

CITY OF FIRCREST
REGULAR CITY COUNCIL MEETING MINUTES

TUESDAY, OCTOBER 11, 2016 **COUNCIL CHAMBERS**
7:00 P.M. **FIRCREST CITY HALL, 115 RAMSDALL 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 recognized the attendance of former Councilmember and Mayor David Viafore.

Pierce County Prosecuting Attorney Mark Lindquist gave a presentation about elder abuse and neglect and efforts the County is doing to assist. Lindquist responded to Council inquiries.

Liquor License Renewal - Listening Juice Corporation (Sammy's Pizza Fircrest)

Jolibois stated that Council is being asked to approve a motion to register no objections to the liquor license renewal for Listening Juice Corporation (Sammy's Pizza Fircrest).

MOTION

Moved by Medley, seconded by George, to register no objections to the liquor license renewal for Listening Juice Corporation (Sammy's Pizza Fircrest).

Jolibois invited public comment. None was provided.

VOTE

Upon vote, motion carried unanimously.

Liquor License Renewal – Rollin 253

Moved by Medley, seconded by Waltier, to register no objections to the liquor license application for Rollin 253.

VOTE

Ayes: Reynolds, Wittner, Jolibois, George, Waltier and Medley. Noes: Surina. Motion carried.

City Manager Rosenbladt stated that there wouldn't be an update tonight from the Tacoma Fire Department.

PUBLIC HEARING

To receive comments on revenue sources for the 2017 Budget including property taxes

At 7:15 P.M. Jolibois opened the public hearing and invited public comment.

Finance Director Corcoran stated tonight is the opportunity for the public to give testimony on the 2017 Revenues included in the 2017 Preliminary Budget. Corcoran highlighted the following revenue totals:

General Fund Revenues, including Beginning Fund Balance (BFB), is \$7,704,501 and includes:

- Property tax increase of 1% + new construction
- New Storm Drain Utility tax of 6%
- Fee increases for swimming and recreation programs

Street Fund Revenues, including BFB, is \$2,574,694 and includes:

- \$1,559,815 of grant funds
- \$10,000 transfer from general Fund for Street Beautification
- \$194,036 transfer from General Fund for 12.5% of property tax collected
- \$60,000 transfer from General Fund for Street Light Maintenance
- \$337,255 transfer from REET Fund for Street Capital

Storm Fund Revenues, including BFB, is \$1,076,527 and includes:

- \$50,000 grant from the Department of Ecology
- Rate increase of \$2.10 per month

Water Fund Revenues, including BFB, is \$1,796,206 and includes:

- Rate decrease of the base rate of \$5/month with zero consumption
- Change in the tier structure to charge for all water consumed

Sewer Fund Revenues, including BFB, is \$3,839,076 and includes:

- Rate increase of \$12.80 per month and splits the rate structure between the sewage treatment costs paid to the City of Tacoma and the City of Fircrest rate

Relocation of BYSM Fund, including BFB, is \$1,375,103 and includes Transfer from the Sewer Fund to pay principal and interest on loans.

ERR Fund, including BFB, is \$1,820,537 and includes:

- Transfer in from General, Street, Storm, Water and Sewer for capital replacement
- Transfer in from General, Street, Storm, Water and Sewer for O&M reimbursement
- Investment and Rental Revenue

Police Investigative Fund, including BFB, is \$11,490

REET Fund, including BFB, is \$1,056,771

Cumulative Reserves Fund, including BFB, is \$3,530,763

- Any interest received goes to operating revenue in the corresponding fund.

Corcoran stated the total of all funds is \$24,785,668

The following individual provided comment: David Viafore, 1120 Paradise Parkway, Fircrest WA.

Jolibois closed the public hearing.

PUBLIC HEARING

To receive comments on the Preliminary 2017 Budget

At 7:22 P.M. Jolibois opened the public hearing.

Corcoran stated tonight is the opportunity for the public to give testimony on the 2017 Preliminary Budget expenditures. She noted the total budget for all funds, including Ending Fund Balance, is \$24,785,668. Corcoran highlighted the following budget inclusions:

- Expenditures in all funds includes a COLA for all employees
- An increase in the Casual and Seasonal hourly wage to match the City of Tacoma minimum wage
- Altering the part-time Administrative Assistant to a full-time position to accommodate grant writing duties
- Transfer of 12.5% of property taxes to the Street Fund
- Transfer of \$60,000 to Street Light Maintenance
- Transfer of \$10,000 to Street Beautification
- City of Tacoma EMS fire contract is increased by 2%
- Library reimbursement of \$56.00 charged by the City of Tacoma

Corcoran reported on the Ending Fund Balances for all funds, including capital expenditures.

