

CITY OF FIRCREST
REGULAR CITY COUNCIL MEETING MINUTES
TUESDAY, MAY 9, 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, Denny Waltier and Jason Medley were present. Councilmember Hunter T. George was absent. George arrived at 7:03 P.M.

PRESIDING OFFICER'S REPORT

Police Chief Cheesman introduced Kevin Gollinger, Fircrest's newly hired police officer, and highlighted his experiences and talents. Gollinger noted he is excited to be working for Fircrest and is looking forward to working with everyone.

Liquor License Application – Reddy 2 Go Food Store

Moved by Reynolds, seconded by Wittner, to register no objections to the liquor license application for the Reddy 2 Go Food Store.

Jolibois invited public comment. None was provided.

VOTE

Upon vote, motion carried unanimously.

CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

The following individuals provided public comment:

Kathy Owens, 545 Forrest Park Drive; and Maureen Duckworth, 1058 Monterey Lane.

COMMITTEE, COMMISSION AND LIAISON REPORTS

Parks & Recreation

Surina highlighted efforts of the Community Center and Pool Advisory Committee regarding the surveys that were returned. Surina reported on a conversation he had with a representative of the Friends of Seattle Olmstead Parks and stated that their website includes documentation about parks plans. Surina noted that the Community Center and Pool Advisory Committee has an interest in looking at design standards for future Parks buildings. Surina stated the owner of Optimum Physical Therapy in Fircrest had approached the Parks and Recreation Director about helping with a fund raising effort to raise money to replace the big toy in Fircrest Park. Surina concluded by reiterating what was included in the Parks and Recreation Director's general update.

Shannon Zook, owner of Optimum Physical Therapy, commented about his plans to raise funds during a golfing event on July 28th and contribute those funds to Fircrest to build a new play structure in Fircrest Parks and inquired if the City would be willing to match his contribution. He concluded by suggesting that the City also look for economic grants to bolster this kind of project and reported that he would like to make this an annual event.

Parks and Recreation Director Grover commented about the costs associated with replacing the play structure. He stated there are possible grants for these kinds of projects and he is working and researching grants with Administrative Assistant/Grant Writer Maenhout that might be available.

Environment, Planning, Building

Medley reported on meeting with Planning and Building Administrator Stahlnecker and stated that five houses are under construction. Medley commented that there is a pending vacancy on the Planning Commission and that no applications had been received to date. Jolibois reported he had received a letter from an interested candidate and stated he would contact him and request that he fill out the necessary paperwork. Stahlnecker, in response to George, provided an overview on the Chick-fil-a application that had been received. She further responded to Surina that the preliminary site plan had been approved for the project adjacent to the Fircrest Golf Club but final applications had not yet been submitted.

Finance, IT

Reynolds stated the state reports are being finished up and will be ready for signature soon. She noted the website is almost completed and a soft start is scheduled for Thursday of this week. Reynolds reported a designated signer will be required due to the departure of the City Manager and a Resolution, if necessary, would be needed at the next regular meeting.

Administration

Wittner reported on a conversation he had this morning with City Manager Rosenblatt wherein they discussed the transition from the current City Manager to the Interim City Manager and the process of hiring a permanent City Manager as well as the City Clerk position.

CONSENT CALENDAR

Jolibois requested the City Clerk read the consent calendar as follows: approval of Voucher No. 209312 through Voucher No. 209388 in the amount of \$73,625.48; approval of Payroll Check No. 12630 through Payroll Check No. 12633 in the amount of \$6,243.94; approval of Payroll Check No. 12634 through Payroll Check No. 12639 in the amount of \$93,250.25; approval of Payroll Check No. 12640 through Payroll Check No. 12645 in the amount of \$84,436.15; approval of the April 25, 2017 regular meeting minutes; and Setting a public hearing on May 23, 2017 at 7:15 pm to receive comments on the 2018 – 2023 Six Year Transportation Improvement Program.

