - 08/31/17) Police

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<b>14682</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>6018</b>	<b>Canon Financial Services Inc</b>	<b>13.63 Police Faxboard Rental (August 2017)</b>
	521 22 45 00	Oper Rentals - Copier - Pol	001 000 521 General Fund	13.63	Contract Charges (08/01/17 - 08/31/17) Police Fax
<b>14651</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3994</b>	<b>CenturyLink</b>	<b>66.99 DSL Line / Telemetry</b>
	534 10 42 00	Communication - Water	425 000 534 Water Fund (de	33.49	DSL Line / Telemetry - Water
	535 10 42 01	Communication - Sewer	430 000 535 Sewer Fund (de	33.50	DSL Line / Telemetry - Sewer
<b>14652</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3994</b>	<b>CenturyLink</b>	<b>448.79 Circuit Line / PRI Line</b>
	518 10 42 00	Communication - Non Dept	001 000 518 General Fund	448.79	Circuit Line / PRI Line
<b>14653</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3994</b>	<b>CenturyLink</b>	<b>118.88 Direct Inward Dial - City Hall</b>
	518 10 42 00	Communication - Non Dept	001 000 518 General Fund	118.88	Direct Inward Dial - City Hall
<b>14654</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3994</b>	<b>CenturyLink</b>	<b>61.18 Public Works Fax</b>
	531 50 42 00	Communication - Storm	415 000 531 Storm Drain	15.29	Public Work Fax - Storm
	534 10 42 00	Communication - Water	425 000 534 Water Fund (de	15.29	Public Work Fax - Water
	535 10 42 01	Communication - Sewer	430 000 535 Sewer Fund (de	15.30	Public Work Fax - Sewer
	542 30 42 00	Communication - Street	101 000 542 City Street Fun	15.30	Public Work Fax - Street
<b>14655</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3994</b>	<b>CenturyLink</b>	<b>64.76 Parks Primary 911</b>
	576 80 42 00	Communication - Parks	001 000 576 General Fund	64.76	Parks Primary 911
<b>14656</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3994</b>	<b>CenturyLink</b>	<b>125.98 Police BA Machine / Modem</b>
	521 22 42 00	Communication - Police	001 000 521 General Fund	125.98	Police BA Machine / Modem
<b>14739</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3994</b>	<b>CenturyLink</b>	<b>367.16 Aug 2017 CH, Rec, PW</b>
	518 10 42 00	Communication - Non Dept	001 000 518 General Fund	61.20	Primary 911 - City Hall
	518 10 42 00	Communication - Non Dept	001 000 518 General Fund	61.19	Message Line
	518 10 42 00	Communication - Non Dept	001 000 518 General Fund	61.19	Alarm Line - City Hall
	531 50 42 00	Communication - Storm	415 000 531 Storm Drain	30.60	Alarm Line / Primery 911 - Storm
	534 10 42 00	Communication - Water	425 000 534 Water Fund (de	30.59	Alarm Line / Primary 911 - Water
	535 10 42 01	Communication - Sewer	430 000 535 Sewer Fund (de	30.59	Alarm Line / Primary 911 - Sewer
	542 30 42 00	Communication - Street	101 000 542 City Street Fun	30.60	Alarm Line / Primary 911 - Street
	576 80 42 00	Communication - Parks	001 000 576 General Fund	61.20	Alarm Line - Parks
<b>14657</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>5805</b>	<b>CenturyLink</b>	<b>45.78 Long Distance Usage &amp; Access Line</b>
	518 10 42 00	Communication - Non Dept	001 000 518 General Fund	45.78	Long Distance Usage & Access Line

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<b>14619</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4313</b>	<b>Chuckals Inc</b>	<b>278.03 Laser Jet Paper, Letter Paper, Toner, Rubberbands, Electric Stapler 20-Sheet Capacity, Gel Pens, Permanent Markers - Public Works</b>
531 50 31 01	Office Supplies - Storm	415 000 531	Storm Drain	47.84	Office Supplies - Storm
531 50 35 00	Small Tools & Equip - Storm	415 000 531	Storm Drain	21.67	Electric Stapler - Storm (SAA No. 1572)
534 10 31 00	Office Supplies - Water	425 000 534	Water Fund (de	47.84	Office Supplies - Water Split
534 10 35 00	Small Tools & Equip - Water	425 000 534	Water Fund (de	21.67	Electric Stapler - Water (SAA No. 1572)
535 10 31 00	Office Supplies - Swr Admin	430 000 535	Sewer Fund (de	47.84	Office Supplies - Sewer Split
535 10 35 00	Small Tools-Swr Admin	430 000 535	Sewer Fund (de	21.66	Electric Stapler - Sewer (SAA No. 1572)
542 30 31 01	Office Supplies - Street Reg	101 000 542	City Street Fun	47.84	Office Supplies - Street Split
542 30 35 00	Small Tools & Equip-St Re	101 000 542	City Street Fun	21.67	Electric Stapler - Street (SAA No. 1572)
<b>14745</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4322</b>	<b>City of Tacoma - Utilities</b>	<b>4,312.36 Power / Various Locations</b>
531 50 47 02	Public Utility Services/Bldg	415 000 531	Storm Drain	107.75	
534 10 47 00	Utility Services/Building - V	425 000 534	Water Fund (de	107.75	
534 80 47 01	Utility Services/Pumping	425 000 534	Water Fund (de	117.89	
534 80 47 01	Utility Services/Pumping	425 000 534	Water Fund (de	3,128.36	
535 10 47 00	Utility Services/Building - S	430 000 535	Sewer Fund (de	107.74	
535 80 47 01	Utility Services/Pumping	430 000 535	Sewer Fund (de	610.20	
542 30 47 02	Electricity & Gas/Bldg - St	101 000 542	City Street Fun	107.75	
542 30 47 03	Electricity/Traffic Lights	101 000 542	City Street Fun	15.43	
542 63 47 00	Electricity/Street Lights	101 000 542	City Street Fun	9.49	
<b>14692</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>6685</b>	<b>Clean Start LLC</b>	<b>450.00 Floor Cleaning (Men's Restroom, Locker Room &amp; Breakroom) - Public Works</b>
518 30 48 03	Rep & Maint - PW	001 000 518	General Fund	450.00	Floor Cleaning (Men's Restroom, Locker Room & Breakroom) - Public Works "Strip Clean & Wax Floors / Deep Clean Restroom"
<b>14734</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>7755</b>	<b>Comcast Cable</b>	<b>418.25 Reimburse Overpayment (Invoice 3221) Comcast Cable Installation Of New Telephone Line @1250 Emerson On 07/31/17 (Paid Twice)</b>
322 40 00 00	ROW Road Permit	101 000 320	City Street Fun	-418.25	Reimburse Overpayment (Invoice 3221) New Telephone Line @1250 Emerson (PAID TWICE: Sefnco Communications Check Receipt No. 16507 08/22/17 & Comcast Cable ACH Direct Receipt No. 16678 09/06/17)
<b>14649</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3573</b>	<b>Copiers Northwest Inc</b>	<b>140.16 Laserjet Printer Rentals (08/28/17 - 09/28/17) &amp; Copier Usage (07/28/17 - 08/28/17) Police</b>

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521 22 45 00			Oper Rentals - Copier - Pol	001 000 521 General Fund	74.01 Laserjet Printer Rentals (08/28/17 - 09/28/17) Police
521 22 45 00			Oper Rentals - Copier - Pol	001 000 521 General Fund	14.13 Police Upstairs Office (07/28/17 - 08/28/17) Black
521 22 45 00			Oper Rentals - Copier - Pol	001 000 521 General Fund	8.86 Chief's Office Area (07/28/17 - 08/28/17) Black
521 22 45 00			Oper Rentals - Copier - Pol	001 000 521 General Fund	43.16 Chief's Office Area (07/28/17 - 08/28/17) Color
<b>14650</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3573 Copiers Northwest Inc</b>	<b>742.09</b>	<b>Copier Rental (08/28/17 - 09/28/17) &amp; Personal Property Tax</b>
512 50 45 00			Oper Rentals - Copier - Cot	001 000 512 General Fund	158.73 Copier Lease - Court
512 50 45 00			Oper Rentals - Copier - Cot	001 000 512 General Fund	22.24 Lease Personal Property Tax - Court
518 10 45 00			Oper Rentals - Copier - Noi	001 000 518 General Fund	158.73 Copier Lease - City Hall
518 10 45 00			Oper Rentals - Copier - Noi	001 000 518 General Fund	63.71 Lease Personal Property Tax - City Hall
531 50 45 00			Oper Rentals - Copier - Sto	415 000 531 Storm Drain	39.69 Copier Lease - Storm
534 10 45 02			Oper Rentals - Copier - Wai	425 000 534 Water Fund (de	39.68 Copier Lease - Water
535 10 45 00			Oper Rentals - Copier - Sev	430 000 535 Sewer Fund (de	39.68 Copier Lease - Sewer
542 30 45 00			Oper Rentals - Copier - Stre	101 000 542 City Street Fun	39.69 Copier Lease - Street
571 10 45 01			Oper Rentals - Copier - Rec	001 000 571 General Fund	142.86 Copier Lease - Recreation
571 10 45 01			Oper Rentals - Copier - Rec	001 000 571 General Fund	19.09 Lease Personal Property Tax - Recreation
576 80 45 00			Oper Rentals - Copier - Par	001 000 576 General Fund	15.87 Copier Lease - Parks
576 80 45 00			Oper Rentals - Copier - Par	001 000 576 General Fund	2.12 Lease Personal Property Tax - Parks
<b>14667</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3589 Databar Inc</b>	<b>2,163.10</b>	<b>Aug 2017 Utility Bills, Town Topics Inserts</b>
518 10 49 01			Town Topics	001 000 518 General Fund	50.31 Town Topics Inserts (Aug 2017)
531 50 42 01			Postage - Storm	415 000 531 Storm Drain	268.22 Aug 2017 Utility Bills (Postage) - Storm
531 50 49 06			Mailing Service - Storm	415 000 531 Storm Drain	436.04 Aug 2017 Utility Bills - Mailing Service
534 10 42 01			Postage - Water	425 000 534 Water Fund (de	268.22 Aug 2017 Utility Bills (Postage) - Water
534 10 49 06			Mailing Service - Water	425 000 534 Water Fund (de	436.04 Aug 2017 Utility Bills - Mailing Service
535 10 42 02			Postage - Sewer	430 000 535 Sewer Fund (de	268.23 Aug 2017 Utility Bills (Postage) - Sewer
535 10 49 05			Mailing Service - Sewer	430 000 535 Sewer Fund (de	436.04 Aug 2017 Utility Bills - Mailing Service
<b>14713</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>340 Davis, Jeffrey P</b>	<b>92.00</b>	<b>ERWOW / Meals (08/28/17 - 08/31/17)</b>
534 10 43 00			Travel - Water	425 000 534 Water Fund (de	92.00 ERWOW / Meals (08/28/17 - 08/31/17) - Jeff Davis
<b>14678</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>32 Dawson, Chet</b>	<b>301.00</b>	<b>Tennis Instruct</b>
571 20 49 06			Instructor Fees	001 000 571 General Fund	301.00 Tennis Instruct (07/31/17 - 08/03/17)
<b>14679</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>32 Dawson, Chet</b>	<b>297.50</b>	<b>Tennis Instruct</b>
571 20 49 06			Instructor Fees	001 000 571 General Fund	297.50 Tennis Instruct (08/07/17 - 08/10/17)
<b>14722</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>32 Dawson, Chet</b>	<b>178.50</b>	<b>Tennis Instruct</b>

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571 20 49 06	Instructor Fees		001 000 571 General Fund	178.50	Tennis Instruct (08/14/17 - 08/20/17)
<b>14723</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>32 Dawson, Chet</b>	<b>605.50</b>	<b>Tennis Instruct</b>
571 20 49 06	Instructor Fees		001 000 571 General Fund	605.50	Tennis Instruct (08/21/17 - 08/24/17)
<b>14719</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>333 Deal Jr, Robert</b>	<b>21.97</b>	<b>Auto Zone / #52951D (2011 Crown Victoria) Replace Floor Mat</b>
548 65 48 08	O & M - Police		501 000 548 Equipment Ren	21.97	Auto Zone / #52951D (2011 Crown Victoria) Replace Floor Mat - Bob Deal
<b>14730</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3593 Dept Of Commerce</b>	<b>50,850.61</b>	<b>DWSRF - Loan Payment (Drinking Water State Revolving Fund)</b>
591 34 78 00	Principal Loan Payment - W		425 000 580 Water Fund (de	44,217.92	DWSRF - Loan Payment (Principal)
592 34 83 00	Interest - Water		425 000 591 Water Fund (de	6,632.69	DWSRF - Loan Payment (Interest)
<b>14763</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4310 Dept Of Revenue-EXCISE TAX</b>	<b>17,876.41</b>	<b>Aug 2017 Excise Tax</b>
513 10 31 00	Office & Oper Supplies - A		001 000 513 General Fund	2.45	
513 10 35 00	Small Tools & Equip - Adm		001 000 513 General Fund	4.62	
521 10 31 00	Office Supplies - Civil Svc		001 000 521 General Fund	2.45	
521 22 49 01	Uniforms/Clothing/Laundry		001 000 521 General Fund	44.45	
521 22 49 05	Reimbursable Programs		001 000 521 General Fund	8.91	
521 22 49 05	Reimbursable Programs		001 000 521 General Fund	53.00	
531 50 53 00	Excise Tax - Storm		415 000 531 Storm Drain	1,074.01	
534 10 53 00	Excise Tax - Water		425 000 534 Water Fund (de	6.61	
534 10 53 00	Excise Tax - Water		425 000 534 Water Fund (de	11,042.78	
535 10 53 00	Excise Tax - Sewer		430 000 535 Sewer Fund (de	4,443.81	
571 20 53 00	Excise Tax - Participation F		001 000 571 General Fund	1,072.96	
573 90 49 01	Community Events		001 000 573 General Fund	45.05	
573 90 49 01	Community Events		001 000 573 General Fund	24.26	
576 20 53 00	Excise Tax - Pool Revenue		001 000 576 General Fund	51.05	
<b>14693</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>5859 Dynamic Language</b>	<b>115.72</b>	<b>Spanish Interpreter</b>
512 50 41 03	Prof Srvs - Interpreter		001 000 512 General Fund	69.11	Spanish Interpreter (08/09/17 1.50 Hrs + Mileage) Order ID #1382762 "Case No. 7Z0834746"
512 50 41 03	Prof Srvs - Interpreter		001 000 512 General Fund	46.61	Spanish Interpreter (08/09/17 1.00 Hrs + Mileage) Order ID #1398515
<b>14680</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>6995 Endicott, Cynthia J.</b>	<b>168.70</b>	<b>Silver Sneakers Yoga Instruct &amp; Chair Yoga</b>