Jolibois invited public comment.

The following individuals provided comment: David Viafore, 1120 Paradise Parkway, Fircrest; Jeff Davis, 104 Summit Avenue, Fircrest; Carlos Diaz, 5206 66th Avenue Court West, University Place; and Evan Lee, 514 Ramsdell Street, Fircrest.

At 7:47 P.M. Jolibois closed the public hearing.

CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

Pat Sollars, 600 San Juan Avenue, commented about the nuisance ordinance and other miscellaneous codes.

Rosenblatt updated Council on progress that has been made addressing Ms. Sollars' complaints.

COMMITTEE, COMMISSION & LIAISON REPORTS

Parks and Recreation

Surina provided an update about upcoming events that will be occurring at the Parks. He noted that the pool leak is repairable and will be completed soon. Surina reported on an upcoming meeting that is scheduled with a University of Washington urban planning professor to look at creating a Fircrest project for his graduate student(s) to assist in identifying what makes Fircrest unique.

Finance, IT

George provided an Investment Committee (IC) update, noting that the Committee authorized the purchase of a three-year, ten months \$1,000,000 bond with funds of \$300,000 from General Fund Undesignated

Fund Balance, \$500,000 from General Fund – Light and \$200,000 from General Fund 44th. He further reported that the IC also authorized the purchase of a three year, three months \$500,000 bond with funds of \$500,000 from the General Fund Cumulative Reserves. George described reasons behind investing in bonds and discussed why the IC decided to re-invest the \$500,000 from Cumulative Reserves. Jolibois outlined the reasons why he chose to excuse himself from the IC meeting. Surina expressed disappointment in not having been informed about the bond purchases prior to the IC making the investment decisions.

CONSENT CALENDAR

Jolibois requested the City Clerk read the consent calendar as follows: approval of Voucher No. 208325 through Voucher No. 208386 in the amount of \$69,910.95; approval of Payroll Check No. 12421 through Payroll Check No. 12429 in the amount of \$92,709.83; approval of Payroll Check No. 12430 through Payroll Check No. 12433 in the amount of \$6,399.35; approval of Payroll Check No. 12439 through Payroll Check No. 12439 in the amount of \$93,850.60; approval of the September 26, 2016 Special City Council meeting minutes; approval of the September 27, 2016 Regular City Council meeting minutes; approval of the October 3, 2016 Special City Council meeting minutes; setting a public hearing on October 25, 2016 to receive comments on amendments to Fircrest Municipal Code Title 20 regarding sanitary sewer charges; setting a public hearing on October 25, 2016 to receive comments on amendments to Fircrest Municipal Code Title 21 regarding water charges; setting a public hearing on October 25, 2016 to receive comments on amendments to Fircrest Municipal Code Title 20 regarding storm water charges; and setting a public hearing on October 25, 2016 to receive comments on amendments to Fircrest Municipal Code Title 5 regarding the addition of a storm water utility tax.

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 Interagency Agreement with the Washington Traffic Safety Commission for multijurisdictional DUI, distracted driving and seat belt patrols

Cheesman stated Council is being asked to adopt a resolution allowing the City Manager to execute an Interagency Agreement with the Washington Traffic Safety Commission allowing the City of Fircrest Police Department to assist in multi-jurisdictional DUI, distracted driving, and seat belt patrols. Cheesman reported that if approved, the department will be receiving a \$10,300 grant to participate in DUI patrols, \$1,400 for distracted driving patrols and \$900 to participate in seat belt enforcement, State Wide DUI Mobilization, \$4,000 to participate with the Target Zero Teams, and another \$2,000 Flex Funding to spend on task force emphasis patrols. Cheesman concluded by stating the grant money will be used to pay for the officer's overtime and benefits.

RESOLUTION NO. 1441

Moved by Reynolds, seconded by Medley, to adopt Resolution No. 1441 authorizing the City Manager to execute an Interagency Agreement with the Washington Traffic Safety Commission allowing the Fircrest Police Department to assist in multi-jurisdictional DUI, Distracted Driving and Seat Belt patrols.

Jolibois invited public comment. None were provided.

VOTE

Upon vote, motion carried unanimously.