MOTION

Moved by Reynolds, seconded by Medley, to approve the consent calendar as read. Upon vote, motion carried unanimously.

UNFINISHED BUSINESS

Ordinance authorizing emergency expenditure of funds for matters not foreseen at the time of filing the Preliminary Budget for 2017 and not provided for in the Annual Budget for 2017

Finance Director Corcoran noted that tonight is the second reading of the budget amendment and is on for adoption tonight. She stated the amendment will provide the budget to match the actual beginning fund and ending fund balances, will provide the revenue and expenses for rollover projects from 2016 which include the RCO Tot Lot project, the web design project, and the Alameda Lift Station project. Corcoran provided a detailed overview of the funds being added and concluded by stating this is on for action tonight.

ORDINANCE NO. 1597

Moved by Reynolds, seconded by George, to adopt Ordinance No. 1597 authorizing expenditures of funds for matters not foreseen at the time of filing of the 2017 Preliminary Budget and not provided for in the Adopted 2017 Budget.

Jolibois invited public comment. None was provided.

VOTE

Upon vote, motion carried unanimously.

NEW BUSINESS

Resolution adopting the 2016 Supplement to the Year 2000 Tacoma-Pierce County Solid Waste Plan

Rosenblatt stated tonight's supplement supersedes what was done in 2008 and a letter of concurrence or resolution adopting the plan is necessary to comply with state law which will relieve the City from the requirement to produce its own plan. Rosenblatt stated the Supplement contains revised goals, recommendations, and policies to further develop the vision for solid waste management contained in the Year 2000 Plan and has a new five-year implementation strategy. Rosenblatt concluded by recommending adoption of the supplement.

RESOLUTION NO. 1478

Moved by Reynolds, seconded by Surina, to adopt Resolution No. 1478 which adopts the 2016 Supplement to the Year 2000 Tacoma-Pierce County Solid Waste Plan.

Jolibois invited public comment. None was provided.

VOTE

Upon vote, motion carried unanimously.

Resolution designating Councilmember Shannon Reynolds as the voting delegate for the business meeting at the 2017 Association of Washington Cities (AWC) Annual Conference

Reynolds requested that the item is withdrawn as she is unable to attend the conference. Jolibois asked that the item is added to the agenda for the second regular Council meeting in May and asked that any Councilmember interested in attending should contact staff prior to that date.

Resolution authorizing the City Manager to execute an agreement with Columbia Bank to provide merchant card services

Corcoran stated the agreement would be associated with Columbia Bank Merchant Card Services and would allow the City to accept credit cards at the pool, Community Center and City Hall. She noted the current focus was at the pool so that the card reader would be in place at the time the pool opens for Memorial Day weekend. Corcoran stated the costs associated would include a one-time set up fee of \$50, terminal rental of \$25 per month, monthly access and PCI compliance of \$27 per month and transaction fees. She stated the terminal in the pool would require some additional wiring and the monthly charges for the pool would only be for the months the pool is open. Corcoran indicated that some of the credit transaction fees can be passed on to the customer but the debit transaction fees cannot be passed on. Corcoran indicated that staff is recommending that the credit transaction fees at the pool be absorbed by the City at a cost of approximately \$200 to \$300 for the pool season. Corcoran stated that the transactions fees for all other credit card transactions would be passed on to the customer and would include charges at the Community Center, and Planning and Building.

RESOLUTION NO. 1479

Moved by Reynolds, seconded by George, to adopt Resolution No. 1479 authorizing the City Manager to execute an agreement with Columbia Bank to provide merchant card services.

Staff responded to Council inquiries.

The following individuals provided comment: Bonnie Blair, 521 Monterey Lane; Kathy Owens, 545 Forrest Park Drive.

VOTE

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

CITY MANAGER COMMENTS

Rosenblatt noted there weren't any agenda items for the upcoming study session and Jolibois reported that he had discussed this with City Clerk Keely. Rosenblatt concluded by stating that perhaps someone associated with the Community Gardens could communicate with the Eaton Family to see if some of their property on Mildred Street could be used for a Community Garden.