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571 20 49 06	Instructor Fees		001 000 571 General Fund	168.70	Silver Sneakers Yoga Instruct & Chair Yoga (07/01/17 - 07/31/17)
<b>14683</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4858</b>	<b>Ewing Irrigation Products Inc</b>	<b>137.46 Orange Athletic Marking Field Paint</b>
576 80 31 02	Oper Supplies - Parks		001 000 576 General Fund	137.46	Orange Athletic Marking Field Paint / 20-Ounce Size (Quantity:24)
<b>14694</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3638</b>	<b>Fircrest Golf Club</b>	<b>1,250.00 Golf Tank Land Rental</b>
534 10 45 01	Land Rental/Water Tank		425 000 534 Water Fund (de	1,250.00	Golf Tank Land Rental (Sept 2017)
<b>14755</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3639</b>	<b>Fircrest Swim Shop Inc</b>	<b>1,024.82 Lifeguard Swimsuits (Quantity: 22)</b>
576 20 31 03	Oper Supplies - Pool		001 000 576 General Fund	1,024.82	Lifeguard Swimsuits (10 Female, 10 Male, 2 Speedo Style) Color: Red
<b>14720</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>5074</b>	<b>Foster Pepper PLLC</b>	<b>220.00 2017 Civil Service Conference Registration</b>
521 10 49 02	Reg & Tuition - Civil Svc		001 000 521 General Fund	220.00	2017 Civil Service Conference Registration - Michelle Thomas
<b>14684</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>7681</b>	<b>Gardner, Susan</b>	<b>59.00 1 Yr Library 2017</b>
572 21 49 00	Library Services		001 000 572 General Fund	59.00	1 Yr Library 2017 / Susan Gardner
<b>14662</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>5368</b>	<b>Gollinger, Barbara</b>	<b>115.54 Wellness Barbeque Food (Event Date: 08/26/17)</b>
517 90 31 01	Health Program - Supplies		001 000 517 General Fund	115.54	Costco / Wellness Barbeque Food - Barb Gollinger (Hamburger & Hotdog Buns, Potato Salad, Fruit Trays, Sliced Cheddar, Caesar Salad Kit, Water, Lemonade, Cookie Trays)
<b>14750</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>105</b>	<b>Gray, Peggy</b>	<b>59.00 1 Yr Library 2017</b>
572 21 49 00	Library Services		001 000 572 General Fund	59.00	1 Yr Library 2017 / Peggy Gray
<b>14716</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>6774</b>	<b>Greenleaf Landscaping 1 Inc</b>	<b>4,664.51 July 2017 Landscaping</b>
518 30 41 01	Contract Maintenance		001 000 518 General Fund	3,302.07	July 2017 Landscaping (4 Weeks)
542 80 49 03	Beautification Services (con		101 000 542 City Street Fun	1,362.44	July 2017 Landscaping (4 Weeks) - Islands
<b>14620</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>2456</b>	<b>Hamilton, Craig</b>	<b>59.00 1 Yr Library 2017</b>
572 21 49 00	Library Services		001 000 572 General Fund	59.00	1 Yr Library 2017 / Jill Hamilton
<b>14621</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3692</b>	<b>Home Depot Credit Services</b>	<b>28.54 Composite Shims, BlueDEF Diesel Exhaust Fluid</b>



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542 30 31 02	Oper Supplies - Street Reg		101 000 542 City Street Func	2.18	8" Composite Shims - Street Sign Posts
548 65 48 13	O & M - Storm		501 000 548 Equipment Ren	26.36	#60915D (Sweeper) BlueDEF Diesel Exhaust Fluid
<b>14695</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3692</b>	<b>Home Depot Credit Services</b>	<b>20.37 Thread Sealant - Water Service Repairs</b>
534 50 31 01	Oper Supplies - Water Mair		425 000 534 Water Fund (de	20.37	Thread Sealant - Water Service Repairs
<b>14749</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4131</b>	<b>Humane Society - Tacoma</b>	<b>661.00 Sept 2017 Boarding Fee</b>
554 30 41 00	Animal Control		001 000 554 General Fund	661.00	Sept 2017 Boarding Fee
<b>14685</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>1375</b>	<b>Johnson, Christopher</b>	<b>29.50 1/2 Library 2017</b>
572 21 49 00	Library Services		001 000 572 General Fund	29.50	1/2 Library 2017 / Christopher Johnson
<b>14633</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>334</b>	<b>Joyce, Peter B</b>	<b>34.68 Gym Fees Reimburse (Apr, May, Jun 2017)</b>
521 22 20 00	Personnel Benefits - Police		001 000 521 General Fund	34.68	Gym Fees (Apr, May, Jun 2017) - Pete Joyce
<b>14696</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3735</b>	<b>Judicial Conference Registrar</b>	<b>55.00 Institute For New Court Employees Conference / Gina Costanti-Eacrett</b>
512 50 49 01	Reg & Tuition - Court		001 000 512 General Fund	55.00	Institute For New Court Employees Conference / Gina Costanti-Eacrett
<b>14742</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3736</b>	<b>Judson, Pamela</b>	<b>59.00 1 Yr Library 2017</b>
572 21 49 00	Library Services		001 000 572 General Fund	59.00	1 Yr Library 2017 / Pamela Judson
<b>14622</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>7371</b>	<b>K &amp; M Plumbing Service Inc</b>	<b>425.80 Locate Water Leak &amp; Repair - Fire Dept Kitchen</b>
518 30 48 04	Rep & Maint - PSB		001 000 518 General Fund	425.80	Locate Water Leak & Repair - Fire Dept Kitchen "Water Was Leaking Into Sergeant Villamor's Office Area"
<b>14697</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>5644</b>	<b>Kinzner, Delores</b>	<b>59.00 1 Yr Library 2017</b>
572 21 49 00	Library Services		001 000 572 General Fund	59.00	1 Yr Library 2017 / Delores Kinzner
<b>14671</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>7742</b>	<b>Klindtworth, Jennifer</b>	<b>100.00 Refund Rental Deposit / Jennifer Klindtworth</b>
586 00 00 00	Deposit Refunds		001 000 580 General Fund	100.00	Refund Rental Deposit / Jennifer Klindtworth - Wading Pool (Event Date: 08/13/17) Birthday Party
<b>14698</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>7752</b>	<b>Kropelnicki, Kristina</b>	<b>59.00 1 Yr Library 2017</b>
572 21 49 00	Library Services		001 000 572 General Fund	59.00	1 Yr Library 2017 / Kristina Kropelnicki

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14699	09/12/2017	09/12/2017	3791	Lowe's Company-#338954	27.99	Spray Bottles, Mildew Neutralizer, Plastic Drop Cloths, Box Of Rags - Public Safety Bldg	
	518 30 31 02	Oper Sup/PSB Bldg		001 000 518	General Fund	27.99	Spray Bottles, Mildew Neutralizer, Plastic Drop Cloths, Box Of Rags - Public Safety Bldg
14700	09/12/2017	09/12/2017	3791	Lowe's Company-#338954	35.91	Hammer, Spray Insulation Foam, Drywall	
	518 30 31 02	Oper Sup/PSB Bldg		001 000 518	General Fund	18.15	Spray Insullation Foam, Drywall - Public Safety Bldg "Water Leak Repairs"
	518 30 35 00	Small Tools & Equip-Fac		001 000 518	General Fund	17.76	Dead Blow Hammer - Facilities
14759	09/12/2017	09/12/2017	3791	Lowe's Company-#338954	57.34	Yard Hydrant - Whittier Shelter	
	576 80 31 02	Oper Supplies - Parks		001 000 576	General Fund	57.34	Yard Hydrant - Whittier Shelter
14760	09/12/2017	09/12/2017	3791	Lowe's Company-#338954	27.77	Time Delay Fuse - Park Field Lights	
	576 80 31 02	Oper Supplies - Parks		001 000 576	General Fund	27.77	Time Delay Fuse - Park Field Lights
14715	09/12/2017	09/12/2017	350	Marzano, James M	169.04	ERWOW / Meals, Mileage (08/28/17 - 08/31/17)	
	534 10 43 00	Travel - Water		425 000 534	Water Fund (de	77.04	ERWOW / Mileage (08/28/17 - 08/31/17) - Jim Marzano
	534 10 43 00	Travel - Water		425 000 534	Water Fund (de	92.00	ERWOW / Meals (08/28/17 - 08/31/17) - Jim Marzano
14743	09/12/2017	09/12/2017	178	McDonald, Janelle	29.50	1/2 Library 2017	
	572 21 49 00	Library Services		001 000 572	General Fund	29.50	1/2 Library 2017 / Janelle McDonald
14672	09/12/2017	09/12/2017	7743	Mell, Kathryn	20.00	Refund Cancelled Senior Trip/ Kathryn Mell	
	347 30 00 04	Recreation Fees		001 000 340	General Fund	-20.00	Refund Cancelled Senior Trip / Kathryn Mell "Quinalt Beach Casino & Ocean Shores Trip"
14623	09/12/2017	09/12/2017	7465	Merryweather, Caroline	29.50	1/2 Library 2017	
	572 21 49 00	Library Services		001 000 572	General Fund	29.50	1/2 Library 2017 / Caroline Merryweahter
14624	09/12/2017	09/12/2017	5484	Mishko, Abby	59.00	1 Yr Library 2017	
	572 21 49 00	Library Services		001 000 572	General Fund	59.00	1 Yr Library 2017 / Abby Mishko
14732	09/12/2017	09/12/2017	3860	Morris Law PC	220.00	Legal Counsel - Aug 2017 (0.80 Hrs)	

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515 30 41 02	Special Legal Counsel		001 000 515 General Fund	220.00	Legal Counsel - E-Mails, Review Documents Regarding "Chick-Fil-A" (Land Use Attorney Services)	
14701	09/12/2017	09/12/2017	6589	Murray, Smith & Associates Inc	4,262.11	P#45 Alameda Liftstation Upgrade Project: Task Order No. 2017-001
594 35 63 03	Project Engineering - Sewer		430 000 535 Sewer Fund (de	4,262.11	P#45 Alameda Liftstation Upgrade Project (Engineering Service Through 07/31/17)	
14702	09/12/2017	09/12/2017	7753	Nelson Truck Equipment & Accessories	10,197.69	#62852D, #63581D, #63582D (2017 Pick-Ups) Cab Guards & Arrow Bars With Warning Lights
594 48 64 12	Street - ERR Capital		501 000 548 Equipment Ren	3,399.23	#62852D (2017 Chevy Silverado 2500 Pick-Up) Cab Guards & Arrow Bars With Warning Lights - Street	
594 48 64 12	Street - ERR Capital		501 000 548 Equipment Ren	3,399.23	#63582D (2017 Ford F-350 Pick-Up) Cab Guards & Arrow Bars With Warning Lights - Street	
594 48 64 14	Water/Sewer - ERR Capital		501 000 548 Equipment Ren	3,399.23	#63581D (2017 Chevy Silverado 2500 Pick-Up) Cab Guards & Arrow Bars With Warning Lights - Wtr / Swr	
14659	09/12/2017	09/12/2017	3904	O M W B E	100.00	Local OMWBE Fee (07/01/17 - 06/30/19)
518 11 49 01	Dues,Memberships,Subscrip		001 000 518 General Fund	100.00	Office Of Minority & Women's Business Enterprise Dues (07/01/17 - 06/30/19)	
14703	09/12/2017	09/12/2017	3923	Orca Pacific Inc	504.44	Sodium Hypochlorite
576 20 31 01	Pool Supplies-Chemicals		001 000 576 General Fund	504.44	Sodium Hypochlorite - Swimming Pool	
14704	09/12/2017	09/12/2017	3923	Orca Pacific Inc	474.77	Sodium Hypochlorite
576 20 31 01	Pool Supplies-Chemicals		001 000 576 General Fund	474.77	Sodium Hypochlorite - Swimming Pool	
14705	09/12/2017	09/12/2017	3923	Orca Pacific Inc	445.10	Sodium Hypochlorite
576 20 31 01	Pool Supplies-Chemicals		001 000 576 General Fund	445.10	Sodium Hypochlorite - Swimming Pool	
14706	09/12/2017	09/12/2017	3923	Orca Pacific Inc	335.90	Sodium Hypochlorite, Harborlite
576 20 31 01	Pool Supplies-Chemicals		001 000 576 General Fund	335.90	Sodium Hypochlorite, Harborlite - Swimming Pool	
14761	09/12/2017	09/12/2017	3923	Orca Pacific Inc	415.42	Sodium Hypochlorite
576 20 31 01	Pool Supplies-Chemicals		001 000 576 General Fund	415.42	Sodium Hypochlorite - Swimming Pool	
14689	09/12/2017	09/12/2017	3958	PC Budget & Finance - Jail	490.20	July 2017 - Jail Services

