

**FIRCREST CITY COUNCIL
REGULAR MEETING AGENDA**

**TUESDAY, MARCH 28, 2017
7:00 P.M.**

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

1. **CALL TO ORDER BY PRESIDING OFFICER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **PRESIDING OFFICER'S REPORT**
 - A. Liquor License renewal – Fircrest Golf Club
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. Water, Sewer, Storm
 - B. Street, Facilities & Equipment
 - C. Public Safety, Court
 - D. Pierce County Regional Council
7. **CONSENT CALENDAR**
 - A. Approval of vouchers/payroll checks
 - B. Approval of minutes: March 14, 2017 Regular meeting
 - C. Setting a public hearing on April 11, 2017 at 7:15 pm to receive comments on amendments to Title 22 related to the sign code
8. **PUBLIC HEARING 7:15 P.M.**
9. **UNFINISHED BUSINESS**
10. **NEW BUSINESS**
 - A. Motion to confirm the City Manager's appointment of Joe Harrison to the Civil Service Commission – City Manager Rosenblatt
 - B. Resolution authorizing the City Manager to execute a Memorandum of Understanding with the Pierce County Sheriff's Department to accepting funding through the Stop Violence Against Women Grant – Police Chief Cheesman
11. **CITY MANAGER COMMENTS**
12. **DEPARTMENT HEAD COMMENTS**
13. **COUNCILMEMBER COMMENTS**
14. **EXECUTIVE SESSION**
15. **ADJOURNMENT**

COUNCIL MAY ADD AND TAKE ACTION ON OTHER ITEMS NOT LISTED ON AGENDA

FIRCREST CITY COUNCIL AGENDA SUMMARY

COUNCIL MEETING DATE: March 28, 2017

SUBJECT: Liquor License Renewal for Fircrest Golf Club

FROM: Rick Rosenblatt, City Manager

Reviewed by: _____City Manager _____Finance Director _____City Attorney

RECOMMENDED MOTION: I move to register no objections to the renewal of the liquor license for the Fircrest Golf Club.

PROPOSAL: Council is being asked to approve a motion to register no objections to the renewal of the liquor license for the Fircrest Golf Club. Their current liquor license expires June 30, 2017.

FISCAL IMPACT: None.

ADVANTAGES: Allows Council input on the license renewal.

DISADVANTAGES: None.

ALTERNATIVES: None that is feasible.

HISTORY: The Washington State Liquor Control Board sent notification of the liquor license renewal for the Fircrest Golf Club. This allows the City the opportunity to make comments and recommendations regarding approval or disapproval to the Board. Finance, Planning and Building and Police have expressed no concerns regarding renewing the license. Unless Council has objections the license will be renewed.

Attachment(s): Liquor License renewal documents from the Washington State Liquor Control Board
Staff Renewal forms



**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

March 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 WS-LCB.

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.

CITY OF FIRECREST

MAR 10 2017

RECEIVED

CITY OF FIRCREST

MAR 10 2017

RECEIVED

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 wslcb@liq.wa.gov.

Sincerely,

Rebecca Smith

Rebecca Smith, Director,
Licensing and Regulation Division

LIQ 864 07/10

CITY OF FIRCREST

MAR 10 2017

RECEIVED

C091080-2 WASHINGTON STATE LIQUOR AND CANNABIS BOARD DATE: 03/06/2017
LICENSED ESTABLISHMENTS IN INCORPORATED AREAS CITY OF FIRCREST
(BY ZIP CODE) FOR EXPIRATION DATE OF 20170630

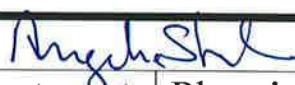
LICENSEE	BUSINESS NAME AND ADDRESS	LICENSE NUMBER	PRIVILEGES
1. FIRCREST GOLF CLUB	FIRCREST GOLF CLUB 1500 REGENTS BLVD FIRCREST	351116	PRIVATE CLUB - SPIRITS/BEER/WINE NON-CLUB EVENT
	WA 98466 0000		



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

Applicant Information

Liquor License Renewal

Applicant Name	Fircrest Golf Club
Establishment Name	Fircrest Golf Club
Address	1500 Regents Blvd
Comments	
<p>Zoned Golf Course. This is a permitted use. Planning/Building has no objection to the license renewal.</p>	
Director Signature	
Date	03/13/2017
Department	Planning/Building