DEPARTMENT HEAD COMMENTS

Corcoran reiterated that someone needs to be designated as a second signer on the City's accounts, contracts, grant progress billings, etc., prior to May 26, 2017, and needs to be outside of the Finance Department to keep internal controls in place. Corcoran reported that the City Hall pool car will be delivered tomorrow and will be prepared for usability. Corcoran stated the custodian is on medical leave and she will be looking for someone to fill in while he is out, noting there is money in the budget. Corcoran concluded by stating that Stahlnecker has done a lot of the work on the website and should be given credit for all her efforts.

Stahlnecker stated the website is scheduled to go live on Thursday morning. She reported the website is user friendly, clean, and credited all that had assisted with building the website.

COUNCILMEMBER COMMENTS

Medley expressed concern that there isn't much time left for a decision to be made for the Interim City Manager.

Waltier echoed Medley's comments and noted there also needs to be a plan in place for the permanent City Manager position. Waltier stated he was going out of town for ten days and would be returning on Saturday, May 20th. He further acknowledged he won't be available for the May 23rd regular meeting and suggested that a special meeting is scheduled for Monday, May 22nd.

George suggested that due to the immediate need for an Interim City Manager, resumes should be reviewed and applicants interviewed at next week's study session, followed by a special meeting on May 22nd with an action item added to that agenda for a decision to be made on the Interim City Manager. George recommended that a professional firm is hired to assist with finding a permanent City Manager. He reported that he reached out and asked Greg Prothman from Prothman Company to provide information about their services, what their services are, and what the associated costs would be to assist in finding a permanent City Manager. George suggested asking for draft agreements from both Prothman Company and Waldron Seattle. George concluded by stating he didn't want to rush through the Interim City Manager decision. George recommended that the hiring decision for Interim City Manager is placed on the May 15th study session agenda if Council chooses to act at that time and concluded by suggested that applicants for Interim City Manager are interviewed publicly, and at the upcoming study session.

Surina expressed surprise in hearing that there were three applicants for Interim City Manager. He reported on receiving a phone call from Denny Richards, an individual interested in the Interim City Manager position, and stated that in his opinion it is a no brainer that Denny Richards should become Fircrest's Interim City Manager, as he was Fircrest's City Manager in the 1990's and knows the City.

George reported that a current City employee had sent an email today, to Council, expressing an interest in the Interim City Manager position.

Reynolds inquired if anyone saw and/or solved the riddle that was in the General Update.

Surina offered condolences to Gary Mims due to the passing of his wife, Colleen.

EXECUTIVE SESSION

Jolibois stated that Council would take a five-minute recess and convene into Executive Session at the hour of 8:35 P.M. to review Interim City Manager candidates. Jolibois stated that it is anticipated that Council would take action at the conclusion of executive session.

Council reconvened at 8:55 P.M.

Jolibois stated that the three applicants would be invited to next Monday's study session for questions and answers and a discussion on the process of potentially hiring an agency to seek out the permanent City Manager position. Jolibois stated the agenda will be posted on Friday, to include an Executive Session, with a potential job offer for Interim City Manager.

MOTION

Moved by Waltier, seconded by George, to suspend the Council rules to allow Waltier to appear at the study session telephonically.

Reynolds stated she might be late to the meeting and inquired if she could also be allowed to conference into the meeting on her cell phone.

MOTION AMENDMENT

Moved by Jolibois, seconded by George, to suspend the Council rules to allow Reynolds and George to appear at the study session telephonically.

Jolibois invited public comment. None was provided.

VOTE ON AMENDED MOTION

Jolibois invited public comment. None was provided.

Upon vote, motion carried unanimously.

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ADJOURNMENT

Moved by Reynolds, seconded by Wittner, to adjourn the meeting at 8:59 P.M. Upon vote, motion carried unanimously.



Matthew Jolibois, Mayor



Lisa Keely, City Clerk