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523 60 50 01	Jail		001 000 523 General Fund	490.20	July 2017 - Jail Services (Occupancy) Booking Fees, Daily Fees
<b>14707 09/12/2017 09/12/2017 3957</b>			<b>PC Budget &amp; Finance</b>	<b>121.55</b>	<b>Aug 2017 Printing Charges</b>
518 10 34 02	Central Office Printing		001 000 518 General Fund	60.77	Business Cards: Council Member Waltier
518 10 34 02	Central Office Printing		001 000 518 General Fund	60.78	Business Cards: Interim City Manager McDonald
<b>14748 09/12/2017 09/12/2017 5210</b>			<b>Perry, Kristi E</b>	<b>100.00</b>	<b>Gym Fees Reimburse (May, Jun, Jul, Aug 2017)</b>
512 50 20 00	Personnel Benefits-Court		001 000 512 General Fund	100.00	Gym Fees (May, Jun, Jul, Aug 2017) - Kristi Perry
<b>14746 09/12/2017 09/12/2017 3955</b>			<b>Petrocard Systems Inc</b>	<b>211.59</b>	<b>Gas / Fuel</b>
548 65 31 11	Parks/Rec Gas		501 000 548 Equipment Ren	73.90	Diesel Fuel - Parks
548 65 31 12	Street Gas		501 000 548 Equipment Ren	20.04	Diesel Fuel - Street
548 65 31 13	Storm Gas		501 000 548 Equipment Ren	9.34	Diesel Fuel - Storm
548 65 31 14	Wtr/Swr Gas		501 000 548 Equipment Ren	108.31	Diesel Fuel - Wtr / Swr
<b>14661 09/12/2017 09/12/2017 7738</b>			<b>Pierson Fire Protection</b>	<b>384.65</b>	<b>Stove Exhaust Hood Cleaning - Community Center</b>
518 30 48 01	Rep & Maint - Rec Bldg		001 000 518 General Fund	384.65	Stove Exhaust Hood Cleaning - Community Center Senior Room (Service Date: 05/05/17)
<b>14660 09/12/2017 09/12/2017 7614</b>			<b>Prothman</b>	<b>3,848.97</b>	<b>City Manager Search - Reimbursable Expenses</b>
513 10 41 00	Prof Svcs - Admin		001 000 513 General Fund	3,848.97	Job Listings: Assoc Of Idaho Cities, League Of Arizona Cities, National Assoc Of Counties, Craigslist, Careers In Government, Govtjobs.com, Oklahoma Municipal, The Job Board, Direct Mail Invites (900)
<b>14686 09/12/2017 09/12/2017 7614</b>			<b>Prothman</b>	<b>4,855.20</b>	<b>Municipal Consulting Services (David Johnston) 07/29/17 - 08/11/17 (70 Hrs @\$68/Hr) Includes 2% State/City B&amp;O Tax Charge</b>
513 10 41 00	Prof Svcs - Admin		001 000 513 General Fund	4,855.20	Municipal Consulting Services (David Johnston) 07/29/17 - 08/11/17 (70 Hrs @\$68/Hr) Includes 2% State/City B&O Tax Charge
<b>14726 09/12/2017 09/12/2017 7614</b>			<b>Prothman</b>	<b>2,219.52</b>	<b>Municipal Consulting Services (Bill McDonald) 08/12/17 - 08/25/17 (32 Hrs @\$68/Hr) Includes 2% State/City B&amp;O Tax Charge</b>

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513 10 41 00	Prof Svcs - Admin		001 000 513 General Fund	2,219.52	Municipal Consulting Services (Bill McDonald) 08/12/17 - 08/25/17 (32 Hrs @\$68/Hr) Includes 2% State/City B&O Tax Charge "Interim City Manager"
<b>14736</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3986</b>	<b>Puget Sound Energy, BOT-01H</b>	<b>35.47 Aug 2017 City Hall</b>
518 30 47 00	Public Utility Services - Cit		001 000 518 General Fund	35.47	PSE Gas - City Hall
<b>14737</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3986</b>	<b>Puget Sound Energy, BOT-01H</b>	<b>2,186.82 Aug 2017 Parks, Pool</b>
576 20 47 00	Public Utility Services - Po		001 000 576 General Fund	1,486.01	PSE Gas - Swimming Pool
576 80 47 00	Public Utility Services - Par		001 000 576 General Fund	700.81	PSE Gas - Parks
<b>14738</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3986</b>	<b>Puget Sound Energy, BOT-01H</b>	<b>42.14 Aug 2017 Public Works</b>
531 50 47 02	Public Utility Services/Bldg		415 000 531 Storm Drain	10.54	PSE Gas - Storm
534 10 47 00	Utility Services/Building - \		425 000 534 Water Fund (de	10.54	PSE Gas - Water
535 10 47 00	Utility Services/Building - S		430 000 535 Sewer Fund (de	10.53	PSE Gas - Sewer
542 30 47 02	Electricity & Gas/Bldg - Sti		101 000 542 City Street Fun	10.53	PSE Gas - Street
<b>14687</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3989</b>	<b>Puget Sound Regional Council</b>	<b>2,028.00 Membership Dues</b>
511 60 49 02	Dues, Memberships, Subscr		001 000 511 General Fund	2,028.00	Membership Dues (July 1, 2017 Through June 30, 2018)
<b>14721</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>5710</b>	<b>Rainier Connect</b>	<b>99.95 Internet Access Monthly Fee</b>
518 81 42 00	Communication - I/S		001 000 518 General Fund	99.95	Internet Access Monthly Fee (Sept 2017) - Cable Modem Services
<b>14631</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4008</b>	<b>Rider, Amy</b>	<b>59.00 1 Yr Library 2017</b>
572 21 49 00	Library Services		001 000 572 General Fund	59.00	1 Yr Library 2017 / Amy Rider
<b>14756</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>6823</b>	<b>Robblee's Total Security Inc</b>	<b>2,226.35 Secuirty Locking Devices - Court Office Area</b>
518 30 48 02	Rep & Maint - City Hall		001 000 518 General Fund	2,226.35	Security Locking Devices: Simplex Mortice Locks (2), Pin Peaks Core To Existing, Duplicate Keys, Drill Time, Regular Labor - Court Office Area (08/14/17)
<b>14632</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4035</b>	<b>Sarco Supply</b>	<b>176.78 Disinfect Cleaner, Towels</b>
576 80 31 01	Janitorial Supplies - Parks		001 000 576 General Fund	176.78	Disinfect Cleaner, Towels - Recreation Center
<b>14708</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4035</b>	<b>Sarco Supply</b>	<b>52.86 Disposable Gloves, Bathroom Cleaner</b>

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576 20 31 02	Janitorial Supplies - Pool		001 000 576 General Fund	52.86	Disposable Gloves, Bathroom Cleaner - Swimming Pool
<b>14762</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4035</b>	<b>Sarco Supply</b>	<b>83.66 Lotion Soap</b>
576 20 31 02	Janitorial Supplies - Pool		001 000 576 General Fund	83.66	Lotion Soap - Swimming Pool
<b>14709</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>7308</b>	<b>SiteCrafting Inc</b>	<b>99.00 WordPress Managed Hosting (08/15/17)</b>
518 81 41 02	Web Design & Maintenance		001 000 518 General Fund	99.00	WordPress Managed Hosting - Monthly (Bill Date: 08/15/17) "cityoffircrest.net"
<b>14757</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4065</b>	<b>Smith, Alling, P.S.</b>	<b>125.00 Judge Pro Tempore / Michaels</b>
512 50 41 02	Prof Srvs - Pro Temp Judge		001 000 512 General Fund	125.00	Judge Pro Tempore / Michaels (2.50 Hrs) 09/06/17
<b>14673</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>7744</b>	<b>Smith, Anitra</b>	<b>100.00 Refund Rental Deposit / Anitra Smith</b>
586 00 00 00	Deposit Refunds		001 000 580 General Fund	100.00	Refund Rental Deposit / Anitra Smith - Room B (Event Date: 08/05/17) Baby Shower
<b>14729</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4690</b>	<b>Sound Inspections LLC</b>	<b>1,563.22 08/01/17 - 08/31/17</b>
524 20 41 01	Bldg Inspec/Plan Review		001 000 524 General Fund	1,563.22	08/01/17 - 08/31/17
<b>14691</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>7749</b>	<b>Sound Uniform Solutions Inc</b>	<b>115.61 Winter Jumpsuit Alterations - Villamor</b>
521 22 49 01	Uniforms/Clothing/Laundry		001 000 521 General Fund	115.61	Winter Jumpsuit Alterations - Villamor "Adjustments To Chest, Hip & Waist"
<b>14675</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>7746</b>	<b>St. Luke's Episcopal Church</b>	<b>105.00 Refund Whittier Shelter Rental / St. Luke's</b>
362 40 00 00	Space & Facility Rental		001 000 360 General Fund	-105.00	Refund Whittier Shelter Rental / St. Luke's Episcopal Church (Cancelled Picnic)
<b>14710</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4084</b>	<b>Staples Business Advantage</b>	<b>88.25 Envelopes, Black Ink Cartridge, Swingline Hand Stapler, End Tab Folders - Court</b>
512 50 31 00	Office & Oper Supplies-Co		001 000 512 General Fund	88.25	Envelopes, Black Ink Cartridge, Swingline Hand Stapler, End Tab Folders - Court
<b>14625</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4087</b>	<b>Star Rentals</b>	<b>357.18 30-Foot Manlift Rental (08/08/17) 1 Day + Delivery Charge</b>
518 30 31 03	Oper Sup/PWF		001 000 518 General Fund	357.18	30-Foot Manlift Rental (08/08/17) 1 Day + Delivery Charge "To Remove Insulation Under Carport @Public Works Building"

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<b>14711</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4097</b>	<b>Streun, Gregor</b>	<b>59.00 1 Yr Library 2017</b>
	572 21 49 00	Library Services	001 000 572 General Fund	59.00	1 Yr Library 2017 / Gregor Streun
<b>14752</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4110</b>	<b>Superior Linen Service</b>	<b>70.30 08/03/17 Exchange Service</b>
	576 80 49 00	Miscellaneous - Parks	001 000 576 General Fund	70.30	08/03/17 Exchange Service
<b>14753</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4110</b>	<b>Superior Linen Service</b>	<b>70.30 08/17/17 Exchange Service</b>
	576 80 49 00	Miscellaneous - Parks	001 000 576 General Fund	70.30	08/17/17 Exchange Service
<b>14754</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4110</b>	<b>Superior Linen Service</b>	<b>70.30 08/31/17 Exchange Service</b>
	576 80 49 00	Miscellaneous - Parks	001 000 576 General Fund	70.30	08/31/17 Exchange Service
<b>14740</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>1204</b>	<b>Swanson, Samantha</b>	<b>59.00 1 Yr Library 2017</b>
	572 21 49 00	Library Services	001 000 572 General Fund	59.00	1 Yr Library 2017 / Samantha Swanson
<b>14758</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4328</b>	<b>Systems for Public Safety Inc</b>	<b>49.05 #60942D (2016 Interceptor) Adjust Bumper</b>
	548 65 48 08	O & M - Police	501 000 548 Equipment Ren	49.05	#60942D (2016 Interceptor) Adjust Push Bumper Back To Specifications, Removed Bolts And Bent Brackets Straight, Reinstalled Bolts And Brackets
<b>14626</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>5059</b>	<b>T &amp; T Tire Factory</b>	<b>58.73 #55697D (2014 Ford F150) LOF, Safety Inspection, Tire Rotation</b>
	548 65 48 06	O & M - Facilities	501 000 548 Equipment Ren	46.98	#55697D (2014 Ford F150 Pick-Up) Lube, Oil, Filter, Safety Inspection, Tire Rotation (80% Facilities)
	548 65 48 11	O & M - Parks/Rec	501 000 548 Equipment Ren	11.75	#55697D (2014 Ford F150 Pick-Up) Lube, Oil, Filter, Safety Inspection, Tire Rotation (20% Parks)
<b>14727</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4120</b>	<b>Tacoma Daily Index</b>	<b>87.66 Environmental Determination - Comp Plan Pre-Annexation (Publish Date: 08/25/17)</b>
	558 60 41 01	Advertising - Planning	001 000 558 General Fund	87.66	Environmental Determination - Comp Plan Pre-Annexation (Publish Date: 08/25/17)
<b>14728</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4120</b>	<b>Tacoma Daily Index</b>	<b>46.41 Public Hearing - Annexation (Publish Date: 08/25/17)</b>
	558 60 41 01	Advertising - Planning	001 000 558 General Fund	46.41	Public Hearing - Annexation (Publish Date: 08/25/17)

# ACCOUNTS PAYABLE

City Of Fircrest  
MCAG #: 0583

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>14627</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4133</b>	<b>Tacoma Rubber Stamp</b>	<b>42.83 Signature Stamps - Bill McDonald &amp; Colleen Corcoran</b>
	514 23 31 00	Office & Oper Supplies-Fin	001 000 514	General Fund	14.09 Double Signature Name Stamp Die Cut - Bill McDonald (Interim City Manager) & Colleen Corcoran (Finance Director)
	514 23 31 00	Office & Oper Supplies-Fin	001 000 514	General Fund	28.74 Trodat Printy Signature Stamper - Bill McDonald (Interim City Manager)
<b>14594</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4139</b>	<b>Tapco Visa Card</b>	<b>230.14 S &amp; S Worldwide / Summer Day Camp Supplies</b>
	571 10 31 03	Youth Supplies	001 000 571	General Fund	230.14 S & S Worldwide / Summer Fun Fan Kit, Fishtail Windsock Kit, Dinosaur Masks, Groovy Lanyards, Wood Windchimes, Hi Bounce Ball Kit, Ceramic Piggy Banks, Color-Me Dragon Gizmo, Super Visors
<b>14712</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4139</b>	<b>Tapco Visa Card</b>	<b>349.83 Red Lion Inn / Civil Service Conference Lodging - Thomas</b>
	521 10 43 00	Travel - Civil Svc	001 000 521	General Fund	349.83 Red Lion Inn / Civil Service Conference Lodging - Thomas (09/18/17 - 09/19/17) Yakima, WA
<b>14724</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4139</b>	<b>Tapco Visa Card</b>	<b>500.00 Game Truck / Mobile Video Games - Fun Days</b>
	573 90 49 01	Community Events	001 000 573	General Fund	500.00 Game Truck / Mobile Video Games - Fircrest Fun Days (08/12/17) Saturday 12:00pm - 3:00pm
<b>14725</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4139</b>	<b>Tapco Visa Card</b>	<b>1,300.00 Kim Archer / Live Music Performance - Fun Days</b>
	573 90 49 01	Community Events	001 000 573	General Fund	1,300.00 Kim Archer / Live Music Performance - Fircrest Fun Days (08/11/17) Friday 5:30pm - 7:00pm "Kim Archer Band" Soulful Rock
<b>14744</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4139</b>	<b>Tapco Visa Card</b>	<b>1,061.10 Tulalip Casino Hotel / ERWOW Conference Lodging (Remaining Balance)</b>
	534 10 43 00	Travel - Water	425 000 534	Water Fund (de	1,061.10 Tulalip Casino Hotel / ERWOW Conference Lodging (Remaining Balance) Jeff Davis, Jim Marzano, Bryce Wakefield
<b>14751</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4139</b>	<b>Tapco Visa Card</b>	<b>33.02 Fred Meyer / 2-Way Radio - Fun Days</b>
	571 10 31 00	Office Supplies - Rec	001 000 571	General Fund	33.02 Fred Meyer / 2-Way Radio - Fun Days Communication (General Staff Usage After Event)