Ordinance amending Fircrest Municipal Code Section 2.44.120 relating to vision and hearing care for full time employees

Rosenblatt stated if approved this will provide employees the possibility of purchasing vision and hearing care that is more in line with current costs, as the costs for vision and hearing care have escalated since 1990. If approved, starting in the year 2018, full-time employees will be able to purchase vision and hearing care totaling up to \$300.00 without negatively affecting the budget, as \$150.00 will continue to be budgeted each year for full-time employees for claims reimbursement plus a rollover amount of unused funds up to \$150.00. Rosenblatt concluded by recommending approval.

ORDINANCE NO. 1581

Moved by Reynolds, seconded by Wittner, to adopt Ordinance No. 1581 amending Section 12 of Ordinance No. 995 and FMC 2.44.120 relating to vision and hearing care for full time employees.

Jolibois invited public comment. None was provided.

VOTE

Upon vote, motion carried unanimously.

Ordinance amending the City of Fircrest Comprehensive Plan Capital Facilities Elements

Planning and Building Administrator stated that tonight's proposal would amend the City's Comprehensive Plan by updating the Capital Improvement Program of the Capital Facilities Element. She stated that Council held a public hearing on September 27, 2016 and there were no comments. Stahlnecker noted that the proposed amendments will update the Comprehensive Plan to ensure consistency with the Growth Management Act as amended, the Puget Sound Regional Council VISION 2040 growth strategy and multicounty planning policies, and the updated Pierce County Countywide Planning Policies. Stahlnecker concluded by noting that inclusion of projects in the 6-year Capital Improvement Program is a requirement for several Federal, State and Regional funding grants and loans.

ORDINANCE NO. 1582

Moved by Medley, seconded by George, to adopt Ordinance No. 1582 amending Ordinance 1569, Section 1 and FMC 23.04.020 amending the City of Fircrest Comprehensive Plan Capital Facilities Element.

Jolibois invited public comment. None was provided.

VOTE

Upon vote, motion carried unanimously.

Resolution authorizing the City Manager to execute a Professional Service Agreement with Sitecrafting Inc., for a new website for the City website

Corcoran stated that Council is being asked to authorize the City Manager to enter into a Professional Services Contract with SiteCrafting, Inc. for development and hosting of the City’s website. She stated by contracting with SiteCrafting, the City will have an improved website that meets all ADA requirements and is fully supported. Corcoran noted the fiscal impact is a total agreement amount of \$24,750 with an additional contingency amount of \$5,000 and a monthly hosting fee of \$99 plus sales tax. Corcoran concluded by stating that a budget adjustment would be necessary. Corcoran stated that an RFQ was advertised on June 22, 2016, two vendors responded, and after research and demonstrations, SiteCrafting, Inc. was determined to best meet the City’s needs.

RESOLUTION NO. 1442

Moved by George, seconded by George, to adopt Resolution No. 1442 authorizing the City Manager to execute a Professional Services Agreement with SiteCrafting, Inc. for development and hosting of the City’s website.

Jolibois invited public comment. None was provided.

VOTE

Upon vote, motion carried unanimously.

Resolution authorizing the City Manager to execute a Professional Service Agreement with PageFreezer Software, Inc., for services for daily archiving of the City’s website and social media accounts

Corcoran stated that Council is being asked to authorize the City Manager to enter into a Professional Services Contract with PageFreezer Software, Inc. for services for daily archiving of the City’s website and social media accounts. Corcoran stated the total agreement amount for the initial contract term of 36 months will result in a not-to-exceed budget of \$10,000 plus sales tax paid in three annual installments. She stated the contract is auto-renewed annually until cancellation with a potential cost increase not to exceed 10%. Corcoran reported that a budget adjustment would be needed if the Resolution is approved and would meet the City’s state law requirements for records retention. Corcoran concluded by stating that three vendors were contacted for information and after research and demonstrations, PageFreezer Software, Inc. was determined to best meet the City’s needs.

RESOLUTION NO. 1443

Moved by Medley, seconded by George, to adopt Resolution No. 1443 authorizing the City Manager to execute a Professional Services Agreement with PageFreezer Software, Inc. for services for daily archiving of the City’s website and social media accounts.

Jolibois invited public comment. None was provided.

VOTE

Upon vote, motion carried unanimously.

Motion to adjust budget

Corcoran stated that the budget adjustment is needed to reallocate \$33,150 from General Ending Fund Balance to the Information Services Department Web Design & Maintenance line for design, maintenance and archival of a new website and social media accounts.

MOTION

Moved by Medley, seconded by George, to authorize the Finance Director to reallocate \$33,150 from General Ending Fund Balance to the Information Services Department Web Design & Maintenance line for design, maintenance and archival of a new website and social media accounts.

Jolibois invited public comment. None was provided.

