

**CITY OF FIRCREST
REGULAR CITY COUNCIL MEETING MINUTES**

**TUESDAY, MAY 24, 2016
7:00 P.M.**

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

CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL

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

PRESIDING OFFICER'S REPORT

Jolibois called attention to two letters he received – one from the president of The Tacoma Narrows Rotary Club and the executive director of the Tahoma Audubon Society and inquired about the status of a more formalized and formatted Park Adoption Form. Parks and Recreation Director Grover stated that he would provide a draft next week to Council.

Jolibois stated the Police Guild Negotiations were ongoing, two new police vehicles had arrived, and stated he would like to direct the City Manager to not surplus the 2009 police vehicles until the negotiations of the Police Guild have concluded. In response to Waltier's question about the rationale behind not surplus the vehicles, Jolibois stated the cars were due to be surplus this year, due to the budget, but he wanted to hold off until negotiations were concluded with the Guild. There was Council consensus to not surplus the 2009 police vehicles until the negotiations have concluded.

Jolibois concluded the Presiding Officer's Report with a story about a car incident involving Fircrest Police Officer Seeley who went to the aide of former resident and Mayor, Wally Cavanaugh, and his wife and assisted them with a flat tire. Jolibois stated that things like this speak well for the department and certain individuals appreciate the effort.

COMMITTEE, COMMISSION & LIAISON REPORTS

Water, Sewer, Storm

Wittner reported on speaking with Public Works Director Wakefield, noting that things are getting back to normal. Wittner concluded by stating that Wakefield would be taking him on a tour of the pump houses and they plan on discussing upcoming sewer needs.

Street, Facilities & Equipment

Reynolds stated she didn't have time to meet with Wakefield but reported on taking some MBA's to meet with some members of the crew and they learned about operations of water and sewer utilities. Reynolds reported the MBA's were very impressed with the information that was provided.

Public Safety, Court

Medley reported that the new police vehicles should be arriving soon, and that by July, both should be in service.

Pierce County Regional Council

Reynolds reported the PCRC met and discussed the process for transportation project selection, noting that 56 applications were received that took 40 hours of subcommittee review. Reynolds stated they will announce at the June meeting those projects being recommended for advancement for federal and other grant monies. Reynolds stated they were asked to complete a 2016 Healthy Communities Award and checklist sponsored by the Tacoma-Pierce County Health Department to promote healthy communities through planning practices and stated the deadline is May 27, 2016.

Finance, IT

George reported that the Finance Department completed the required Annual Financial Report for the fiscal year ended December 31, 2015 and that he reviewed the detailed checklist with Finance Director Corcoran. George further reported that the \$1.5 million bond purchased in April of 2015 was called. He noted the interest rate received was 1.62%, resulting in total interest earned of \$27,607.70. George stated the City could have chosen to invest the money in the state Local Government Investment Pool (LGIP) that would have earned 0.261%, or \$4,241.25 for the same period. George requested that the Investment Committee schedule a meeting to discuss another bond investment. George noted that pursuant to the Fircrest Municipal Code (FMC) 3.02.010, the Investment Committee is to be composed of four members – the Mayor, the Finance Director, and two Councilmembers appointed by the City Council. George noted that Waltier, per the FMC, was previously appointed and would continue serving. He noted that he was on the Committee but his term expired and asked, as Finance Liaison, to be appointed to serve again.

Responding to Jolibois, Corcoran stated the money from the called bond consisted of \$750,000 from General Fund Cumulative Reserves and \$750,000 of ERR Funds. She noted the interest received follows the fund from which it originated. Corcoran outlined previous bond purchases that mature in 2019 along with the funding sources:

\$2,500,000	\$2,250,000 from General Fund Cumulative Reserves \$250,000 from ERR
\$1,000,000	\$500,000 from General Fund Light Balance \$200,000 from General 44/th Alameda Fund Balance \$300,000 from Undesignated General Fund Balance

Corcoran recommended that the money from the called bond is reinvested in another bond. Jolibois noted that cash usage over the long-term future should be reviewed as well as the planned capital investments. Corcoran noted there was a process to use the Cumulative Reserves and further stated that a bond could be cashed in, but would include penalties. Jolibois requested that the Friday packet includes state allowed municipal investments and additionally, how Cumulative Reserves can be spent. Corcoran asked that the fourth member of the Committee is appointed tonight and that an Investment Committee meeting is scheduled for 1:00 P.M. on June 10th.