# ACCOUNTS PAYABLE

City Of Fircrest  
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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>14628</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>6278</b>	<b>Tucker, Ben</b>	<b>59.00 1 Yr Library 2017</b>
	572 21 49 00	Library Services	001 000 572	General Fund	59.00 1 Yr Library 2017 / Benjamin Tucker
<b>14741</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>5128</b>	<b>United Site Services</b>	<b>306.10 Deluxe Portable Restrooms (2) - Fun Days</b>
	573 90 49 01	Community Events	001 000 573	General Fund	306.10 Deluxe Portable Restrooms (2) - Fun Days (Includes Deluxe Restroom Service, Hand Sanitizer, Toilet Seat Cover, 2-Station Sink & Service, Damage Waivers, Delivery, Set-Up, Removal)
<b>14733</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4188</b>	<b>Verizon Wireless LLC</b>	<b>267.99 Share Plan (14 Phones)</b>
	513 10 42 00	Communication - Admin	001 000 513	General Fund	14.64 Administration - City Manager
	518 30 42 00	Communication - Fac/Equip	001 000 518	General Fund	39.90 Facilities - (3) Staff
	521 22 42 00	Communication - Police	001 000 521	General Fund	198.81 Police - Chief, Sergeant, (7) Officers
	576 80 42 00	Communication - Parks	001 000 576	General Fund	14.64 Parks - Maintenance Supervisor
<b>14690</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>339</b>	<b>Villamor, John</b>	<b>19.60 USPS / Postage (Return "Crash Dummies" Costume) National Night Out</b>
	521 22 49 05	Reimbursable Programs	001 000 521	General Fund	19.60 USPS / Postage (Return "Crash Dummies" Costume To Washington State Patrol Traffic Safety) - Villamor
<b>14688</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4214</b>	<b>WFOA</b>	<b>250.00 WFOA Training / Municipal Debt (2 Attendees)</b>
	514 23 49 01	Reg & Tuition - Finance	001 000 514	General Fund	125.00 WFOA Training / Municipal Debt - Colleen Corcoran (09/12/17) Pre-Conference
	514 23 49 01	Reg & Tuition - Finance	001 000 514	General Fund	125.00 WFOA Training / Municipal Debt - Michelle Thomas (09/12/17) Pre-Conference
<b>14714</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>7326</b>	<b>Wakefield, Bryce</b>	<b>92.00 ERWOW / Meals (08/28/17 - 08/31/17)</b>
	534 10 43 00	Travel - Water	425 000 534	Water Fund (de	92.00 ERWOW / Meals (08/28/17 - 08/31/17) - Bryce Wakefield
<b>14629</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>4200</b>	<b>Walrath Trucking Inc</b>	<b>249.21 P#43 River Rock (\$108.83) &amp; Sand</b>
	534 50 31 01	Oper Supplies - Water Mair	425 000 534	Water Fund (de	140.38 Sand (5 Yards) - Water Utility Repairs
	595 32 63 01	Street Improvements	101 000 542	City Street Fund	108.83 P#43 River Rock (3 Yards) - Emerson Project
<b>14731</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>7754</b>	<b>Wilson High School Reunion</b>	<b>250.00 Refund Rental Deposit / Wilson High School Reunion - Attn: Elisa Peterson</b>

# ACCOUNTS PAYABLE

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Accts

Pay #	Received	Date Due	Vendor	Amount	Memo
586 00 00 00	Deposit Refunds		001 000 580 General Fund	250.00	Refund Rental Deposit / Wilson High School Reunion - Attn: Elisa Peterson (Event Date: 08/26/17) Wilson Class Of '62 Reunion @Fircrest Gymnasium
<b>14630</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>6573 Wingerson, Khristine</b>	<b>59.00</b>	<b>1 Yr Library 2017</b>
572 21 49 00	Library Services		001 000 572 General Fund	59.00	1 Yr Library 2017 / Khristine Wingerson
<b>14747</b>	<b>09/12/2017</b>	<b>09/12/2017</b>	<b>3645 Wright Express FSC, WEX BANK</b>	<b>2,884.35</b>	<b>Gas / Fuel</b>
548 65 31 06	Facilities Gas		501 000 548 Equipment Ren	125.53	Facilities Gas
548 65 31 08	Police Gas		501 000 548 Equipment Ren	1,212.68	Police Gas
548 65 31 11	Parks/Rec Gas		501 000 548 Equipment Ren	67.08	Parks Gas
548 65 31 12	Street Gas		501 000 548 Equipment Ren	1,043.01	Street Gas
548 65 31 14	Wtr/Swr Gas		501 000 548 Equipment Ren	436.05	Wtr / Swr Gas

Report Total: 151,269.72

Fund

001 General Fund	42,656.45
101 City Street Fund	2,190.00
415 Storm Drain	2,051.65
425 Water Fund (department)	80,548.91
430 Sewer Fund (department)	10,327.23
501 Equipment Rental Fund	13,495.48

This report has been reviewed by:

REMARKS:

Signature & Title

Date

## RECORD OF VOIDED TRANSACTION

City Of Fircrest  
MCAG #: MCAG #: 0583

Date: 08/18/2017

Year	Trans	Date	Type	Acct#	War #	Vendor	Amount	Memo	Number
2017	5469	08/22/2017	Claims	1	209929	4028 S & S Worldwide Inc	230.14	Summer Day Camp Supplies	
571	10 31 03 - 001 000 571	Youth Supplies			001 000 57		230.14	Summer Fun Fan Kit,	
Acct Pay#	Vendor						Amount		
14594	S & S Worldwide Inc						230.14		

**CITY OF FIRCREST**  
**SPECIAL CITY COUNCIL MEETING MINUTES**  
**MONDAY, AUGUST 21, 2017** **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 Pro Tempore Hunter T. George called the special meeting to order at 6:00 P.M. and led the pledge of allegiance. Councilmembers Blake Surina, Shannon Reynolds, Brett Wittner, and Jason Medley were present. Mayor Matthew Jolibois and Councilmember Denny Waltier were absent and excused.

**AGENDA MODIFICATIONS**

There were none.

**LEGISLATIVE UPDATE BY SENATOR O'BAN AND REPRESENTATIVE MURI**

Senator Steve O'Ban and Representative Dick Muri provided a 2017 legislative update, including education funding levy reform, status of the two-year new capital budget status and water rights bill conflict, efforts to alleviate impact of Sound Transit 3 taxes, and behavioral health investments. In regards to submitting local capital budget requests for consideration by the Washington Legislature, O'Ban and Muri recommended the City submit requests to them by November 1, 2017.

**INTERIM CITY MANAGER "EXPECTATIONS"**

George welcomed Interim City Manager Bill McDonald and McDonald briefed the Council on what they can expect from him until a permanent city manager has been hired. McDonald stated that in his 16 hours a week, he plans to focus on the business of the council, the budget, and day to day operations.

**UPDATE ON CITY MANAGER RECRUITMENT AND COMPENSATION**

Interim City Manager Bill McDonald briefed the Council on Prothman's recruitment efforts for a permanent City Manager. McDonald briefed the Council on the memo submitted by former Interim City Manager Johnston, which includes data from the 2017 AWC City and County Salary and Benefits Survey that shows the advertised salary for the Fircrest City Manager position is \$10,000-\$12,000/year below market compensation for a similar sized locality. McDonald stated that the position was advertised on July 31, 2017 and Prothman has received three applications to date, and although the position is well advertised and he has reached out to potential candidates, McDonald stated that he believes the low response is correlated to the low advertised salary range. After some discussion on other potential factors affecting the recruitment efforts, George stated he will bring forth adjusting the advertised salary at the August 22, 2017 meeting for Council consideration.

**August 21, 2017**

**Fircrest City Council Meeting Minutes – Special 2**

**ADJOURNMENT**

**Reynolds Moved to adjourn the meeting at 6:54 P.M., seconded by Wittner. The Motion Carried Unanimously.**

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Matthew Jolibois, Mayor

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Jessica Nappi, City Clerk

**CITY OF FIRCREST**  
**REGULAR CITY COUNCIL MEETING MINUTES**  
**TUESDAY, AUGUST 22, 2017**  
**7:00 P.M.**

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

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

Mayor Matthew Jolibois called the regular meeting to order at 7:03 P.M. and led the Pledge of Allegiance. Councilmembers Blake Surina, Shannon Reynolds, Brett Wittner, Hunter T. George, and Denny Waltier were present. Councilmember Jason Medley was absent and excused.

**PRESIDING OFFICER'S REPORT**

**A. 2<sup>nd</sup> Quarter 2017 Financial Report**

Financial Director Corcoran presented the 2nd Quarter 2017 Financial report (January 1, 2017 through June 30, 2017), which showed that actual revenues and expenditures are close to budgeted estimates. The presentation included year-to-date information on the General Fund Revenues, General Fund Expenditures by Department, Actual Revenue Over/(Under) Expenditures, and Available Cash Balance per Fund. After a brief discussion, per Council request, staff indicated they would provide further information on cash and investment funds and cumulative reserves. Corcoran stated that the 2017 2nd Quarter Review report would be uploaded on the City of Fircrest website the following day.

**B. Community Center and Pool: Next Steps**

Parks and Recreation Director Grover briefed the Council on the staff recommended next steps of addressing the short-term issues related to the pool leak and achieving a long-term solution with the community center and pool. Grover recommended the Council authorize the Interim City Manager to direct staff to issue a Request for Qualifications (RFQ) from consultants interested in providing professional services including, but not limited to, preliminary consultation, preliminary cost estimates (including operational and capital costs), and schematic drawings to be used in public meetings and citizen outreach materials for the several development scenarios. Grover stated that the 2016 ARC Architects Feasibility Study recommended that repairing the pool in its current condition would be cost prohibitive and would cost just as much as a new pool. McDonald added that the pool leak presents a potential risk and staff will coordinate with the City's insurance provider to determine the risk and liability as well as reaching out to engineers to mitigate the risk. There was a brief discussion on whether extending the 2016 ARC Architects contract would be an option and City Attorney Smith recommended not to extend the contract with ARC Architects due to the contract extension terms and that this proposed scope of work would be beyond the original contractual scope of work. The Council gave approval to move ahead with a RFQ to seek the services of a qualified architectural/engineering firm to provide professional services for the rebuild or renewal of the Community Center and Pool.

**CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA**

The City of Fircrest received a submitted written public comment on August 8, 2017 by Lori Bisping of 506 Electron Way and Jolibois directed the City Clerk to enter the comments into the meeting minutes:

*Dear Fircrest City Council Members,*

*I attended tonight's City Council Meeting to convey my concerns about allowing city property to be used for a community garden. However, I was not allowed the opportunity to speak. Please accept this email in lieu of my public comment.*

*According to past city council meeting minutes, two sites have been proposed for use as a community garden. Both have been rejected by council. However, a recommendation was made to consider the former Fox property on Electron Way. I am opposed to using tax funded property and city staff time to support this type of project. When the Fox property was purchased, I believe your citizen's were told it was be used for an expansion of the Tot Lot and / or additional parking. As a tax payer, I expect the property to be used for the stated purpose or at least an identified need.*

*I am sure council is aware that they are thirty five (35) community gardens in the City of Tacoma, eleven (11) on Metro Parks Property. These gardens struggle to be consistently maintained and have become an eyesore in their neighborhoods. Additional a September 7, 2016 article in the Tacoma News Tribune reported escalating problems with theft and vandalism. The article goes on to explain that numerous police hours had been expended in an attempt to address the issues. Fences would need to be built and the gardens locked. It doesn't take much research to reveal that these are common problems with these gardens nationally. How much of our city staff time has already been expended on this topic? How many in the future? Clearly, this is not a project that has no impact to city funds.*

*Why is council continuing to entertain discussion on this topic when none of the city's strategic plans have identified community gardens as a need or desire of the citizens? In fact the Parks, Recreation, and Open Spaces Plan, calls for projects that have been planned to fit the parks and community. In addition, the impact to the city staff workload is to be analyzed. The recent parks and recreation survey may be a good indicator of what the citizens want. There were 433 citizen responses, numerous suggestions were offered, only 1 asked for a community garden.*

*Tonight, I was disappointed that proper protocol wasn't followed so that I could personally deliver this message. I will give council the benefit of the doubt that an oversite was made. However, I respectfully request that this agenda be read and entered into the minutes at the next council meeting.*

*I urge council to be more diligent in ensuring that citizen requests to speak are honored. I also suggest that the mayor slow down when he requests input from citizens and council. Rushing through the agenda denies public dialogue and gives the appearance that council is not interested in hearing opposing views. Especially when a particular topic has the majority of the councils support.*

*Thank you for your consideration.*

Jolibois invited public comment. The following individuals provided comments:

- Neil Holden, Westside Disposal, invited the public to their 75<sup>th</sup> anniversary celebration scheduled for August 26, 2017.

- Yolonda Brooks, 6448 19<sup>th</sup> Street W. commented on sewer availability to an annexed section of the city that is presently on a septic system.

## **COMMITTEE, COMMISSION AND LIAISON REPORTS**

### **A. Water, Sewer, Storm**

Waltier reported no new updates.

### **B. Street, Facilities, Equipment**

Jolibois reported that the inspections on the Emerson Street project is wrapping up and the transportation signal safety improvement grant award is moving forward.

### **C. Public Safety, Court**

George reported that the Court Safety Committee met per State mandate to review security procedures. George stated that the Committee made minor adjustments to its security plan to permit the Police Officer on duty the ability to search if there is reasonable suspicion, approved locks on doors, and plans to pursue grants for capital improvements

### **D. Pierce County Regional Council**

Reynolds reported that the August 17, 2017 meeting was canceled.

## **CONSENT CALENDAR**

Jolibois requested the City Clerk read the consent calendar as follows: approval of Voucher No. 209871 through Voucher No. 209943 in the amount of \$484,140.81; approval of Payroll Check No. 12839 through Payroll Check No. 12871 in the amount of \$108,422.13; and approval of the June 27, 2017 regular meeting minutes. **George Moved to approve the Consent Calendar as read; seconded by Reynolds. The Motion Carried Unanimously.**

## **PUBLIC HEARING**

No public hearing was scheduled.

## **UNFINISHED BUSINESS**

There was no unfinished business.

## **NEW BUSINESS**

### **A. Resolution No. 1490 authorizing the City Manager to execute of an agreement with eCivis, Inc., for a subscription to their grant search software and other services**

McDonald briefed the Council on the resolution that would authorize entering into an agreement with eCivis, Inc., that will allow Fircrest staff to access to their grant research and management software system. Jolibois invited public comment; none was provided. **Wittner Moved to approve Resolution 1490 as written; seconded by Waltier. The Motion Carried Unanimously.**

### **B. Budget Amendment, 1<sup>st</sup> Reading**

Corcoran stated that tonight is the first reading of a Budget Amendment for anticipated revenues and expenditures not foreseen at the time of filing the 2017 Preliminary Budget and not provided for in the Adopted 2017 Budget. Corcoran stated that the fiscal impact would be increased in expenditures with corresponding increases in revenue or corresponding decreases in undesignated fund balances. Corcoran briefed the Council the appropriations and stated that



this proposal would provide the necessary budget to match the actual Beginning and Ending Fund Balances. Corcoran indicated that that the second reading will occur at the September 12, 2017 Council meeting. Jolibois invited public comment; none was provided.