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Applicant Information

Liquor License Renewal

Applicant Name	Fircrest Golf Club
Establishment Name	Fircrest Golf Club
Address	1500 Regents Blvd
Comments	
We have had no problems with the service or sale of alcohol at the Fircrest Golf Club.	
Director Signature	<i>John Chrusman</i>
Date	3/13/2017
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	Fircrest Golf Club		
Establishment Name	Fircrest Golf Club		
Address			
Comments			
No concerns per Finance			
Director Signature	<i>C. Concoran</i>		
Date	3/20/17	Department	Finance

CITY OF FIRCREST
REGULAR CITY COUNCIL MEETING MINUTES
TUESDAY, MARCH 14, 2017
7:00 P.M.

COUNCIL CHAMBERS
FIRCREST CITY HALL, 115 RAMSDELL STREET

CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL

Mayor Pro Tempore Hunter T. George called the regular meeting to order at 7:00 P.M. and led the Pledge of Allegiance. Councilmembers Blake Surina, Shannon Reynolds, Brett Wittner, Denny Waltier and Jason Medley were present. Mayor Matthew Jolibois was absent.

VOTE

COMMITTEE, COMMISSION AND LIAISON REPORTS

Parks & Recreation

Surina reported that attendance was up for the basketball and baseball tournaments and stated it appeared that Parks and Recreation Director Grover had found a donor to replace the big toy at Fircrest Park. He highlighted events going on in the parks, expressed some opinions for improvements, and concluded by providing an update on progress and discussions by the Community Center and Pool Advisory Committee.

George noted that he would provide information he had to Grover regarding National Grants for playgrounds

Environment, Planning and Building

Medley reported on meeting with Planning and Building Administrator Stahlnecker and they discussed agenda items from the March Planning Commission meeting. He noted that the Planning Commission is forwarding a recommendation to Council regarding amendments to the sign code and that a public hearing was held for preliminary site plan approval for a 34-unit condo development at property located at the north end of the Fircrest Golf Club.

Finance, IT

Reynolds stated that she and Finance Director Corcoran met and discussed the year-end reports that were in process. Reynolds reported that the reports were being checked and cross checked for accuracy before production.

Administration

Wittner stated he discussed with City Manager Rosenbladt the sign code amendments being recommended by the Planning Commission as well as the Fircrest Golf Club project. Wittner concluded by noting that the Cavalier had been replaced by a Ford Escape and it would be arriving shortly. Grover responded to Wittner's inquiry regarding the buses that Pierce County is surplus.

Public Safety, Court

George reported on meeting with Court Administrator Perry who updated him on changes she was making in the department regarding jury notification, cross training of staff and the retention of documents. He commented on her positive attitude and desire to go in a paperless direction.

CONSENT CALENDAR

Jolibois requested the City Clerk read the consent calendar as follows: approval of Voucher No. 209038 through Voucher No. 209111 in the amount of \$88,123.37; approval of Payroll Check No. 12561 through Payroll Check No. 12568 in the amount of \$95,508.80; approval of Payroll Check No. 12569 through Payroll Check No. 12578 in the amount of \$6,297.76; approval of Payroll Check No. 12579 through Payroll Check No. 12584 in the amount of \$87,875.70; approval of the February 21, 2017 Special City Council meeting; and approval of the February 28, 2017 Regular City Council meeting.

MOTION

Moved by Medley, seconded by Wittner, to approve the consent calendar as read. Upon vote, motion carried unanimously.

NEW BUSINESS

Resolution authorizing the City Manager to execute an agreement with Pierce County for the provision of jail services

Police Chief Cheesman stated that Council is being asked to adopt a resolution authorizing the City Manager to execute an agreement with Pierce County for the Provision of Jail Services. He noted that the agreement will be in effect for three years and extended for a one year period on each anniversary date. Cheesman highlighted the fiscal impacts and advantages to entering into the agreement and concluded by recommending adoption of the agreement.

Staff responded to Council inquiries.

RESOLUTION NO. 1475

Moved by Medley, seconded by Reynolds, to adopt Resolution No. 1475 authorizing the City Manager to execute an Agreement with Pierce County for the Provision of Jail Services.

George invited public comment. None was provided.

VOTE

Upon vote, motion carried unanimously.

CITY MANAGER COMMENTS

Rosenblatt reported that the surveys were continuing to trickle in. He noted there were no agenda items for Monday's upcoming study session.