MOTION

Moved by Jolibois, seconded by Wittner, to appoint Councilmember George to the Investment Committee. Ayes: Surina, Reynolds, Wittner, Jolibois, George, Waltier and Medley. Noes: None. Motion carried.

CONSENT CALENDAR

Jolibois requested the City Clerk read the consent calendar as follows: approval of Voucher No. 207665 through Voucher No. 207716 in the amount of \$171,935.44; approval of Payroll Check No. 0 through Payroll Check No. 0 in the amount of \$467.69 (vacation pay-out adjust Tom Marzano); approval of Payroll Check No. 12154 through Payroll Check No. 12159 in the amount of \$101,027.57; approval of the May 10, 2016 Regular City Council meeting; approval of the May 12, 2016 Special City Council meeting; and approval of the May 16, 2016 Special City Council meeting.

MOTION

Moved by George, seconded by Medley, to approve the Consent Calendar as read. Ayes: Surina, Reynolds, Wittner, Jolibois, George, Waltier and Medley. Noes: None. Motion carried.

PUBLIC HEARING

To receive comments on the 2017 – 2022 Six Year Transportation Improvement Program

At 7:19 P.M. Jolibois opened the public hearing.

Wakefield stated the draft Six-Year Transportation Improvement Plan will become a guiding document of transportation improvements for the next six years and noted the focus was on projects that were eligible for grant funding. Wakefield stated that one comment was received during the comment period from the Department of Ecology. Wakefield noted that grant applications had already been made for funding of Items 2 and 3 of the program and outlined the remaining projects and funding opportunities that would be available for those.

Jolibois invited public comment. None was provided.

Discussion continued on the City of University Place's success with grant applications and perhaps partnering with them on future grant opportunities, the limited sight distance on 44th Street in the area of 62nd, possibly partnering with the County for grant opportunities in the area of unincorporated Pierce County at 62nd Street and 44th Streets, and the crosswalk in the area of Alameda and Electron Way.

At 7:32 P.M. Jolibois closed the public hearing.

NEW BUSINESS

Ordinance amending Fircrest Municipal Code Title 22 Land Development Regulations and adopting the "City of Fircrest Design Standards and Guidelines for Streetscape Elements" by reference

Principal Planner Boers stated the item initially was presented to Council on April 26, 2016 and was continued to May 10, 2016 to allow additional comment as well as allowing for the state agency review period to expire on May 9th. Boers stated that no comments were received from the state. Boers noted that between the April 26th and May 10th meetings, planning staff, public works staff and the administration met to review the Streetscape Design Standards and Guidelines in light of Council comment and reservations expressed about some of the language. Boers stated a handful of minor edits were drafted to clarify how the Design Guidelines would be applied and were presented in the May 10th draft. Boers stated the applicability of the Streetscape Design Standards and Guidelines are fairly limited due to the number of

new streets constructed within the city limits and further noted there aren't many streets in the City that would be subject to substantial modification, which is the threshold for applying the standards. Boers stated the guidelines will serve the City well to have something like this document in effect as future grant funding, in some cases, will be dependent on the City having Complete Street standards, which the Streetscape Design Standards and Guidelines essentially are. Boers concluded by recommending adoption of the ordinance.

ORDINANCE NO. 1575

Moved by Medley, seconded by George, to adopt Ordinance No. 1575 amending Fircrest Municipal Code Title 22 Land Development Regulations and adopting the “City of Fircrest Design Standards and Guidelines for Streetscape Elements” by reference.

Boers reported that the Kwanzan Cherry tree was added to the section of Street Trees to provide policy and guidelines to allow for the continuation of the planting plan on Regents. He further indicated that in terms of the other design elements of streets, to some extent those were addressed in previously adopted standards and guidelines, but existing topography is respected in terms of street design. Boers noted that the Streetscape Standards would apply to arterial and collector streets within Fircrest, in general terms, as well as local streets – recognizing that more often than not the streets would be retrofitting existing streets, and the City has the discretion to apply the standards.

Jolibois invited public comment. None was provided.

VOTE

Ayes: Surina, Reynolds, Wittner, Jolibois, George, Waltier and Medley. Noes: None. Motion carried.

Resolution authorizing the City Manager to execute a Banking Services Agreement with Columbia Bank to provide uninterrupted banking service to the City

Corcoran stated the agreement is a new contract with Columbia Bank and will be a continuation of banking services with them. She stated the contract is for three years, effective July 1, 2016, and includes an automatic renewal clause for consecutive one-year terms unless notice is received for non-renewal. Corcoran stated if a minimum balance of \$900,000 is maintained, Columbia Bank has agreed to waive the fees and service charges, noting those currently range between \$250 and \$300 per month.