**C. City Manager Recruitment Efforts: Salary Adjustment**

Jolibois added an item to adjust the city manager's compensation related to the city manager recruitment efforts and potential salary adjustments discussed at the August 21, 2017 Council work session for consideration of the Council. After a brief discussion, there was a consensus to raise the salary range by \$10,000. Corcoran indicated she would coordinate with McDonald to determine the impact to the 2018 Budget.

**CITY MANAGER COMMENTS**

McDonald stated that there was an incident at the Public Safety building earlier that afternoon involving an individual backing into a Fircrest patrol car. Sergeant Villamoor indicated that the officer involved was brought to a nearby hospital to be evaluated for injuries. McDonald added that he is seeking guidance from the insurance risk pool regarding a request made by an official at the U.S. Department of Veterans Affairs for the purpose of parking their General Services Administration (GSA) vehicle and personal vehicle while GSA is in use. McDonald stated he had an inquiry from a councilmember regarding summer water consumption rates and will bring back more information at a later date.

**DEPARTMENT HEAD COMMENTS**

None were provided.

**COUNCILMEMBER COMMENTS**

The Council thanked the public for their attendance. Additional comments included:

- George commended everyone's involvement in the community meeting regarding the pool.
- Waltier requested that the minutes reflect his concerns regarding the homeless camps near 19<sup>th</sup> Street Fred Meyer store and homeless individuals stealing unattended items on lawns and from open garages in residential areas at night. He called on residents to remain vigilant.

**EXECUTIVE SESSION**

There was none.

**ADJOURNMENT**

George Moved to adjourn the meeting at 8:43 P.M, seconded by Wittner. The Motion Carried Unanimously.

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Matthew Jolibois, Mayor

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Jessica Nappi, City Clerk

## FIRCREST CITY COUNCIL AGENDA SUMMARY

**COUNCIL MEETING DATE:** September 12, 2017

**SUBJECT:** Budget Amendment, 2<sup>nd</sup> Reading

**FROM:** Interim City Manager McDonald

Reviewed by:  City Manager  Finance Director  City Attorney

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**RECOMMENDED MOTION:** I move to adopt Ordinance No. \_\_\_\_\_, authorizing expenditures of funds for matters not foreseen at the time of filing of the 2017 Preliminary Budget and not provided for in the Adopted 2017 Budget.

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**PROPOSAL:** This is a request for additional appropriations for anticipated revenues and expenditures not foreseen at the time of filing the 2017 Preliminary Budget and not provided for in the Adopted 2017 Budget.

**FISCAL IMPACT:** The fiscal impact of this proposal would be increases in expenditures with corresponding increases in revenue or corresponding decreases in undesignated fund balances as follows:

	<u>Increase/(Decrease)</u>
<u>General Fund</u>	
Revenues	
Youth Baseball Registration (001.347.60.00.02)	10,950 <sup>1</sup>
Expenditures	
Codification Costs (511.60.49.03)	2,500 <sup>2</sup>
Advertising-Legislative (511.60.41.01)	2,000 <sup>3</sup>
Court Interpreter (512.50.41.03)	2,000 <sup>4</sup>
Salary & Wages-Admin (513.10.10.00)	(10,000) <sup>5</sup>
Professional Services-Admin (513.10.41.00)	64,500 <sup>6</sup>
Central Office Printing (518.10.34.02)	2,000 <sup>7</sup>
Youth Baseball (571.20.49.09)	3,500 <sup>8</sup>
Repairs & Maint.-Parks (576.80.48.00)	3,000 <sup>9</sup>
Uniforms-Police (521.22.49.01)	5,500 <sup>10</sup>
Machinery & Equipment-Police (594.21.64.00)	101,560 <sup>11,12</sup>
Other Improvements-Parks (594.21.64.00)	35,000 <sup>13</sup>
Desg. Ending Fund Balance-44 <sup>th</sup> Street (508.10.00.01)	(35,000) <sup>14</sup>
Undesignated Ending Fund Balance (508.80.00.01)	(165,610) <sup>15</sup>

Sewer Fund

## Expenditures

Sewer Treatment Services (535.60.51.00)	150,000 <sup>16</sup>
Project Engineering (594.35.63.03)	100,000 <sup>17</sup>
Undesignated Ending Fund Balance (508.80.04.30)	(250,000) <sup>18</sup>

ERR Fund

## Expenditures

Capital Outlay-Admin (594.48.64.03)	1,100 <sup>19</sup>
Capital Outlay-Info Systems (594.48.64.03)	(1,100) <sup>20</sup>
Capital Outlay-Street (594.48.64.12)	14,200 <sup>21</sup>
Ending Fund Balance-ERR (508.10.05.01)	(14,200) <sup>22</sup>

The City of Fircrest adopts an annual budget at the fund level. The above adjustments will result in an Amended 2017 Budget by fund as follows:

## 2017 REVENUES, EXPENDITURES &amp; BALANCES BY FUND

<u>FUND</u>	<u>ORIGINAL</u>	<u>ADJUST 5/9/17</u>	<u>ADJUST 9/12/17</u>	<u>AMENDED</u>
General	7,739,626	229,726	10,950	7,980,302
Street	2,625,622	14,890		2,640,512
Storm Drain	1,121,800	(24,158)		1,097,642
Water	1,833,670	24,484		1,858,154
Sewer	3,918,200	48,441		3,966,641
BYSM	1,379,164	(58,552)		1,320,612
ERR	1,863,099	(10,570)		1,852,529
Police Investigation	11,500			11,500
REET	1,509,300	(31,151)		1,478,149
Cumulative Reserve	3,530,763			3,530,763
Total	25,532,744	193,110	10,950	25,736,804

**ADVANTAGE:** This proposal will provide necessary budget for the following:

1. Youth Baseball Registration – additional revenue received.
2. Codification Costs - \$2,500 for Title 22 updates.
3. Advertising – additional costs for annexation.
4. Court Interpreter – additional costs for required change in policy.
5. Salary & Wages – net after vacation payout and vacant City Manager position.
6. Professional Services-Admin. – City Manager search and interim compensation.
7. Central Office Printing – increased printing for business cards and forms.
8. Youth Baseball – increase cost due to additional number of participants.
9. Repairs & Maintenance-Parks – Irrigation leak repair by pool pit room.
10. Uniforms-Police – outfitting two new officers.

11. Machinery & Equipment Capital-Police – two new vehicles per Police Guild contract.
12. Machinery & Equipment-Public Safety Building – replace HVAC unit.
13. Other Improvements-Parks – Resurface Whittier tennis courts.
14. Designated Ending Fund Balance 44<sup>th</sup> Street – decrease for tennis courts.
15. Undesignated Ending Fund Balance-General – net decrease.
16. Sewer Treatment Services – increased cost based on new formula.
17. Project Engineering – Preliminary design of Drake Street lift station.
18. Ending Fund Balance-Sewer – net decrease.
19. Capital Outlay-Administration – purchase City Clerk computer instead of Info System.
20. Capital Outlay-Info Systems – purchased City Clerk computer instead of Info System.
21. Capital Outlay-Street – purchase snow plow to fit on new truck.
22. Ending Fund Balance – ERR net decrease.

**DISADVANTAGES:** Decrease in Ending Fund Balance:

- General (189,050)
- Sewer (250,000)
- ERR (14,200)

**ALTERNATIVES:** None.

**Attachment:** Ordinance

**CITY OF FIRCREST  
ORDINANCE NO. 1599**

**AN ORDINANCE OF THE CITY OF FIRCREST, WASHINGTON,  
AUTHORIZING EMERGENCY EXPENDITURES OF FUNDS  
FOR MATTERS NOT FORESEEN AT THE TIME OF FILING  
THE PRELIMINARY BUDGET FOR 2017 AND NOT PROVIDED  
FOR IN THE ANNUAL BUDGET FOR 2017.**

**WHEREAS**, the City anticipates certain revenues and expenditures not foreseen at the time of filing the Annual Budget for 2017; and;

**WHEREAS**, the City of Fircrest adopts an annual budget at the fund level and;

**WHEREAS**, it is necessary to amend the adopted 2017 budget to defray the anticipated expenditures; Now, Therefore,

**THE CITY COUNCIL OF THE CITY OF FIRCREST DO ORDAIN AS  
FOLLOWS:**

**Section 1.** These revenues and expenditures are not one of the emergencies specifically enumerated in RCW 35A.33.080.

**Section 2.** The anticipated revenues and expenditures are as follows:

	<u>Increase/ (Decrease)</u>
<u>General Fund</u>	
Revenues	
Youth Baseball Registration	10,950
(001.347.60.00.02)	
Expenditures	
Codification Costs	2,500
(511.60.49.03)	
Advertising-Legislative	2,000
(511.60.41.01)	
Court Interpreter	2,000
(512.50.41.03)	
Salary & Wages-Admin	(10,000)
(513.10.10.00)	
Professional Services-Admin	64,500
(513.10.41.00)	
Central Office Printing	2,000
(518.10.34.02)	
Youth Baseball	3,500
(571.20.49.09)	

1	Repairs & Maint.-Parks	3,000
2	(576.80.48.00)	
3	Uniforms-Police	5,500
4	(521.22.49.01)	
5	Machinery & Equipment-Police	101,560
6	(594.21.64.00)	
7	Other Improvements-Parks	35,000
8	(594.21.64.00)	
9	Desg. Ending Fund Balance-44 <sup>th</sup> Street	(35,000)
10	(508.10.00.01)	
11	Undesignated Ending Fund Balance	(154,050)
12	(508.80.00.01)	
13	<u>Sewer Fund</u>	
14	Expenditures	
15	Sewer Treatment Services	150,000
16	(535.60.51.00)	
17	Project Engineering	100,000
18	(594.35.63.03)	
19	Undesignated Ending Fund Balance	(250,000)
20	(508.80.04.30)	
21	<u>ERR Fund</u>	
22	Expenditures	
23	Capital Outlay-Admin	1,100
24	(594.48.64.03)	
25	Capital Outlay-Info Systems	(1,100)
26	(594.48.64.03)	
27	Capital Outlay-Street	14,200
28	(594.48.64.12)	
29	Ending Fund Balance-ERR	(14,200)
30	(508.10.05.01)	

**Section 3.** The anticipated revenues and expenditures will result in the 2017 Amended Budget by fund as follows:

	<u>FUND</u>	<u>ORIGINAL</u>	<u>ADJUST 5/9/17</u>	<u>ADJUST 9/12/17</u>	<u>AMENDED</u>
	General	7,739,626	229,726	10,950	7,980,302
	Street	2,625,622	14,890		2,640,512
	Storm Drain	1,121,800	(24,158)		1,097,642
	Water	1,833,670	24,484		1,858,154
	Sewer	3,918,200	48,441		3,966,641
	BYSM	1,379,164	(58,552)		1,320,612
	ERR	1,863,099	(10,570)		1,852,529
	Police Investigation	11,500			11,500
	REET	1,509,300	(31,151)		1,478,149
	Cumulative Reserve	3,530,763			3,530,763
	Total	25,532,744	193,110	10,950	25,736,804

**PASSED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON**, at a regular meeting thereof this 12<sup>th</sup> day of September 2017.

APPROVED:

\_\_\_\_\_  
Matthew Jolibois, Mayor

ATTEST:

\_\_\_\_\_  
Jessica Nappi, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Michael B. Smith, City Attorney

Publication Date:

Effective Date:

## FIRCREST CITY COUNCIL AGENDA SUMMARY

**COUNCIL MEETING DATE:** September 12, 2017

**SUBJECT:** Liquor License Renewal for Viafore's Italian Delicatessen

**FROM:** Interim City Manager McDonald

Reviewed by: BMC City Manager AC Finance Director MB City Attorney

---

**RECOMMENDED MOTION:** I move to register no objections to the liquor license renewal for Viafore's Italian Delicatessen.

---

**PROPOSAL:** Council is being asked to approve a motion to register no objections to the liquor license renewal for Viafore's Italian Delicatessen at 604 Regents Boulevard. There were no problems regarding liquor sales at this restaurant. Finance, Planning and Building, and Police have expressed no concerns regarding renewing the license.

**FISCAL IMPACT:** None.

**ADVANTAGE:** Allows Council input on the license renewal.

**DISADVANTAGES:** None.

**ALTERNATIVES:** Council could recommend not approving the license.

**HISTORY:** The Washington State Liquor and Cannabis Control Board sent notification of the liquor license application. This allows the City the opportunity to make comments and recommendations regarding approval or disapproval to the Board. Unless Council has objections, the license will be issued.

**Attachments:** Liquor License Renewal Application  
Staff Response Forms



C091080-2

WASHINGTON STATE LIQUOR AND CANNABIS BOARD

DATE: 08/06/2017

LICENSED ESTABLISHMENTS IN INCORPORATED AREAS CITY OF FIRCREST  
(BY ZIP CODE) FOR EXPIRATION DATE OF 20171130

LICENSEE	BUSINESS NAME AND ADDRESS	LICENSE NUMBER	PRIVILEGES
1. VIAFORE'S ITALIAN DELICATESSEN	VIAFORE'S 604 REGENTS BLVD FIRCREST WA 98466 0000	355916	GROCERY STORE - BEER/WINE
2. ORCHARD MARKET GROUP LLC	OMG FOOD MART 4040 ORCHARD ST W STE 118 FIRCREST WA 98466 6610	421187	GROCERY STORE - BEER/WINE



**Washington State  
Liquor and Cannabis Board**

PO Box 43098, 3000 Pacific Ave. SE, Olympia WA 98504-3098, (360) 664-1600  
www.liq.wa.gov Fax #: (360) 753-2710

August 06, 2017

Dear Local Authority:

RE: Liquor License Renewal Applications in Your Jurisdiction - Your Objection Opportunity

Enclosed please find a list of liquor-licensed premises in your jurisdiction whose liquor licenses will expire in about 90 days. This is your opportunity to object to these license renewal requests as authorized by RCW 66.24.010 (8).