MOTION

Moved by Surina, seconded by Waltier, to cancel the Monday, March 20, 2017 study session.

George invited public comment. None was provided.

VOTE

Upon vote, motion carried unanimously.

PRESIDING OFFICER'S REPORT

George recognized Liam Loughridge from Boy Scout Troop 10 who was present in Council Chambers.

DEPARTMENT HEAD COMMENTS

Cheesman reported the department was proceeding with the background investigation on the candidate to fill the vacancy that will be created when Officer Seeley retires on March 31, 2017. Cheesman noted that a retirement party is scheduled for Seeley on Wednesday, March 29, 2017 in the Senior Room at the Roy H. Murphy Community Center.

Responding to Waltier, Parks and Recreation Director Grover stated that he would continue once again attaching the P-1's to his weekly general update.

ADJOURNMENT

Moved by Reynolds, seconded by Medley, to adjourn the meeting at 7:39 P.M. Upon vote, motion carried unanimously.

Hunter T. George, Mayor Pro Tempore

Lisa Keely, City Clerk

FIRCREST CITY COUNCIL AGENDA SUMMARY

COUNCIL MEETING DATE: March 28, 2017

SUBJECT: Motion to appoint Joe Harrison to the Civil Service Commission

FROM: Rick Rosenblatt, City Manager

Reviewed by: _____ City Manager _____ Finance Director _____ City Attorney

RECOMMENDED MOTION: I move to confirm the City Manager's appointment of Joe Harrison to the Civil Service Commission effective April 1, 2017 with an expiration date of April 1, 2023.

PROPOSAL: Appointments to the Civil Service Commission are made by the City Manager subject to confirmation by the Council in accordance with FMC Chapter 2.56 and RCW 41.12.

FISCAL IMPACT: None.

ADVANTAGES: Joe Harrison provides continuity to the Civil Service Commission. Mr. Harrison has background and experience that benefits the Commission and the Police Department. He has served on the Commission since 1995.

DISADVANTAGES: None of significance.

ALTERNATIVES: Not confirm the appointment and solicit other interested parties.

HISTORY: Pursuant to FMC 2.56, the term of office of the Commissioners shall be for six years or until a successor is selected and qualified. Fircrest's Civil Service Commission was created in 1968 in accordance with State provisions. The purpose was to establish for Police Departments a system of personnel administration based on merit principles and governing the appointment, promotion, transfer, layoff, removal discipline and welfare of covered employees.

Commissioners serve six-year terms without compensation, must be a U.S. citizen, a resident of the City for at least three years immediately preceding appointment and an elector of Pierce County. Current Commissioners are Dominique Jinhong (term expires April 7, 2020) and Alex Koerger (term expires August 28, 2020).

FIRCREST CITY COUNCIL AGENDA SUMMARY

COUNCIL MEETING DATE: March 28, 2017

SUBJECT: Resolution executing a Memorandum of Understanding with the Pierce County Sheriff's Department to Accept Funding through the Stop Violence Against Women Grant

FROM: John Cheesman, Police Chief

Review by: _____ City Manager _____ Finance Director _____ City Attorney

RECOMMENDED MOTION: I move to adopt Resolution No. ____, authorizing the City Manager to execute a Memorandum of Understanding between the City of Fircrest and the Pierce County Sheriff's Department to accepting funding through the Stop Violence Against Women Grant.

PROPOSAL: Council is being asked to adopt a resolution authorizing the City Manager to execute a Memorandum of Understanding with the Pierce County Sheriff's Department that will allow the Fircrest Police Department to accept funding through the Stop Violence Against Women Grant. This grant money will allow the Police Department to train law enforcement officials to more effectively identify and respond to violent crimes against women.

FISCAL IMPACT: The grant will allow us to send an officer to a training conference on Crimes Against Women and the County will reimburse our City in an amount not to exceed \$3,000.

ADVANTAGE: The conference on Crimes Against Women provides best practices and training from the nation's leading experts. Individuals in the fields of law enforcement, prosecution, social work, advocacy, and medicine attend and provide insight on the latest techniques and cutting edge strategies applicable in their field. This will also be a good chance to form ongoing relationships with other law enforcement officials.

DISADVANTAGES: None noted.

