

CITY OF FIRCREST
CITY COUNCIL REGULAR MEETING MINUTES
TUESDAY, SEPTEMBER 12, 2017 **COUNCIL CHAMBERS**
7:00 P.M. **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

None was provided.

CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

Jolibois invited public comment. The following individuals provided comments:

- Gilberto Rivera, 1214 Mar Vista Drive, commented on the zoning code limitations that prohibit him from having to a three-vehicle garage.
- Yolonda Brooks, 6448 19th Street W., inquired on the status of the community garden concept at the Fox property and commented on the safety and trash at the WSDOT property on Orchard Street W. and S. 19th Street across the City of Fircrest city line.

COMMITTEE, COMMISSION AND LIAISON REPORTS

A. Parks & Recreation

Surina reported that the pool closed for the 2017 season starting September 5th and that staff has initiated winterizing the pool for the off-season, and commented that the water levels are beginning to equalize. He noted that staff has begun investigating the cause of the leak and to determine if it's a risk factor. He stated that Shannon Zook from Optimum Physical Therapy would present to the Council in October on July 28th Fircrest Golf Tournament fundraiser. Surina stated that staff has received additional quotes on the resurfacing of the tennis courts and commented on the status of the pool and community center draft RFP.

B. Environment, Planning, Building

Medley stated that he would defer to Planning and Building Administrator Stahlnecker for any updates.

C. Finance, IT

Reynolds reported no new updates.

D. Administration

Wittner reported no new updates.

E. Pierce County Regional Council

Reynolds requested to add this item and stated as she would not be able to attend the September 21, 2017 meeting, she requested another councilmember attend in her place. Waltier stated that he would review the Pierce County Regional Council meeting agenda and attend if representation from the City of Fircrest is necessary.

CONSENT CALENDAR

Jolibois requested the City Clerk read the consent calendar as follows: approval of Voucher No. 209944 through Voucher No. 210034 in the amount of \$151,269.72; approval of Payroll Check No. 12872 through Payroll Check No. 12875 in the amount of \$6,691.60; approval of Payroll Check No. 12876 through Payroll Check No. 12881 in the amount of \$87,464.10; approval of Payroll Check No. 12882 through Payroll Check No. 12910 in the amount of \$99,667.86; approval of the August 21, 2017 special meeting minutes; approval of the August 22, 2017 regular meeting minutes; approval of setting a public hearing on October 10, 2017 to receive comments on amendments to Fircrest Municipal Code Title 22, regarding short-term rentals, home occupations, and outdoor storage of vehicles; approval of setting a public hearing on October 10, 2017 to receive comments on the potential annexation of the 62nd Avenue West and 44th Street West Potential Annexation Area; and approval of setting public hearings on October 10 and 24, 2017 to receive comments on amendments to Fircrest Comprehensive Plan and Pre-annexation Designations. **George Moved to approve the consent calendar as read; seconded by Reynolds. The Motion Carried Unanimously.**

PUBLIC HEARING

No public hearing was scheduled.

UNFINISHED BUSINESS

A. Adopt Ordinance: 2017 Budget Amendments 2nd Reading

Interim City Manager McDonald briefed the Council on the second reading of Ordinance 1599, which would authorize expenditures of funds not foreseen at the time of filing of the 2017 Preliminary Budget and not provided for in the Adopted 2017 Budget. McDonald stated that the significant items in the 2017 Budget Amendments include the \$35,000 for the repairs to the tennis courts and \$90,000 for the purchase of two new police vehicles to add to the fleet. McDonald stated that the advantage of the new police vehicles would be the upgrade to the fleet, resolved the issue of the take home vehicles, and surplus the 2009 police vehicles, while the disadvantage would be a hit on the fund balance. McDonald commented on the point of clarification that the two 2009 police vehicles are not unsafe or dangerous, but rather not as reliable as new vehicles and are serviceable. **Reynolds Moved to approve Ordinance 1599 as written; seconded by Wittner.** There was a brief discussion on the risk probability of the use of the 2009 vehicles. After a discussion on the breakdown of the Police Machinery and Equipment budget item of \$101,560 and retaining the Police Department HVAC repair sub-item, and how the purchase of two new police vehicles would impact on the 2018 budget, Jolibois invited public comment; Yolonda Brooks, 6448 19th Street W., commented on the 2009 police vehicles risk factor and questioned the necessity of the replacement of the vehicles. **Jolibois Moved to amend the motion to approve Ordinance 1599, excluding the \$90,000 for the purchase of two new police vehicles; seconded by Wittner. The Motion Carried Unanimously.**

NEW BUSINESS

A. Preliminary 2018 Budget

McDonald briefed the Council on the preliminary 2018 budget and presented an explanation of funds, projections of the General Fund revenues and expenditures, the operating costs by department, and major changes in the 2018 budget as well as the operating revenues and expenditures to the Street, Storm Drain, Water, and Sewer funds. McDonald commented that

the Water Fund reserves should be discussed further at a future time. McDonald concluded by briefing the Council on the upcoming budget preparation meeting schedule for department level presentations to the Council. Reynolds commented on the impact of the water rate structure to residents, and Jolibois commented on the capital improvements and summer water rates. Jolibois invited public comment; none was provided.