1) Objection to License Renewal

To object to a liquor license renewal: fax or mail a letter to the Washington State Liquor and Cannabis Board (WS-LCB) Licensing Division. This letter must:

- o Detail the reason(s) for your objection, including a statement of all the facts upon which your objection or objections are based. You may include attachments and supporting documents which contain or confirm the facts upon which your objections are based.
- o Please note that whether a hearing will be granted or not is within the Board's discretion per RCW 66.24.010 (8)(d).

Your letter or fax of objection must be received by the Board's Licensing Division at least 30 days prior to the license expiration date. If you need additional time you must request that in writing. Please be aware, however, that it is within the Board's discretion to grant or deny any requests for extension of time to submit objections. Your request for extension will be granted or denied in writing. If objections are not timely received, they will not be considered as part of the renewal process.

A copy of your objection and any attachments and supporting materials will be made available to the licensee, therefore, it is the Local Authority's responsibility to redact any confidential or non-disclosable information (see RCW 42.56) prior to submission to the WSLCB.

2) Status of License While Objection Pending

During the time an objection to a renewal is pending, the permanent liquor license is placed on hold. However, temporary licenses are regularly issued to the licensee until a final decision is made by the Board.

3) Procedure Following Licensing Division Receipt of Objection

After we receive your objection, our licensing staff will prepare a report for review by the Licensing Director. The report will include your letter of objection, as well as any attachments and supporting documents you send. The Licensing Director will then decide to renew the liquor license, or to proceed with non-renewal.

4) Procedure if Board Does Not Renew License

If the Board decides not to renew a license, we will notify the licensee in writing, stating the reason for this decision. The licensee also has the right to request a hearing to contest non-renewal of their liquor license. RCW 66.24.010 (8)(d). If the licensee makes a timely request for a hearing, we will notify you.

The Board's Licensing Division will be required to present evidence at the hearing before an administrative law judge to support the non-renewal recommendation. You may present evidence in support of your objection or objections. The administrative law judge will consider all of the evidence and issue an initial order for the Board's review. The Board members have final authority to renew the liquor license and will enter a final order announcing their decision.

5.) Procedure if Board Renews License Over Your Objection

If the Board decides to renew the license over your objection, you will be notified in writing. At that time, you may be given an opportunity to request a hearing. An opportunity for a hearing is offered at the Board's discretion. If a hearing is held, you will be responsible for presenting evidence before an Administrative Law Judge in support of your objection to license renewal. The Board's Licensing Division will present evidence in support of license renewal. The Licensee may also participate and present evidence if the licensee desires. The administrative law judge will consider all of the evidence, and issue an initial order for the Board's review. The Board members have final authority to renew the liquor license and will enter a final order announcing their decision.

For questions about this process, contact the WSLCB Licensing Division at (360) 664-1600 or email us at [wsxcb@liq.wa.gov](mailto:wsxcb@liq.wa.gov).

Sincerely,

*Rebecca Smith*

Rebecca Smith, Director,  
Licensing and Regulation Division

LIQ 864 07/10



115 RAMSDELL STREET • FIRCREST, WASHINGTON 98466-6999 • (253) 564-8901 • FAX (253) 566-0762

## Applicant Information

### Liquor License Renewal

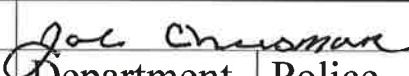
Applicant Name	Viafore's Italian Delicatessen
Establishment Name	Viafore's
Address	604 Regents Blvd
Comments	
No Concerns per Finance	
Director Signature	<i>Colleen Concoran</i>
Date 8/18/2017	Department Finance



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## Applicant Information

### Liquor License Renewal

Applicant Name	Viafores's Italian Delicatessen		
Establishment Name	Viafore's		
Address	604 Regents Blvd		
Comments			
<p>We have no concerns about the selling of alcohol at this establishment.</p>			
Director Signature			
Date	08-16-2017	Department	Police



## THE CITY OF FIRCREST

115 RAMSDELL STREET • FIRCREST, WASHINGTON 98466-6999 • (253) 564-8901 • FAX (253) 566-0762

### Applicant Information

### Liquor License Renewal

Applicant Name	Viafore's Italian Delicatessen		
Establishment Name	Viafore's		
Address	604 Regents Boulevard		
Comments			
<p>Zoned NC [Neighborhood Commercial]. This is a permitted use. Planning/Building has no objection to the license renewal.</p>			
Director Signature	<i>Angelie Stahlnecker</i>		
Date	08/17/2017	Department	Planning/Building

## FIRCREST CITY COUNCIL AGENDA SUMMARY

**COUNCIL MEETING DATE:** September 12, 2017

**SUBJECT:** Liquor License Renewal for Orchard Market Group

**FROM:** Interim City Manager McDonald

Reviewed by: BMC City Manager OC Finance Director MBS City Attorney

---

**RECOMMENDED MOTION:** I move to register no objections to the liquor license renewal for Orchard Market Group LLC.

---

**PROPOSAL:** Council is being asked to approve a motion to register no objections to the liquor license renewal for Orchard Market Group LLC at 4040 Orchard Street W., Suite 118. There were no problems regarding liquor sales at this restaurant. Finance, Planning and Building, and Police have expressed no concerns regarding renewing the license.

**FISCAL IMPACT:** None.

**ADVANTAGE:** Allows Council input on the license renewal.

**DISADVANTAGES:** None.

**ALTERNATIVES:** Council could recommend not approving the license.

**HISTORY:** The Washington State Liquor and Cannabis Control Board sent notification of the liquor license application. This allows the City the opportunity to make comments and recommendations regarding approval or disapproval to the Board. Unless Council has objections, the license will be issued.

**Attachments:** Liquor License Renewal Application  
Staff Response Forms

C091080-2

WASHINGTON STATE LIQUOR AND CANNABIS BOARD

DATE: 08/06/2017

LICENSED ESTABLISHMENTS IN INCORPORATED AREAS CITY OF FIRCREST  
(BY ZIP CODE) FOR EXPIRATION DATE OF 20171130

LICENSEE	BUSINESS NAME AND ADDRESS	LICENSE NUMBER	PRIVILEGES
1. VIAFORE'S ITALIAN DELICATESSEN	VIAFORE'S 604 REGENTS BLVD FIRCREST WA 98466 0000	355916	GROCERY STORE - BEER/WINE
2. ORCHARD MARKET GROUP LLC	OMG FOOD MART 4040 ORCHARD ST W STE 118 FIRCREST WA 98466 6610	421187	GROCERY STORE - BEER/WINE





**Washington State  
Liquor and Cannabis Board**

PO Box 43098, 3000 Pacific Ave. SE, Olympia WA 98504-3098, (360) 664-1600  
www.liq.wa.gov Fax #: (360) 753-2710

August 06, 2017

Dear Local Authority:

RE: Liquor License Renewal Applications in Your Jurisdiction - Your Objection Opportunity

Enclosed please find a list of liquor-licensed premises in your jurisdiction whose liquor licenses will expire in about 90 days. This is your opportunity to object to these license renewal requests as authorized by RCW 66.24.010 (8).

1) Objection to License Renewal

To object to a liquor license renewal: fax or mail a letter to the Washington State Liquor and Cannabis Board (WS-LCB) Licensing Division. This letter must:

- o Detail the reason(s) for your objection, including a statement of all the facts upon which your objection or objections are based. You may include attachments and supporting documents which contain or confirm the facts upon which your objections are based.
- o Please note that whether a hearing will be granted or not is within the Board's discretion per RCW 66.24.010 (8)(d).

Your letter or fax of objection must be received by the Board's Licensing Division at least 30 days prior to the license expiration date. If you need additional time you must request that in writing. Please be aware, however, that it is within the Board's discretion to grant or deny any requests for extension of time to submit objections. Your request for extension will be granted or denied in writing. If objections are not timely received, they will not be considered as part of the renewal process.

A copy of your objection and any attachments and supporting materials will be made available to the licensee, therefore, it is the Local Authority's responsibility to redact any confidential or non-disclosable information (see RCW 42.56) prior to submission to the WSLCB.

2) Status of License While Objection Pending

During the time an objection to a renewal is pending, the permanent liquor license is placed on hold. However, temporary licenses are regularly issued to the licensee until a final decision is made by the Board.

3) Procedure Following Licensing Division Receipt of Objection

After we receive your objection, our licensing staff will prepare a report for review by the Licensing Director. The report will include your letter of objection, as well as any attachments and supporting documents you send. The Licensing Director will then decide to renew the liquor license, or to proceed with non-renewal.

4) Procedure if Board Does Not Renew License

If the Board decides not to renew a license, we will notify the licensee in writing, stating the reason for this decision. The licensee also has the right to request a hearing to contest non-renewal of their liquor license. RCW 66.24.010 (8)(d). If the licensee makes a timely request for a hearing, we will notify you.

The Board's Licensing Division will be required to present evidence at the hearing before an administrative law judge to support the non-renewal recommendation. You may present evidence in support of your objection or objections. The administrative law judge will consider all of the evidence and issue an initial order for the Board's review. The Board members have final authority to renew the liquor license and will enter a final order announcing their decision.

5.) Procedure if Board Renews License Over Your Objection

If the Board decides to renew the license over your objection, you will be notified in writing. At that time, you may be given an opportunity to request a hearing. An opportunity for a hearing is offered at the Board's discretion. If a hearing is held, you will be responsible for presenting evidence before an Administrative Law Judge in support of your objection to license renewal. The Board's Licensing Division will present evidence in support of license renewal. The Licensee may also participate and present evidence if the licensee desires. The administrative law judge will consider all of the evidence, and issue an initial order for the Board's review. The Board members have final authority to renew the liquor license and will enter a final order announcing their decision.

For questions about this process, contact the WSLCB Licensing Division at (360) 664-1600 or email us at [wsxcb@liq.wa.gov](mailto:wsxcb@liq.wa.gov).

Sincerely,

*Rebecca Smith*

Rebecca Smith, Director,  
Licensing and Regulation Division

LIQ 864 07/10



115 RAMSDELL STREET • FIRCREST, WASHINGTON 98466-6999 • (253) 564-8901 • FAX (253) 566-0762

## Applicant Information

### Liquor License Renewal

Applicant Name	Orchard Market Group LLC		
Establishment Name	OMG Food Mart		
Address	4040 Orchard St W STE 118		
Comments			
No Concerns per Finance			
Director Signature	<i>Colleen Corcoran</i>		
Date	8/18/2017	Department	Finance



## THE CITY OF FIRCREST

115 RAMSDELL STREET • FIRCREST, WASHINGTON 98466-6999 • (253) 564-8901 • FAX (253) 566-0762

### Applicant Information

### Liquor License Renewal

Applicant Name	Orchard market Group
Establishment Name	OMG Food Mart
Address	4040 Orchard St W #118
Comments	
<p>We have had no issues with this establishment. I have no objections with the issuance of this license.</p>	
Director Signature	<i>Joe Chambers</i>
Date	8/16/2017
Department	Fircrest Police Department



## THE CITY OF FIRCREST

115 RAMSDELL STREET • FIRCREST, WASHINGTON 98466-6999 • (253) 564-8901 • FAX (253) 566-0762

### Applicant Information

### Liquor License Renewal

Applicant Name	Orchard Market Group LLC		
Establishment Name	OMG Food mart		
Address	4040 Orchard Street #118 (Emerson Court)		
Comments			
<p>Zoned Commercial Mixed Use. This is a permitted use. Planning/Building has no objection to the license renewal.</p>			
Director Signature	<i>Angelie Stahlnecker</i>		
Date	08/17/17	Department	Planning/Building

## FIRCREST CITY COUNCIL AGENDA SUMMARY

**COUNCIL MEETING DATE:** September 12, 2017

**SUBJECT:** Contract Award for the Traffic Signal Safety Improvement Project

**FROM:** Public Works Director Wakefield

Reviewed by:  City Manager  Finance Director  City Attorney

---

**RECOMMENDED MOTION:** I move the City Council authorize the City Manager to award the contract for the Traffic Signal Safety Improvement Project to Northeast Electric, LLC for \$238,486.00 to prepare and execute the required contract documents, and to give the "Notice to Proceed" to commence construction of the project.

---

**PROPOSAL:** It is recommended that the City of Fircrest award the contract for the Traffic Signal Safety Improvement Project to Northeast Electric, LLC for a total project cost of \$238,486. By this action, the Council gives authorization to prepare and execute contract documents, and give the low bidder a "Notice to Proceed" with the work detailed in the plans and specifications.

**FISCAL IMPACT:** Five (5) bids were received. The bids ranged from \$238,486 to \$321,300. The engineer's estimate was \$248,300. This project is being funded by the Highway Safety Improvement Program (HISP) Federal-aid program. The construction phase of the grant has been authorized for the amount of \$241,560. The low bid is within the grant amount, which will fully fund the project.

**ADVANTAGE:** This bid is well within the budget and grant amounts for this project. The low bidder is responsive and comes recommended to do this project.

**DISADVANTAGES:** None.

**ALTERNATIVES:** Not to proceed with the project and return funding to WSDOT.

**HISTORY:** This project received the HISP grant based on the scope and estimated costs prepared in December of 2016. KPG was selected as the consultant to prepare the design and construction management of the project. Five bids were received August 24, 2017 ranging from the low of \$238,486 to a high of \$321,300. All five bids were reviewed and considered responsive. The project was a base bid with an alternate 1 (which allows for providing Emergency Vehicle Preemption Detectors at each intersection). This was bid as an alternate depending on the monies available from the grant. KPG tabulated the bids and checked on the responsiveness and references of the bids. KPG checked the references of the low bidder. See the attached letter for their comments. In addition, KPG has checked the status of Northeast Electric, LLC on the Washington State Labor and Industries web page to confirm they are currently insured, bonded, and licensed.

This project is also required to meet the Underutilized Disadvantaged Business Enterprise (UDBE) goal of 9% and Northeast Electric, LLC has provided a certification meeting that goal. KPG and WSDOT acknowledges that Northeast Electric, LLC is a qualified bidder and this is a responsive bid for the Traffic Signal Safety Improvement Project.

**Attachments:** Certified Bid Tabulation  
KPG Letter

## Bid Tabulation

[illegible]





August 29, 2017

City of Fircrest  
115 Ramsdell Street  
Fircrest, WA 98466-6999

Attn: Jerry Wakefield, P.E., Public Works Director

**RE:** Traffic Signal Safety Improvements

Dear Jerry,

As requested, KPG has completed the verification for Northeast Electric, LLC for the Traffic Signal Safety Improvements Project.