VOTE

Upon vote, motion carried unanimously.

Salary ordinance for 2017

Corcoran stated that Council is being asked to approve and adopt the salary ordinance for implementation January 1, 2017. She noted the ordinance includes a proposed Cost Of Living Adjustment (COLA) for non-represented employees of 2% based on the Consumer Price Index All Urban Consumers (CPI-W) for the year ending June 2016 which is 2%. Corcoran stated the ordinance highlights the minimum and maximum for all positions, as well as the Seasonal and Casual positions. Corcoran noted the minimum proposed for the Seasonal and Casual positions would match the City of Tacoma's minimum wage for 2017.

ORDINANCE NO. 1583

Moved by Reynolds, seconded by Wittner, to adopt Ordinance No. 1583 amending Section 1 of Ordinance No. 1564 and FMC 2.44.050 relating to salaries of non-union City employees and amending Section 1 of Ordinance No. 1567 and FMC 2.44.090 relating to hourly rate of pay for casual and seasonal employees.

Jolibois invited public comment. None was provided.

VOTE

Upon vote, motion carried unanimously.

Ordinance fixing the Ad Valorem Tax Levy for Fiscal Year 2017

Corcoran stated that Council is being asked to fix the annual ad valorem tax levy necessary for the fiscal year 2017. She stated the purpose of the levy is to allow the City to levy the necessary amount to fund 2017 City operations. Corcoran reported that the Total Assessed Valuation for Regular Levy is \$ 722,648,485; the Regular Levy @ approximately \$2.1306 per thousand shall yield \$1,552,290; the EMS Levy @ approximately \$0.4423 per thousand shall yield \$ 322,257 and totals are approximately \$2.5729 per thousand and shall yield \$ 1,874,547. Corcoran concluded by stating this proposal will provide necessary

funds for 2017 City operations, noting that annually, ad valorem taxes are fixed by Council through ordinance prior to the submission of the levy amounts to Pierce County to be certified.

ORDINANCE NO. 1584

Moved by Medley, seconded by George, to adopt Ordinance No. 1584 fixing the amount of the annual ad valorem tax levy necessary for the fiscal year 2017 and repealing Section 1 and 2 of Ordinance No. 1563.

Jolibois invited public comment. None was provided.

VOTE

Upon vote, motion carried unanimously.

Resolution establishing the amount and percentage increase of 2017 Regular Tax Levy over 2016 Regular Tax Levy

Corcoran stated that Council is being asked to adopt a resolution to establish the amount and percentage increase of the 2017 regular property tax levy over the 2016 regular property tax levy. She noted that the resolution will allow the City to levy property taxes to be collected in 2017. Corcoran concluded by stating that a public hearing was held on October 11, 2016 to consider revenue sources for the 2017 budget.

RESOLUTION NO. 1444

Moved by Medley, seconded by George, to adopt Resolution No. 1444 establishing the amount and percentage increase of the 2017 regular property tax levy over the 2016 regular property tax levy.

Jolibois invited public comment. None was provided.

VOTE

Upon vote, motion carried unanimously.

Resolution establishing the amount and percentage increase of 2017 EMS Tax Levy over 2016 EMS Tax Levy

Corcoran stated that Council is being asked to adopt a resolution to establish the amount and percentage increase of the 2017 EMS property tax levy over the 2016 EMS property tax levy. She indicated that the resolution will allow the City to levy EMS property taxes to be collected in 2017. Corcoran noted that a vote of the people held on August 5, 2014 authorized an EMS property tax levy rate of \$.50 per \$1,000 of assessed valuation for six consecutive years beginning in 2015. Corcoran reported that this is the third year of the levy.

RESOLUTION NO. 1445

Moved by Medley, seconded by Wittner, to adopt Resolution No. 1445 establishing the amount and percentage increase of the 2017 EMS property tax levy over the 2016 EMS property tax levy.

Jolibois invited public comment. None was provided.

VOTE

Upon vote, motion carried unanimously.

Motion authorizing the City Manager to sign the 2017 regular property tax and regular EMS levy certification forms

Corcoran stated that this authorizes the City Manager to sign the certification forms and stated that each taxing district is required to file certification with the County Assessor's Office by November 30.

MOTION

Moved by Medley, seconded by Wittner, to authorize the City Manager sign the 2017 regular property tax and regular EMS levy certification forms.

Jolibois invited public comment. None was provided.

VOTE

Upon vote, motion carried unanimously.