B. Community Center and Pool RFQ

McDonald briefed the Council on the Community Center and Pool Request for Qualifications (RFQ) discussion item. McDonald presented a draft RFQ for Council review, stating that the proposal would seek the services of a qualified architectural/engineering firm to manage a public involvement process that will review the options in the 2016 ARC Feasibility Study for the rebuild or renewal of the Roy H. Murphy Community Center and Pool. The final product will be a selection of a preferred option, a financial plan to fund the project, and sufficient information to fully inform the public and move forward with a RFP for construction. McDonald requested that any comments/questions to the RFQ be directed to him and/or the City Clerk. There was a brief discussion on the substructure, topography, and hydrology of the site as well as design percentage needed to move forward with a RFP. McDonald stated that staff will provide a general timeline of process and key decision points at the next regular Council meeting. Jolibois invited public comment; Mr. Rivera commented on the expenditures of a pool versus police vehicles.

C. Liquor License Renewal: Viafore’s Italian Delicatessen

McDonald briefed the Council on the request by the Washington State Liquor and Cannabis Control Board to register any objections to the liquor license renewal for Viafore’s Italian Delicatessen at 604 Regents Boulevard. McDonald indicated there were no problems regarding liquor sales at this place of business and that the Finance, Planning and Building, and Police departments expressed no objections regarding the renewing of this license. Jolibois invited public comment; none was provided. **Reynolds Moved to register no objections to the liquor license renewal for Viafore’s Italian Delicatessen; seconded by Waltier. The Motion Carried Unanimously.**

D. Liquor License Renewal: Orchard Market Group

McDonald briefed the Council on the request by the Washington State Liquor and Cannabis Control Board to register any objections to the liquor license renewal for Orchard Market Group LLC at 4040 Orchard Street W., Suite 118. McDonald indicated there were no problems regarding liquor sales at this place of business and that the Finance, Planning and Building, and Police departments expressed no objections regarding the renewing of this license. Jolibois invited public comment; none was provided. **Reynolds Moved to register no objections to the liquor license renewal for Orchard Market Group LLC; seconded by George. The Motion Carried Unanimously.**

E. Traffic Signal Safety Improvement Project

Public Works Director Wakefield briefed the Council on the traffic signal safety improvement project at the intersections of Emerson Street and Alameda Avenue and Regents Boulevard and Alameda Avenue, and stated that this project provides for improvements to the existing traffic signals, safety, and pedestrian crossings at these intersections and updates the City’s signal equipment. Out of the five bids that were received, Wakefield recommended the contract be awarded to Northeast Electric, LLC for a

total project cost of \$238,486.00. Wakefield added that the bidder is responsive and comes recommended to do the project and meets the Underutilized Disadvantaged Business Enterprise (UDBE) goal. Wakefield stated that this project is being funded 100% by the Highway Safety Improvement Program Federal-aid program since the City is able to obligate the funds by the October 1st deadline, and that the bid is well within the budget and grant amounts for this project. Wakefield stated minor delays at these intersection will be limited during the construction time and anticipates improvements will be completed by the year's end. Jolibois invited public comment; Yolonda Brooks, 6448 19th Street W., commented on the WSDOT DBE certification requirements. **Reynolds Moved to authorize the City Manager to award the contract for the Traffic Signal Safety Improvement Project to Northeast Electric, LLC for \$238,486.00 to prepare and execute the required contract documents, and to give the 'Notice to Proceed' to commence construction of the project; seconded by Medley. The Motion Carried Unanimously.**

F. Morris Law, P.C.

McDonald briefed the Council on the resolution that would authorize the City Manager to renew the professional services agreement for special legal services in land use and environmental law matters with the law firm of Morris Law, P.C. McDonald stated that the rate of \$275.00 will remain the same for 2018 and by authorizing an amendment to renew the agreement, the professional services agreement would be extended through December 31, 2018. Jolibois invited public comment; none was provided. **Medley Moved to approve Resolution No. 1491 as written; seconded by Reynolds. The Motion Carried Unanimously.**

G. City of Puyallup Jail Services

Police Chief Cheesman briefed the Council on the resolution that would authorize the City Manager to execute an agreement with the City of Puyallup for jail services. Cheesman stated that under this proposed agreement, the City of Fircrest would pay a rate of \$95 a day and the City of Puyallup would offer an administrative booking rate of \$50 for each inmate immediately booked and released from jail. Jolibois invited public comment; none was provided. **Reynolds Moved to approve Resolution No. 1492 as written; seconded by Waltier. The Motion Carried Unanimously.**