HISTORY: The Pierce County Sheriff's Department is administering the FFY 2017 STOP Grant for the Pierce County Law Enforcement Community. The Office of Crime Victim Advocacy requires that one agency be responsible for the financial and reporting requirements of the grant including the application process. I have applied for and been approved to receive funding for this training.

Attachments: Resolution
Memorandum of Understanding

**CITY OF FIRCREST
RESOLUTION NO. 1476**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON AUTHORIZING THE CITY MANAGER
TO EXECUTE A MEMORANDUM OF UNDERSTANDING BETWEEN
THE CITY OF FIRCREST AND THE PIERCE COUNTY SHERIFF'S
DEPARTMENT ACCEPTING FUNDING THROUGH THE STOP
VIOLENCE AGAINST WOMEN GRANT**

WHEREAS, The Pierce County Sheriff's Department administers the Stop Violence Against Women Grant; and

WHEREAS, This grant period is January 1, 2017 through December 31, 2017; and

WHEREAS, The City of Fircrest is concerned about the safety of all its citizens; and

WHEREAS, By accepting grant funding, the Fircrest Police Department will train law enforcement officials to more effectively identify and respond to violent crimes against women; Now, Therefore,

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

Section 1. The City Manager is hereby authorized to execute a Memorandum of Understanding between the City of Fircrest and the Pierce County Sheriff's Department.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FIRCREST,
WASHINGTON** at a regular meeting thereof this 28th day of March 2017.

APPROVED:

Matthew Jolibois, Mayor

ATTEST:

Lisa Keely, City Clerk

APPROVED AS TO FORM:

Michael B. Smith, City Attorney

**Memorandum of Understanding Between
City of Fircrest
And
Pierce County Sheriff's Department**

WHEREAS: The Pierce County Sheriffs Department administers the Stop Violence Against Women Grant; and

WHEREAS: This grant period is January 1, 2017 through December 31, 2017; and

WHEREAS: This grant must be used for training that targets domestic violence or any violence against victims eleven years of age or older; and

WHEREAS: The grant requires that all Police Agencies within Pierce County be notified of its existence and that those departments who wish to participate in its disbursement be able to receive financial benefit;

NOW THEREFORE: Effective this 1ST day of January 2017.

1. Pierce County Sheriffs Department shall reimburse the City of Fircrest for pre-approved training of law enforcement officers in the investigation of domestic violence, sexual assault, dating violence, stalking, and other related crimes. Funding from this grant must be used to support the Grantee's STOP Violence Against Women Formula Grant Program and shall include but not be limited to:
 - Attend local and/or national training sessions
 - Training focusing on topics or issues that will increase effort to hold offenders accountable while enhancing law enforcement's response to adult or youth victims (ages 11 and older) of sexual assault, domestic violence, dating violence, or stalking;
 - Active collaboration with victim services and prosecution to ensure a supportive and strong coordinated response for victims of domestic violence; sexual assault, dating violence, and/or stalking; and
2. The reimbursement amount shall not exceed \$3000, per person, per approved training event.
3. The City of Fircrest shall invoice the County and provide the necessary paperwork to support reimbursement.
4. The County shall reimburse the City within 30 days of receipt of the reimbursement by the grantor.
5. The City of Fircrest shall agree to Single Audit Act Compliance: *If the Public Agency or Non-profit Agency is a sub recipient of a federal award as identified in this agreement, the Agency shall comply with the Office of Management and Budget (OMB) Circular A-133, Audits of States, Local Governments and Non-Profit Organizations.*
6. By Executing this Agreement, the Pierce County Sheriffs Department certifies that it is not debarred, suspended or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549 "Debarment and Suspension". PCSD certifies that it will not contract with a subcontractor that is debarred or suspended. The City of Fircrest certifies to the same.

End of agreement. Signature page to follow.

**PIERCE COUNTY
CONTRACT SIGNATURE PAGE**

Contract # _____

IN WITNESS WHEREOF, the parties have executed this Agreement this ____ day of _____, 2017.

CONTRACTOR:

Contractor Signature Date

Title of Signatory Authorized by Firm Bylaws

Name: _____

Address: _____

Mailing
Address: _____

Contact Name: _____

Phone: _____

Fax: _____

PIERCE COUNTY:

Approved As to Legal Form Only:

Prosecuting Attorney Date

Recommended:

Budget and Finance Date

Approved:

Department Director Date
(less than \$250,000)

County Executive (over \$250,000) Date