Ordinance amending FMC 2.44.070 reestablishing the Municipal Court Judge, Civil Service Chief Examiner and Information Services Manager pay

Corcoran stated that Council is being asked to adopt an ordinance that increases the Municipal Court Judge rate of pay from \$2,843 to \$2,900 per month, and increases the Civil Service Chief Examiner rate of pay from \$194 to \$198 per month and increases the Information Services Manager rate of pay from \$37.12 to \$37.86 per hour, effective January 1, 2017.

ORDINANCE NO. 1585

Moved by Medley, seconded by Wittner, to adopt Ordinance No. 1585 amending Section 1 of Ordinance No. 1565 and FMC 2.44.070 reestablishing the Municipal Court Judge monthly rate of pay, the Civil Service Chief Examiner rate of pay and the Information Services Manager rate of pay.

Jolibois invited public comment. None was provided.

VOTE

Upon vote, motion carried unanimously.

Resolution authorizing the City Manager to execute an agreement with BIAS Software to provide software support for BIAS software applications for the year 2017

Corcoran stated that Council is being asked to authorize entering into a professional services agreement with BIAS Software to provide software support for BIAS software applications for the year 2017. She stated that funds are included in the 2017 Budget for maintenance support at a cost of \$8,816.93 for the

year which is an increase of \$391.32 from the 2016 agreement. Corcoran stated that this agreement will allow for support services and updates necessary to operate the software applications and concluded by noting that BIAS Software was installed in 2011, implemented January 1, 2012 and a service agreement has been purchased each year since that time.

RESOLUTION NO. 1446

Moved by Medley, seconded by George, to adopt Resolution No. 1446 authorizing the City Manager to execute an agreement with BIAS Software to provide software support for BIAS software applications for the year 2017.

Jolibois invited public comment. None was provided.

VOTE

Upon vote, motion carried unanimously.

CITY MANAGER COMMENTS

Rosenblatt explained to Council why the liquor license application for Sammy's Pizza was approved in July 2016 and was on for action this evening as a renewal. Rosenblatt reported that the City won't receive notices anymore from the Liquor Control Board as they have turned it over to Business Licensing. He noted, however, that the City can object to licenses in the event of problems.

DEPARTMENT HEAD COMMENTS

Cheesman provided an update on police activities that had occurred recently and concluded by stating they produced a list of all streetlights that were out in the City to Public Works for handling.

COUNCIL COMMENTS

Surina thanked everyone for coming.

Reynolds requested that an ordinance regarding marijuana is placed on a future agenda and there was Council consensus that it be added to an upcoming agenda. Reynolds asked for additional information regarding the inclusion of a stormwater utility tax, noting she didn't fully understand why it was being added, and asked that dollar figures be included regarding the specific impact to residents.

Wittner thanked everyone for coming and asked to be excused from the October 17th study session.

George inquired about the Tacoma Community College (TCC) re-channelization that they proposed for South 19th, noting that the letter received from TCC indicated that approval from Fircrest was necessary for the addition of a curb. Public Works Director Wakefield reported that discussions he had with the City of Tacoma were that TCC had taken the traffic signal off the table, there were no new traffic mitigation measures being proposed, and no additional curbing or pylons being discussed. Wakefield concluded by noting that following these discussions about curbing and pylons with the City of Tacoma, TCC came forward and said they would be doing something different, but that is unknown. George asked that communication with TCC is kept open and expressed concern about the traffic patterns in the area. George asked that the regular meeting of November 8th is cancelled, due to it being election night, and requested that a special meeting is scheduled for November 7th to include the regular meeting agenda items. There

was Council consensus that staff brings forward a resolution canceling the regular meeting of November 8th and that a special meeting is scheduled for November 7th to consider the regular meeting agenda items.

Waltier thanked everyone for coming and thanked former Mayor David Viafore for attending and providing comment.

Medley thanked everyone for coming and for the citizen's comments about the budget.

EXECUTIVE SESSION

At 9:00 P.M., Jolibois reported that Council would take a five-minute recess and convene into Executive Session, not to exceed the hour of 9:40 P.M., to discuss Item 14A – Labor Negotiations. Jolibois stated the City Manager and Special Legal Counsel Bruce Schroeder were invited to attend.

At 9:45 P.M., City Manager Rosenblatt announced that Executive Session would be extended to 10:15 P.M.

ADJOURNMENT

Moved by George, seconded by Reynolds, to adjourn the meeting at 9:56 P.M. Ayes: Surina, Reynolds, Wittner, Jolibois, George, Waltier and Medley. Noes: None. Motion carried.



Matthew Jolibois, Mayor



Lisa Keely, City Clerk