As part of our review, we contacted all five of their listed references. The references included contacts from local agencies, County officials, and WSDOT personnel. Four out of the five references were able to be contacted. All of the feedback we received was positive and included comments such as: "No issues", "Project was complete and successful" and "Good relationship".

We have checked the status of Northeast Electric, LLC on the Washington State Labor and Industries web page to confirm they are currently insured, bonded, and licensed. Additionally, no strikes or debarment records arose federally or statewide.

Northeast Electric, LLC completed the Underutilized Disadvantaged Business Enterprise Certification Form. The 9% UDBE Condition of Award Contract Goal, based on their bid of \$238,486.00, equals to \$21,463.74. The Contractor listed is Puget Sound Traffic Control, LLC who is being subcontracted for a total of \$22,000.00. This single subcontractor will satisfy the total dollar amount needed for UDBE participation. We have checked the status of Puget Sound Traffic Control on the Washington State Labor and Industries web page to confirm they are currently insured, bonded, and licensed. Additionally, no strikes or debarment records arose federally or statewide.

KPG Acknowledges that Northeast Electric, LLC is a qualified bidder and this is a responsive bid for the Traffic Signal Safety Improvements Project. We recommend the City of Fircrest award the project to Northeast Electric, LLC.

We have enclosed the contractor verification package and reference checks for your review.

Respectfully,

Aaron Knight, P.E.  
Project Manager  
KPG, Inc.

Cc: Project file

## FIRCREST CITY COUNCIL AGENDA SUMMARY

**COUNCIL MEETING DATE:** September 12, 2017

**SUBJECT:** Resolution authorizing an amendment to the professional services agreement for special legal services with the law firm of Morris Law, P.C.

**FROM:** Interim City Manager McDonald

Reviewed by:  City Manager  Finance Director  City Attorney

---

**RECOMMENDED MOTION:** I move to adopt Resolution No. \_\_\_\_\_ authorizing the City Manager to execute Amendment #11 to the professional services agreement with the law firm of Morris Law, P.C. for the purpose of extending the term of said agreement for special legal counsel services in land use matters and environmental law through December 31, 2018.

---

**PROPOSAL:** Council is requested to authorize the City Manager to execute a professional services agreement with Morris Law, P.C. to provide legal services as needed by the City in land use matters and environmental law.

**FISCAL IMPACT:** None, Attorney Morris's rate of \$275 per hour will remain the same for 2018.

**ADVANTAGE:** The City needs legal counsel with litigation, municipal law practice experience, knowledge and expertise in land use and environmental policy law. Attorney Morris has demonstrated extensive experience in representing local governments in land use matters throughout Washington State.

**DISADVANTAGES:** None.

**ALTERNATIVES:** Hire another attorney with equivalent experience.

**HISTORY:** In the course of land use decisions, special Legal Counsel has been utilized to represent the City. A considerable amount of legal experience in land use and environmental law is highly desirable in those occasions where special expertise is needed.

**Attachments:** Resolution  
Professional Services Agreement Amendment

**CITY OF FIRCREST  
RESOLUTION NO. 1491**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON AUTHORIZING THE CITY MANAGER TO EXECUTE AMENDMENT #11 TO THE PROFESSIONAL SERVICES AGREEMENT WITH THE LAW FIRM OF MORRIS LAW, P.C. FOR THE PURPOSE OF EXTENDING THE TERM OF SAID AGREEMENT FOR SPECIAL LEGAL COUNSEL SERVICES IN LAND USE MATTERS AND ENVIRONMENTAL LAW THROUGH DECEMBER 31, 2018.**

**WHEREAS**, the City Council finds that it is in the best interests of the City to retain special legal counsel with expertise in land use law to provide legal assistance in land use and environmental policy issues that could arise during land use proceedings and other land use issues; and

**WHEREAS**, the City contracted for professional services with the Law Office of Morris Law, P.C., to provide special legal counsel on land use matters; and

**WHEREAS**, Morris Law, P.C., has substantial experience and knowledge in the field of land use and environmental law; and

**WHEREAS**, the budgeted amount is included in the 2018 Legal Services department for special legal counsel; and

**WHEREAS**, the City of Fircrest desires to maintain these services for as long as necessary; and

**WHEREAS**, the contract was first approved in 2008 and the fee for services rendered has not increased from the hourly rate of \$275.00; Now, Therefore,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FIRCREST:**

**Section 1.** The City Manager is hereby authorized to amend the contract term with the Law Firm of Morris Law, P.C., for special legal counsel related to land use matters from January 1, 2018 through December 31, 2018.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON**, at a regular meeting thereof this 12<sup>th</sup> day of September 2017.

APPROVED

\_\_\_\_\_  
Matthew Jolibois, Mayor

ATTEST:

\_\_\_\_\_  
Jessica Nappi, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Michael B. Smith, City Attorney

**AMENDMENT #11  
TO THE CITY OF FIRCREST**

**PROFESSIONAL SERVICES AGREEMENT WITH THE LAW FIRM OF MORRIS  
LAW, P.C. FOR SPECIAL LEGAL COUNSEL SERVICES RELATING TO LAND USE  
MATTERS**

This amendment is hereby made and entered into this 12<sup>th</sup> day of September 2017 by and between the City of Fircrest, a political subdivision of the State of Washington, hereinafter referred to as the "City" and Morris Law, P.C.

**WITNESSETH:**

**1. Purpose**

The purpose of this amendment is to amend paragraphs 3 and 6 of the December 26, 2007 contract with Morris Law, P.C., for special legal counsel services, regarding the term of the agreement and payment for services. This amendment is limited as set forth herein. All of the remaining terms and conditions of the December 26, 2007 agreement shall remain in full force and effect. The amendments are as follows:

Pursuant to Section 3 of the Agreement the City hereby exercises its option to extend the term of the Agreement for one year to expire December 31, 2018.

Pursuant to Section 6 of the Agreement, Consultant shall receive remuneration for fees for services rendered in the sum of \$275.00 (TWO HUNDRED SEVENTY FIVE DOLLARS) per hour.

**IN WITNESS WHEREOF**, the parties to these presents have executed this contract in duplicate, each of which shall be deemed as originals, in the year and day first above mentioned.

**CITY OF FIRCREST**

**MORRIS LAW, P.C.**

By \_\_\_\_\_  
City Manager

By \_\_\_\_\_  
Carol Morris, President

Approved as to Form:

By \_\_\_\_\_  
City Attorney

## FIRCREST CITY COUNCIL AGENDA SUMMARY

**COUNCIL MEETING DATE:** September 12, 2017

**SUBJECT:** Resolution Authorizing the City Manager to execute an Agreement with the City of Puyallup

**FROM:** Police Chief Cheesman, Court Administrator Perry

Reviewed by:  City Manager  Finance Director  City Attorney

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**RECOMMENDED MOTION:** I move to adopt Resolution No. \_\_\_\_\_ authorizing the City Manager to execute an Agreement with the City of Puyallup for Jail Services.

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**PROPOSAL:** Council is being asked to adopt a resolution authorizing the City Manager to execute the attached Agreement with the City of Puyallup for Jail Services. This agreement will be in effect until terminated by either party. Each party agrees they must provide at least 90 calendar days' notice to terminate the agreement.

**FISCAL IMPACT:** Jail services are already budgeted under Criminal Justice. Under the new agreement, we will be paying a rate of \$95 a day. The Puyallup Jail will also offer an Administrative Booking Rate of \$50.00 for each inmate immediately booked and released from the jail. Bed Rate and Administrative Booking Rate will be increased at a rate of 100% of the Seattle-Tacoma-Bremerton CPI-U first half index for the year prior with the minimum 0% to a maximum of 2.25%. The rate increase will occur on January 1 of each year unless negotiated and agreed by the parties. For the past several years the City of Puyallup Police Department jail has charged \$65.00 a day and is now increasing their rates.

We house a majority of our inmates at the Pierce County Jail and we pay a daily rate of \$77.00 and a booking rate of \$52.60. Pierce County charges us \$176.00 for an Administrative Booking.

**ADVANTAGE:** This agreement states that except in emergencies that the Fircrest Police Department will be notified prior to the inmates transfer to a hospital. This will allow us the opportunity to release the defendant on our charges prior to incurring additional expenses.

**DISADVANTAGES:** In a rare instance where there is an extreme emergency where one of our inmates needed to be transported to the hospital prior to notifying us we could be responsible for the bill.

**HISTORY:** Historically we have used the Puyallup Jail on a limited basis. It is nice to have somewhere other than just Pierce County to book inmates when needed.

**Attachments:** Resolution

Agreement for the Provision of Jail Services with Pierce County

**CITY OF FIRCREST  
RESOLUTION NO. 1492**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
FIRCREST, WASHINGTON AUTHORIZING THE CITY MANAGER  
TO EXECUTE AN AGREEMENT FOR JAIL SERVICES WITH THE  
CITY OF PUYALLUP.**

**WHEREAS**, Fircrest wishes to designate the Puyallup Jail as a place of confinement for the incarceration of one or more inmates lawfully committed to its custody; and

**WHEREAS**, City of Fircrest wishes to continue contracting with the City of Puyallup for jail services; and

**WHEREAS**, the City of Fircrest will benefit from the use of the Puyallup City Jail; Now, Therefore,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FIRCREST:**

**Section 1.** The City Manager is hereby authorized and directed to execute an Agreement for Jail Services with the City of Puyallup.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF  
FIRCREST, WASHINGTON**, at a regular meeting thereof this 12<sup>th</sup> day of September 2017.

APPROVED

\_\_\_\_\_  
Matthew Jolibois, Mayor

ATTEST:

\_\_\_\_\_  
Jessica Nappi, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Michael B. Smith, City Attorney

**INTERAGENCY AGREEMENT BETWEEN THE CITY OF PUYALLUP,  
WASHINGTON AND CITY OF FIRCREST, WASHINGTON, FOR THE  
HOUSING OF INMATES IN THE PUYALLUP CITY JAIL**

This agreement is between the City of Puyallup, a municipal corporation of the State of Washington (hereinafter "Puyallup") and the City of Fircrest, a municipal corporation of the State of Washington (hereinafter "Fircrest").

**Recitals**

**WHEREAS**, RCW 39.34 and RCW 70.48, allows local governmental units to make the most efficient use of their powers by enabling them to cooperate and enter agreements with each other for providing jail services; and

**WHEREAS**, The City of Fircrest wishes to designate the Puyallup Jail as a place of confinement for inmates from the City of Fircrest; and

**WHEREAS**, in an effort to streamline administrative procedures and ensure that the daily rate of \$95.00 to house inmates at Puyallup's jail is consistent with the current operating costs, it is necessary to enter into an updated interagency agreement; and

**WHEREAS**, the governing bodies of each of the parties hereto have decided to enter into this Agreement as authorized by RCW 39.34, RCW 70.48 and other Washington law, as may be amended;

**NOW, THEREFORE**, in consideration of the above and foregoing recitals, the payments to be made, the mutual promises and covenants herein contained, and for other good and valuable considerations, the parties hereto agree as follows:

**Agreement**

1. **GOVERNING LAW**

The parties hereto agree that, except where expressly otherwise provided, the applicable laws and administrative rules and regulations of the State of Washington shall control. Any actions, suit, or judicial or administrative proceeding for the enforcement of this agreement shall be brought and tried in the Federal or Superior Court for the State of Washington in Pierce County.

2. **EFFECTIVE DATE**

This Agreement shall be effective when both parties have executed this agreement.

3. TERMINATION

(a) By either party. This Agreement may be terminated by written notice from either party to the other party delivered by regular mail to the contact person identified in §4, provided that termination shall become effective ninety (90) calendar days after receipt of such notice. Notice will be presumed received 3 working days after the notice is posted in the mail. Within said ninety (90) days, the City of Fircrest agrees to remove its inmates(s) from the Puyallup Jail.

(b) In the event of termination of this Agreement for any reason, the City of Fircrest shall compensate Puyallup for inmates housed by the Puyallup Jail after notice of termination until the City of Fircrest retakes its inmates in the same manner and at the same rates as if this Agreement had not been terminated and the provisions of this Agreement, including by way of illustration and not limitation, §24 Indemnity, shall remain in force until such time as all inmates from the City of Fircrest have been retaken.

4. MAI City of Fircrest LING ADDRESSES

All notices, reports, and correspondence to the respective parties of this Agreement shall be sent to the following:

City of Puyallup: Chief of Police  
Puyallup Police Department  
311 W Pioneer  
Puyallup, Washington 98371

Contact: Chief of Police  
Fircrest Police Department  
302 Regents Blvd.  
Fircrest, WA 98466

5. COMPENSATION

a) Bed Rate. In consideration of Puyallup's commitment to house City of Fircrest inmates, Fircrest shall pay Puyallup ninety-five dollars (\$95) per day for each inmate housed.

b) Administrative Booking Rate. Puyallup will authorize Fircrest Police Officers to transport misdemeanor level suspects to its jail for administrative booking. Administrative booking shall include booking suspects into the jail pursuant to Puyallup Jail policies and standard operating procedures and detaining those suspects until booking information, including fingerprints and photographs, are obtained. Following the booking process, suspects shall be transported by Fircrest Officers back to the City of Fircrest where they will be released. As compensation for the administrative booking services, the City of Fircrest shall pay Puyallup fifty dollars (\$50.00) for each administratively booked individual. Any other costs associated with the administrative booking process shall be the sole responsibility of the City of Puyallup.

c) Bed Rate and Administrative Booking Rate will be increased at a rate of 100% of the Seattle-Tacoma-Bremerton CPI-U first half index for the year prior with a minimum of 0% to a maximum of 2.25%. The rate increase will occur on January 1 of each year unless otherwise



negotiated and agreed by the parties. (For example, the 2017 Seattle-Tacoma-Bremerton CPI-U first half index will set the amount of the January 1, 2018 increase to Bed Rate and Administrative Booking Rate.) Note: the Seattle-Tacoma-Bremerton index will be discontinued in January 2018; the new index will be Seattle-Tacoma-Bellevue.

d) Billing and Payment. Puyallup agrees to provide the City of Fircrest with an itemized bill listing all names of inmates who are administratively booked or housed, the number of days housed (including date of booking and date of releases), and the dollar amount due for each. Puyallup agrees to provide said bill by the 30<sup>th</sup> of each following month. The City of Fircrest agrees to make payment to Puyallup within 30 days of receipt of such bill for the amount billed for the previous calendar month.

## 6. SERVICES PROVIDED

Puyallup agrees to provide jail services or administrative booking for gross misdemeanor/misdemeanor inmates for those offenses that have been committed by adults within Fircrest's jurisdiction.