RESOLUTION NO. 1428

Moved by Medley, seconded by Reynolds, to adopt Resolution No. 1428 authorizing the City Manager to execute a Banking Services Agreement with Columbia Bank to provide uninterrupted banking service to the City.

Corcoran stated information has been requested from Columbia Bank regarding credit card merchant service fees. Corcoran reported that the contract for the Time and Temperature sign expires in June and Columbia Bank doesn't seem to be interested in extending the contract with the current terms. Corcoran clarified that Columbia Bank will pay interest on the monthly balance equal to the amount paid by the LGIP.

Jolibois invited public comment. None was provided.

VOTE

Ayes: Surina, Reynolds, Wittner, Jolibois, George, Waltier and Medley. **Noes:** None. **Motion carried.**

DEPARTMENT HEAT COMMENTS

Planning and Building Administrator Stahlnecker stated that both she and Senior Planner Boers are working on completion of the 2016 Healthy Communities Award and checklist sponsored by the Tacoma-Pierce County Health Department referenced previously by Reynolds. Stahlnecker referred to the proposed annexation area on 62nd Street referenced previously as a possible opportunity for partnering with Pierce County and noted that preliminary conversations had begun with Pierce County regarding annexation of that area. Stahlnecker stated that information was preliminary at this point and is still being gathered prior to presentation to Council regarding the possible benefits to those residents of annexing to Fircrest.

Corcoran stated the Wellness Committee, as part of earnings towards the Well City Award, sponsored a virtual run and reached out to the police department. Corcoran stated that two officers and the police chief signed up for the run, and the City would reimburse them for the fees. Corcoran concluded by stating they are trying to increase awareness in Wellness and trying to get everyone in the City involved.

Grover provided an update to recent mechanical events that occurred at the pool and indicated that everything was up and running. He reported that the pool was rented out for a film production on Friday as well as a swim meet. Grover stated that seven people are returning to work at the pool this summer and nine would be new hires.

COUNCIL COMMENTS

Surina provided an update on events that occurred at the pool this morning when it was observed that the level of water in the pool was down drastically. Surina commended staff for immediately taking care of the situation and figuring out the problem. Grover gave an overview on the plan to figure out where a potential leak at the pool might be coming from and also noted that a meter has been installed to further track possible water loss. Surina concluded by noting he visited with the Community Liaison individual at Lowe's Hardware regarding their donation of wood to replace a backstop and indicated he would continue pursuing that. Medley suggested also reaching out to Gray Lumber to make a similar request, as some of the family lives in Fircrest.

Reynolds referred to information she read from a publication by the Centers for Disease Control and Prevention regarding safety violations and contamination of water found in pool water. Reynolds reported on wages paid to lifeguards at the City of Lynnwood and suggested a discussion is held during budgeting to increase the amount paid to Fircrest lifeguards. She stated she was affirmed at the PSRC to be the alternate of the PSRC Transportation Board and concluded by stating she has observed panhandling at the corner of Orchard and Emerson Street. In response to Reynolds, Sergeant Villamor stated if suspicious activity is observed, 911 should be called.

Wittner applauded staff for their quick actions in solving the problems at the pool this morning.

George suggested scheduling a Communications Committee for June 10th at 2:00 P.M. and noted that an RFP for a new website has been prepared for the committee's perusal. George stated he would provide Reynolds with a copy of the RFP due to her inability to attend the meeting on June 10th. Wittner stated he

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would be able to attend the meeting. George gave kudos to staff for their efforts solving the recent issues and problems that occurred at the pool and their ongoing efforts to keep such an old pool functioning.

Waltier thanked everyone for attending.

EXECUTIVE SESSION

At 8:06 P.M., Jolibois stated that Council would stay in recess and Executive Session, not to exceed the hour of 8:45 P.M., to discuss Item 14A – to discuss City Manager Performance Evaluation.


At 8:48 P.M. Jolibois reconvened the meeting.

ADJOURNMENT

Moved by Reynolds, seconded by Medley, to adjourn the meeting at 8:49 P.M. Ayes: Surina, Reynolds, Wittner, Jolibois, George, Waltier and Medley. Noes: None. Motion Carried.



Matthew Jolibois, Mayor



Lisa Keely, City Clerk