

**CITY OF FIRCREST**  
**REGULAR CITY COUNCIL MEETING MINUTES**  
**TUESDAY, JULY 11, 2017** **COUNCIL CHAMBERS**  
**7:00 P.M.** **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 7:00 P.M. and led the Pledge of Allegiance. Councilmembers Blake Surina, Brett Wittner, Hunter T. George, Denny Waltier, and Jason Medley were present. Councilmember Shannon Reynolds was absent and excused.

**PRESIDING OFFICER'S REPORT**

Jolibois reported that the AWC Research indicates that the provisions of the HB 2186 and SB 5929 (Mainstreet Fairness: Internet Sales Tax) would generate approximately \$95,000 of sales tax collections for the City of Fircrest between 2018 and 2023. Jolibois recommended a co-study session with the City of University Place take place to discuss the Mildred Street development as well as a possible strategic partnership. Jolibois also recommended a co-study session take place with the Planning Commission.

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

Jolibois invited public comment. None was provided.

**COMMITTEE, COMMISSION AND LIAISON REPORTS**

**A. Parks & Recreation**

Surina reported that the Parks and Recreation Department completed the 2017 Pool and Community Center Survey and discussions will take soon to determine the best method to disseminate the results to the public, and stated that the survey results indicated a strong support for the City's parks and concern over needed maintenance. Surina expressed concern over the conditions of the Whittier Park tennis courts and the Whittier soccer field. In addition to developing maintenance and repair goals for City staff, Surina has met with the Parks and Recreation Director Grover to estimate the repair cost of the tennis court and Whittier field as well as a develop a coordinated maintenance plan with the Soccer Club. Based off a bid Grover received a few years ago, Grover estimated the cost to resurface the Whittier Park tennis court would be approximately \$20,000. Waltier recommended the tennis courts be closed until a risk assessment has been completed.

**B. Environment, Planning, Building**

Medley reported that he met with Planning and Building Administrator Stahlnecker to review the goal process and noted that he and Stahlnecker were consistent with goals. Medley noted that Administrative Assistant Maenhout is settling in well and is a benefit to the Department.

**C. Finance, IT**

As Reynolds was absent, no report was provided.

**D. Administration**

Wittner reported that he met with the Interim City Manager to discuss the update to the Personnel Policies & Procedures Manual (last updated April 2000), a market survey to evaluate appropriate employee compensation, a staffing study, and strategic budget planning. Wittner noted that the department heads are now meeting regularly.

**CONSENT CALENDAR**

Jolibois requested the City Clerk read the consent calendar as follows: approval of Voucher No. 209630 through Voucher No. 209701 in the amount of \$51,110.72; approval of Payroll Check No. 12716 through Payroll Check No. 12719 in the amount of \$6,190.11; approval of Payroll Check No. 12720 through Payroll Check No. 12725 in the amount of \$78,998.05; approval of Payroll Check No. 12726 through Payroll Check No. 12757 in the amount of \$105,000.95; and approval of the June 27, 2017 regular meeting minutes. **George Moved to approve the consent calendar as read; seconded by Medley. The Motion Carried Unanimously.**

**PUBLIC HEARING**

No public hearing was scheduled.

**UNFINISHED BUSINESS**

There was no unfinished business.

**NEW BUSINESS**

**A. Resolution No. 1485 authorizing the City Manager to execute 2017 Fun Day agreements**

Grover briefed the Council on the background and performer agreement for the Fun Days community event, and presented for approval Resolution No. 1485, which would authorize the City Manager to execute agreements with vendors and entertainers for 2017 Fun Days not to exceed \$10,200. Jolibois invited public comment. None was provided. **Medley Moved to approve Resolution 1485 as written; seconded by Waltier. The Motion Carried Unanimously.**

**CITY MANAGER COMMENTS**

Interim City Manager David Johnston noted that Councilmember Reynolds had requested an excused absence from the Council meeting due to a medical issue. Johnston encouraged all Councilmembers to liaise with their departments soon so that the Council can schedule a retreat and review the 2018 budget process at their July 17<sup>th</sup> Study Session. Johnston requested consensus from the Council to add these items and the take-home police vehicles on the Study Session agenda; the council gave consensus. Johnston concluded that with the increased presence of police and public works and residents utilizing the parks, the summer season is the City's busy season. Johnston noted that he hoped the Council and residents see that this is their public investment at work and that this conversation needs to take place more often so that the public understands that they are allowing City staff to serve them. Johnston requested that, to complement staff efforts, Councilmembers use their position as ambassadors to the community to convey these kind of comments publicly to help build the public trust.

**DEPARTMENT HEAD COMMENTS**

**Parks & Recreation:** Grover reported that the Parks and Recreation Department is addressing the irrigation issues at Whittier field and valves repairs at Fircrest Park.

**Police Department:** Police Chief Cheesman complimented the efforts of the Parks and Recreation Department July 9<sup>th</sup> Annual Fircrest Picnic & Rod Run. Cheesman noted that the police department welcomed a new part time Community Service Officer, Marcia Riler. Cheesman submitted a

photograph of vandalism (graffiti) behind the business buildings on the 600 block of Regents Boulevard for public record. Cheesman reported that the business owner painted over the graffiti immediately. Cheesman noted that his department is coordinating with the Senior Maintenance Supervisor with the installation of the bullet proof safety glass the Council approved last year. Public Works: Public Works Director Wakefield reported that the City has received a letter from the Health Department notifying the City has met the terms of their compliance agreement regarding the disinfectant in the water system and City's sanitary sewer. Wakefield reported that the last fluoride injection pump obtained from the NACCHO grant will be installed within a week.

**COUNCILMEMBER COMMENTS**

Councilmembers welcomed the new City Clerk, Jessica Nappi, to the City of Fircrest, and commented in favor of the City Manager's recommendation to a strategic budget that looks beyond a single fiscal year. There was a brief discussion by Medley and George regarding the presentation of the City Manager's recommended budget. Surina recommended that the pool leak and securing the funds to repair the pool should be addressed as soon as possible. Waltier recommended the Council should discuss bonds as a source of budget funds for maintenance and repair and should consider including the cost of seeking voter approval via the ballot in the City budget. There was a brief discussion on whether previous year surplus funds could be used for emergency maintenance and repairs, and if any associated budget amendments or spending plans adjustments should be considered.

Jolibois asked when the mid-year financial report would be released and Finance Director Corcoran indicated that staff anticipates bringing forth the mid-year financial report and mid-year budget amendment towards the end of July.

George notified the Council that he will be on vacation on the day of the July 17<sup>th</sup> Study Session and requested his absence to be excused.

**EXECUTIVE SESSION**

Jolibois stated Council would convene into Executive Session at 7:45 P.M., not to exceed the hour of 8:00 P.M., for a discussion with the City Attorney and the legal counsel representing the agency litigation, Thomas P. Miller. The Council reconvened into regular session at 8:05 P.M.

**ADJOURNMENT**

**George Moved to adjourn the meeting at 8:05 P.M, seconded by Wittner. The Motion Carried Unanimously.**

  
Matthew Jolibois, Mayor

  
Jessica Nappi, City Clerk