

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

**OCTOBER 3, 2016
6:00 P.M.**

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

CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL

Mayor Matthew Jolibois called the special meeting to order at 6:00 P.M. and led the pledge of allegiance. Councilmembers Blake Surina, Shannon Reynolds, Brett Wittner, Denny Waltier and Jason Medley were present. Councilmember Hunter T. George was absent. George arrived at 6:01 P.M.

2017 Preliminary Budget

Finance Director Corcoran provided a memo with answers to questions raised by Council at the last special meeting regarding the rate increases and the balances on the loans in water and sewer.

Corcoran provided an overview of the 2017 Preliminary Budget.

GENERAL FUND REVENUE

Corcoran outlined the General Fund Revenue and indicated that the estimated Designated Ending Fund Balance will be adjusted before printing the final documents.

Corcoran highlighted both increases, decreases and additions to the following budgets:

- Taxes
- Licenses & Permits
- Intergovernmental Revenue
- Charges for Goods & Services
- Total Fines & Forfeits
- Total Miscellaneous Revenue

Discussion ensued as follows:

- Why is there such a decrease to Telephone Tax (it has been decreasing steadily due to people eliminating their land lines)
- What is the Zoo Tax money spent on (the \$61,000 is dedicated to Parks and is included within the Parks budget but there isn't a specific line that notates Zoo Tax)
- The increase in the Non-Compete Charge/Electric is due to the Proposition that passed in the City of Tacoma, raising the utility tax from 6% to 7.5%. Per our agreement with Tacoma Power, the additional money received by Tacoma Power is passed through to Fircrest
- The-City County Assistance is in place instead of the backfill money that used to be received
- The state dispenses the Liquor Board Profits based on a per capita basis
- Consider doing an analysis on the numbers of people that participated in the City of University Place's recreational programs that might be coming to Fircrest
- There is \$500,000 in Cumulative Reserves that is not invested
- As money is spent down, there is less money to invest
- Part of having the reserves is for investment purposes and to be able to earn higher interest

Corcoran stated there is less money to invest once it is spent down and concluded by stating the Total Operating Revenue is estimated at \$4,912,497; and with the inclusion of the Beginning Fund Balance, the Total Resources is \$7,704,501.

GENERAL FUND EXPENDITURES

Corcoran highlighted expenditure increases, decreases and capital expenses for the following budgets:

- Legislative
- Court
- Jail
- Administration
- Finance
- Legal
- Other Employee Benefits
- Non-Departmental
- Personnel
- Facilities
- Information Systems
- Civil Service Commission
- Fire/EMS
- Building Inspections
- Planning/Growth Management
- Physical Environment
- Mental Health
- Library

Discussion continued as follows:

- Why such an increase in the Court personnel benefits (the medical premium is increasing 6% and the cost of living adjustment (COLA) is 2%)
- Why has the Jail budget doubled (the budgeted amount is \$30,000 but if the jail isn't used, that amount isn't paid out)
- Where is Town Topics budgeted (Non-Departmental)
- Where are the gym membership expenses (in each department's personnel line item)
- Did the 2016 Healthy Communities gold level award that Fircrest received from the Tacoma-Pierce County Health Department help in with the Well City Award from AWC (yes, it will help towards extra bonus points that can be earned)
- Does the plan to replace the Spring Street garage fit within the Park, Recreation and Open Space (PROS) Plan (the budgeted amount is a place holder at this time)
- Consider including \$30,000 in the budget to replace the Spring Street garage but freeze staff's ability to spend that until Council is apprised of the plan/design/location, etc.
- Is there a plan to enclose the Public Works garage (this was discussed during the budget process and Public Works does not want it enclosed)

- Why did the Salaries & Wages increase so much in Facilities (when the landscape maintenance contractor was hired, money was transferred from Salaries and Wages to the Contract line item for landscaping. Money is being returned to Salaries & Wages to fill the Landscape Maintenance Worker position)
- What has been done to provide back-up to Information Systems in the event of vacation and sick leave (the individual contacted at South Sound 911 hasn't been responsive to phone calls, so it might be best to pursue other avenues)
- Consider purchasing laptops for Council in an effort to move towards going paperless
- The Administrative Assistant/grant writer would be charged 50% to Administration, 25% to Building and 25% to Planning

EXECUTIVE SESSION

At 7:10 P.M., Jolibois reported that Council would take a five-minute recess and convene into Executive Session, not to exceed the hour of 7:30 P.M., to discuss Item 14A – Labor Negotiations. Jolibois stated the City Manager was invited to attend.

ADJOURNMENT

Moved by Reynolds, seconded by Wittner, to adjourn the meeting at 7:40 P.M. Ayes: Surina, Reynolds, Wittner, Jolibois, George, Waltier and Medley. Noes: None. Motion carried.


Matthew Jolibois, Mayor


Lisa Keely, City Clerk