## 7. Booking

Inmates shall be booked pursuant Puyallup's booking policies and procedures. Inmates transported by Fircrest Police Officers that are not acceptable at booking, will be the responsibility of the Fircrest Police Officer to transport back to the City of Fircrest.

Pursuant to RCW 70.48.130, and as part of the booking procedure, Puyallup shall obtain general information concerning the inmate's ability to pay for medical care, including insurance or other medical benefits or resources to which the inmate is entitled. The information is to be used for third party billing.

## 8. RESPONSIBILITY FOR OFFENDER'S CUSTODY

It shall be the responsibility of Puyallup to confine the inmate or inmates; to provide treatment, including the furnishing of subsistence and all necessary medical and hospital services and supplies; to provide for inmates' physical needs; to retain them in said custody; to supervise them; to maintain proper discipline and control; to make certain that they receive no special privileges and that the sentence and orders of the committing court in the State are faithfully executed; provided that nothing herein contained shall be construed to require Puyallup, or any of its agents, to provide treatment, facilities or programs for any inmates confined pursuant to this Agreement, which it does not provide for similar inmates not confined pursuant to this Agreement. Puyallup shall provide facilities for consultation and communication between inmates and their legal counsel. It shall also be the responsibility of Puyallup to calculate "good time" accrued in and subsequent release of the inmate in accordance with the Puyallup's standard practice and procedure. The City of Fircrest agrees to be bound by Puyallup's standard practice and procedures related to inmates housed in the Puyallup Jail.

9. RIGHT TO REFUSAL

To the greatest extent permitted by law, Puyallup shall have the right to refuse to accept Fircrest inmates or to return a Fircrest inmate to Fircrest if in the judgment of Puyallup, the inmate has a current illness or injury which may adversely affect the operations of the Puyallup Jail, has history of serious medical problems, presents a substantial risk of escape, or presents a substantial risk of injury to other persons or property or themselves. Further, Puyallup may refuse to accept an inmate if the jail is at or near capacity or if in the judgement of Puyallup that accepting an inmate may create a risk to the safety of persons or property.

10. RETAKE OF INMATES

Upon request from Puyallup, Fircrest shall, at its expense, retake any Fircrest inmate within twelve (12) hours after receipt of such request. In the event the confinement of any Fircrest inmate is terminated for any reason, Fircrest, shall, at its expense, retake such inmate from Puyallup.

11. COPY OF ARREST WARRANT OR CITATION AND BAIL SCHEDULE

Fircrest law enforcement officers placing Fircrest misdemeanants in the Puyallup Jail shall, in every instance, first furnish an arrest warrant, citation, court order, or judgment and sentence, to the Puyallup Jail upon booking of an inmate. Fircrest is also responsible for providing Puyallup Jail with a complete bail schedule no later than January 1 of each year.

12. NON-ASSIGNABILITY.

This Agreement may not be assigned by either party.

13. TRANSPORTATION

Fircrest inmates incarcerated in Puyallup pursuant to this Agreement shall be transported to Puyallup by and at the expense of Fircrest and shall be returned, if necessary, to Fircrest by Fircrest personnel and at Fircrest's expense. Puyallup is not responsible for transportation of Fircrest inmates under this Agreement and shall be reimbursed by the City of Fircrest for any actual expense incurred in transport of an inmate if, in fact, transportation of an inmate by Puyallup becomes necessary including if the transport was a result of a warrant, or medical appointment. Such transportation shall be calculated based upon the time required for transport at the correction officer over time rate of \$55.00 per hour.

14. RECORDS AND REPORTS

(a) The City of Fircrest shall forward to Puyallup before or at the time of delivery of each inmate a copy of all inmate records pertaining to the inmate's present incarceration at other correctional facilities. If additional information is requested regarding a particular inmate, the parties shall mutually cooperate to provide any additional information.

(b) Puyallup shall keep all necessary and pertinent records concerning such inmates

incarcerated in Puyallup Jail. During an inmate's confinement in Puyallup, The City of Fircrest shall upon request, be entitled to receive and be furnished with copies of any report or record associated with said inmates(s) incarceration, as may be permitted by law.

15. MEDICAL TREATMENT

(a) Fircrest Inmates shall receive medical, psychiatric and dental treatment when emergent and necessary to safeguard their health while housed in the Puyallup jail. Puyallup shall provide for routine minor medical services in the Puyallup jail. Examples of medical services which may be provided in the Puyallup jail but which are not routine, and for which the City of Fircrest shall be billed include, but are not necessarily limited to, HIV/AIDS treatment, chemotherapy, dialysis treatment, and hemophiliac treatment. The City of Fircrest shall be responsible for any and all medical, dental or mental health costs incurred by or on behalf of a Fircrest prisoner including but not limited to prescriptions, appliances, supplies, emergency transport associated with the delivery of any emergency and/or medical service provided to Fircrest inmates.

(b) An adequate record of all such services shall be kept by Puyallup in accordance with HIPAA regulations for the City of Fircrest's review at its request. Any medical or dental services of major consequence shall be reported to Fircrest as soon as time permits.

(c) Fircrest shall be responsible for any and all costs incurred by or on behalf of a Fircrest prisoner regarding hospitalization. If necessary, Fircrest shall reimburse Puyallup dollar for dollar any amount expended or cost incurred by Puyallup in providing the same; provided that, except in emergencies, Fircrest will be notified by contacting the Police Chief, or acting Chief, of the Fircrest Police Department by contacting them through SS 911 dispatch (253) 798-4722; prior to the inmate's transfer to a hospital and nothing herein shall preclude Fircrest from retaking the ill or injured inmate. In the event a Fircrest inmate is taken by emergency to a hospital, Puyallup shall notify Fircrest within eight (8) business hours (i.e. Monday through Friday 8 a.m. to 5 p.m., excluding state-observed holidays) of transport. Fircrest is responsible for providing security during any period of hospitalization.

16. DISCIPLINE

Puyallup shall have physical control over and power to exercise disciplinary authority over all inmates of the City of Fircrest. However, nothing contained herein shall be construed to authorize or permit the imposition of any type of discipline prohibited by the constitution and laws of the State of Washington or the constitution and laws of the United States.

17. STANDARD OF RELEASE

Fircrest shall adopt Administrative Order No. 2013-01 Puyallup Municipal Court Standards of Release.

18. VIDEO ARRAIGNMENT

Upon request, Puyallup will provide video arraignment services at the rate of \$55.00 per hours with a (4) four hour minimum charge.

19. REMOVAL FROM THE JAIL

An inmate from Fircrest legally confined in Puyallup shall not be removed from there by any person except:

- a) When requested by the Fircrest Police Department in writing authorizing such release; or
- b) Upon court order in those matters in which said court has jurisdiction over such inmate; or
- c) For appearance in the court in which a Fircrest inmate is charged; or
- d) In compliance with a Writ of Habeas Corpus; or
- e) If the prisoner has served his sentence, or the charge pending against said inmate has been dismissed, or bail or other recognizance has been posted as required by the courts; or
- f) For other scheduled court appearances, including those for which they are not being held, or
- g) Upon the execution of the Standards of Release Administrative Order No. 2013-01, or
- h) For medical care (see §15) and court ordered evaluations.

20. ESCAPES

In the event any Fircrest inmate shall escape from Puyallup's custody, Puyallup will use all reasonable means to recapture the inmate. The escape shall be reported immediately to Fircrest. Puyallup shall have the primary responsibility for and authority to direct the pursuit and retaking of the inmate or inmates within its own jurisdiction. Any cost in connection therewith shall be chargeable to and borne by Puyallup, however, Puyallup shall not be required to expend unreasonable amounts to pursue escaped inmates beyond its jurisdiction.

21. DEATH OF AN INMATE

a) In the event of the death of a Fircrest inmate, Puyallup shall notify the Pierce County Medical Examiner. Fircrest shall receive copies of any records made at or in connection with such notification, unless prohibited by law or court order. Reasonable copying costs for such copies shall be borne by Fircrest.

b) Puyallup shall immediately notify Fircrest of the death of a Fircrest inmate, furnish reasonable and necessary information as reasonably requested and follow reasonable instructions of Fircrest with regard to the disposition of the body. The body shall be released to the Medical Examiner. All expenses relative to any necessary preparation of the body and shipment charges shall be paid by Fircrest. The provisions of this paragraph shall govern only the relations between or among the parties hereto and shall not affect the responsibility or liability of any relative or other person for the disposition of the deceased or any expenses connected therewith.

22. DISPUTE BETWEEN FIRCREST AND PUYALLUP

Should a dispute arise as to the application, compensation, enforcement, or interpretation

of this Agreement between Fircrest and Puyallup, the parties shall first attempt to resolve such disputes through good faith and reasonable negotiations. However, if a dispute cannot be resolved through direct discussions, the parties agree to endeavor first to settle the dispute in an amicable manner by mediation administered by a mediator under JAMS Alternative Dispute Resolution service rules or policies before resorting to arbitration. The mediator may be selected by agreement of the parties or through JAMS. Following mediation, or upon mutual written agreement of the parties to waive mediation, any unresolved controversy or claim arising from or relating to this Agreement or breach thereof shall be settled through binding arbitration which shall be conducted under JAMS rules or policies. The arbitrator may be selected by agreement of the parties or through JAMS. All fees and expenses for mediation or arbitration shall be borne by the parties equally, however, each party shall bear the expense of its own counsel, experts, witnesses, and preparation and presentation of evidence.

## 23. INSURANCE

(a) Each party agrees to provide the other with evidence of insurance coverage, in the form of a certificate of insurance from a solvent insurance provider and/or a letter confirming coverage from a solvent insurance pool, which is sufficient to address the insurance and indemnification obligation set forth in the Agreement;

(b) Each party shall obtain and maintain coverage in minimum liability limits of five million dollars (\$5,000,000) per occurrence and five million dollars (\$5,000,000) in the aggregate for its liability exposures, including comprehensive general liability, errors and omissions, auto liability and police professional liability. The insurance policy shall provide coverage for those events that occur during the term of the policy, despite when the claim is made.

## 24. HOLD HARMLESS AND INDEMNIFICATION

a) Puyallup shall indemnify and hold harmless Fircrest and its officers, agents, officials, employees and volunteers from any and all claims, actions, suits, liability, loss, expenses, and damages, including reasonable attorney fees, of any nature whatsoever, by reason of or arising out of any act or omission of Puyallup, its officers, agents, officials, employees and volunteers, provided said claim does not arise out of or in any way result from any intentional, willful or negligent act or omission on the part of Fircrest or any officer, agent or employee thereof.

b) Fircrest shall indemnify and hold harmless Puyallup and its officers, agents, officials, employees and volunteers from any and all claims, actions, suits, liability, loss, expenses, and damages of any nature whatsoever, by reason of or arising out of any act or omission of Fircrest, its officers, agents, officials, employees and volunteers, in arresting, detaining, charging, or transporting persons before presentment to and acceptance by Puyallup Jail or thereafter while said person (i.e. inmate) are in the custody of Fircrest outside Puyallup Jail.

c) Puyallup and Fircrest hereby waive, as to each other only, their immunity from suit under industrial insurance, title 51 RCW. This waiver of immunity was mutually negotiated by the parties hereto.

d) The waivers in this section have been mutually negotiated by the parties and this entire section shall survive the expiration or termination of this Agreement.

25. INDEPENDENT CONTRACTOR

In providing services under this Agreement, Puyallup is an independent contractor and neither it, nor its officers, officials, agents or employees are employees of Fircrest for any purpose, including responsibility for any federal or state tax, industrial insurance, or Social Security liability. Neither shall the provision of services under this agreement give rise to any claim or career service or civil service rights, which may accrue to employees of Fircrest or Puyallup under any applicable law, rule or regulation.

26. PRISON RAPE ELIMINATION ACT

Puyallup acknowledges and is working toward compliance of the Prison Rape Elimination Act regarding custodial sexual misconduct.

27. CONCURRENT ORIGINALS

This Agreement may be executed in any number of counterparts, which counterparts shall collectively constitute the entire Agreement.

28. ENTIRE AGREEMENT

The written provisions and terms of this Agreement, together with any attachments, supersede all prior written and verbal agreements and/or statements by any representative of the parties, and those statements shall not be construed as forming a part of or altering in any manner this Agreement. Any prior written and/or oral agreement between the parties pertaining to jail services is terminated and superseded by this Agreement. This Agreement and any attachments contain the entire Agreement between the parties. Should any language in any attachment conflict with any language contained in this Agreement, the terms of this Agreement shall prevail.

29. SEVERABILITY

Should any provision of this Agreement be determined to be unenforceable by a court of law, such provision shall be severed from the remainder of the Agreement, and such action shall not affect the enforceability of the remaining provisions herein. IN WITNESS WHEREOF, the parties below have executed this Agreement, and by doing so, acknowledge that they have read this Agreement understand its terms, and enter this Agreement in a knowing, intelligent, and voluntary manner.

**CITY OF PUYALLUP:**

**CITY OF \_\_\_\_\_:**

\_\_\_\_\_  
By: Kevin Yamamoto

Its: City Manager

Date: \_\_\_\_\_

\_\_\_\_\_  
By:

Its:

Date: \_\_\_\_\_

**ATTEST:**

By: Mary Winter

Its: City Clerk

Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

By: Shawn Arthur

Its: Senior Asst. City Attorney

Date: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_



Leavitt Group Northwest | 2121 70th Ave West, #B | University Place, WA 98466 | Phone (253)565-3500 | Fax (253)565-7209 | [leavitt.com/northwest](http://leavitt.com/northwest)

August 29, 2017

CITY OF FIRCREST

AUG 30 2017

RECEIVED

Jessica Nappi  
City Clerk and Risk Manager  
City of Fircrest  
115 Ramsdell St  
Fircrest, WA 98466-6999

Jessica:

This letter is a follow-up to the discussion we had last week with Bill McDonald, Jeff Grover and you. I also have talked to Andy Piercy. Jeff and Andy report that approximately 7000 gallons of water is leaking out daily at the pool due to an unknown failure in the pool, lining, wells, or possibly piping. There is a concern that this leak could be undermining the stability of the soil that supports the pool. If this is the case there is a concern of a potential major sudden pool break which could cause serious injury and damage. Picture a sinkhole collapse.

Since none of us know what is going on underground I recommend the City consult with a soils engineer or swimming pool engineer to determine the cause of the leak, potential worst case scenario, and solution to repair the pool.

Thanks for bringing this to my attention.

Regards,



Daniel J. DeLorenzo, CIC