CITY MANAGER COMMENTS

- McDonald reported that Johnston Construction was hired to repair the Public Safety Building after damage caused by a car hitting the building on July 11, 2017. McDonald recommended the City directly issue a manual check to Johnston Construction for \$10,528.42 (the full amount of the invoice) while the City handles the settlement dispute with the insurance company. **Jolibois Moved to approve issuing a manual check to Johnston Construction in the amount of \$10,528.42; seconded by Reynolds. The Motion Carried Unanimously.**
- McDonald reported that staff is coordinating with its on-call engineer, KPG, to prepare a scope of work to investigate the pool and its current conditions and get together a proposal of how and what to fix on the pool to mitigate leaks and infiltration as well as address any potential related hazards.
- McDonald provided an update to Prothman's city manager recruitment efforts. McDonald stated that the application period closed on September 10th and that Prothman received 20 applications with a good range in age, gender, and in and out of state

applicants. McDonald noted that raising the salary made a difference, and stated he plans to interview 10 applicants. McDonald proposed to discuss qualifications of these applicants at the Council's September 18, 2017 special meeting in an executive session in order to select the finalists for final interviews. McDonald stated he anticipates having a public reception and final interviews during the first week of October 2017.

DEPARTMENT HEAD COMMENTS

- Public Works Director Wakefield reported that the water main improvements planned along Ramsdell from Contra Costa to Forrest Park Drive has been designed, and recommended the project be bid the first of next year so that better bids would be received and construction will be early spring of 2018. Wakefield stated that notices will be posted to notify affected residents of the updated schedule.
- Planning and Building Administrator Stahlnecker provided updates on the status of the condominium development proposed on the northern edge of the Fircrest Golf Club property along Regents Boulevard, stating that staff is awaiting a response from the developer on public works, planning, and landscaping documents, and is available to assist as need be. Jolibois inquired on whether a street view rendering of the project is available to determine the visual impact; Stahlnecker indicated there was not at this stage. Mr. Rivera inquired if the proposed project includes three-vehicle garages; Jolibois responded no. George inquired if the permit revenues were built into the Preliminary 2018 Budget; Stahlnecker stated that the building permit fees and planning permit fees were included. Stahlnecker anticipates several important items to be brought forth to the Pierce Council Regional this fall and can coordinate with Reynolds and Waltier to ensure representation from the City at those meetings that the City's attendance. Stahlnecker indicated that she and the Police Chief had visited a couple properties that were of concern of neighbors and distributed information to those home owners. Stahlnecker stated she was notified by a representative of the vacant home on Eldorado Avenue that a short sale process is being pursued to resolve the issue with the foreclosure. Lastly, Stahlnecker stated that although the City Council and Planning Commission joint meeting will not occur in 2017, a meeting is scheduled for February 2018, and she is planning on bring forth strategies to improve the communications and setting the work plan for the year to ensure a productive meeting. Reynolds expressed disappointed in not having a 2017 joint meeting.
- Police Chief Cheesman reported that he met with Donna Basil, Principal of Wainwright Intermediate School, and stated that even though there was an increased amount of traffic on the first day of school due to the extra 100 students, the increased traffic is not an everyday occurrence and traffic flow has stabilized. Cheesman reported on several programs the Police Department will do with the school. Cheesman reported that they've assembled a photo book to submit as part of the National Night Out campaign awards application.

COUNCILMEMBER COMMENTS

The Council thanked the public for their attendance. Additional comments included:

- Waltier commented on a disaster preparedness plan; McDonald and Cheesman commented on Pierce County's emergency management program, locality coordination, scheduled Community Emergency Response Team (CERT) Program classes, and continuity of operations. Cheesman stated that his department plans to develop a "Light"

plan for the City of Fircrest and the City also has an emergency management plan that has been accepted by the Governor's office, which will the City to apply for grants. Waltier inquired if staff could evaluate crosswalk related safety improvements in response to the incident at Elm Tree Lane near Whittier Elementary School and prepare recommendations. Waltier thanked Cheesman and Stahlnecker for their efforts.

- George thanked Cheesman for his efforts with the school district.
- Wittner advised drivers to take caution near crosswalks and schools, and stated that the Whittier/Wainwright PTA is selling emergency preparedness kits in case anyone was interested.
- Reynolds commented that staff is reviewing planning codes in batches, and stated that Representative Christine Kilduff is coordinating with staff to schedule a time to present at a future Council meeting. Reynolds stated that the issue of homelessness could be a topic of discussion for the joint University Place/Fircrest meeting and asked to have that meeting scheduled soon.
- Surina thanked the Chief for his school programs.

EXECUTIVE SESSION


There was none.

ADJOURNMENT

Jolibois Moved to adjourn the meeting at 8:51 P.M, seconded by Reynolds. The Motion Carried Unanimously.



Denny Waltier
Alternate Mayor Pro Tempore



Jessica Nappi
City Clerk