

**FIRCREST CITY COUNCIL
REGULAR MEETING AGENDA**

**TUESDAY, MARCH 27, 2018
7:00 P.M.**

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

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PRESIDING OFFICER'S REPORT**
 - A. Community Center and Pool Update
- 5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA**

(Please sign the **Public Attendance Roster/Public Hearing Sign-Up Sheet** if you wish to speak during the meeting.)
- 6. COMMITTEE, COMMISSION & LIAISON REPORTS**
 - A. Parks & Recreation
 - B. Pierce County Regional Council
 - C. Public Safety, Court
 - D. Street, Water, Sewer, and Storm Drain
- 7. CONSENT CALENDAR**
 - A. Approval of [vouchers](#)/payroll checks
 - B. Approval of minutes: [February 27, 2018 Regular Meeting](#)
[March 13, 2018 Regular Meeting](#)
- 8. PUBLIC HEARING 7:15 P.M.**
- 9. UNFINISHED BUSINESS**
- 10. NEW BUSINESS**
 - A. [Pierce County Transit Board Elections: Ballot Nomination](#)
 - B. [Drake Street Lift Station Project Contract Award](#)
 - C. [Resolution: Fircrest Pool, Community Center and Parks Steering Committee](#)
- 11. CITY MANAGER COMMENTS**
- 12. DEPARTMENT HEAD COMMENTS**
- 13. COUNCILMEMBER COMMENTS**
- 14. EXECUTIVE SESSION**
 - A. To discuss the performance of a public employee pursuant to RCW 42.30.110
- 15. ADJOURNMENT**

COUNCIL MAY ADD AND TAKE ACTION ON OTHER ITEMS NOT LISTED ON AGENDA



Pierce County Regional Council

MEETING AGENDA

March 15, 2018, 6:00 p.m.

Pierce County Annex, Public Meeting Room
2401 South 35th Street, Tacoma, WA

1. Call to Order
2. Pledge of Allegiance
3. Citizen Testimony
(limited to 3 minutes on March 15, 2018 agenda items only) none
4. Approval of Minutes Action Item
(January 18, 2018)
5. Legislative Update Discussion Item
Brynn Brady, Legislative Consultant
6. 2018 Transportation Application and Call for Projects Discussion/Action Item
Russ Blount, TCC Chair *→ motion to approve the application w/ an amendment to*
7. 2018 Regional Transportation Project Recommendation Discussion/Action Item
Russ Blount, TCC Chair *suspend the 10% set aside for transit for one cycle. Amendment to split motion into two-passes. Motion passes to*
8. Homelessness Presentation Discussion Item
Cynthia Stewart, League of Women Voters of Tacoma-Pierce County *open applications and motion passes to*
9. PSRC Committee Nominations/Appointments Discussion/Action Item
defer decision on
10. PCRC Operations Committee Report Discussion Item
set aside amt. until May.
11. PSRC Committee Reports Discussion Item
Need to discuss w Council asap.
12. Zoo/Trek Authority Review of Draft Bylaws Discussion Item
13. Announcements Discussion Item
→ Fircrest to possibly host
14. Adjourn / Continue *19 General Assembly; will report back*

New aquarium
slated to open in
July

The next regular PCRC meeting is April 19, 2018
Any questions regarding this Agenda, please contact
Milt Tremblay 253-350-6990 or Cindy Anderson 253-798-2630

South Sound
Alliance: an initiative
by UW Tacoma plan-
ners to collect data on
Pierce & South King
transportation trends.

PCRC Presentation – 3/15/18 Homelessness in Pierce County

Everyone's Talking About It; Let's Find Solutions

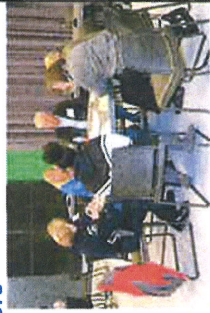
Cynthia Stewart, President
League of Women Voters of Tacoma-Pierce County
stewdahl@comcast.net



CoLab – October 25

40 Stakeholders

- County, city agencies
- Churches, shelter providers
- Law enforcement
- Realtors
- And more



Findings (no surprises here)



- Already at crisis levels, homelessness in Pierce County continues to increase.
- Many agencies, community organizations and volunteers work expertly to house and support the homeless, but the levels of overall coordination and resources needed to reverse the trends are not yet in place countywide.

800 new
bases in
Pierce Co.
every mo.

4 Recommendations

1. Declare an emergency and conduct a marketing/education campaign within the Pierce County community.
2. Establish a core group, a hub, responsible for homelessness countywide.
3. Provide support in the form of transit passes, access to hygiene and cell phones with expanded data service.
4. Create a super-village of housing plus support services and a system to graduate people from homelessness through a phased approach back to permanent housing.

→ need more affordable housing in the county

→ There is immediate need for housing units

point-in-time survey req'd once per yr by fed gov't. These figs. include persons asking for succs., which may include "invisible homeless" not counted in pot survey.

This could contribute to the observed discrepancies.

PIERCE COUNTY HOMELESS STRATEGY

RESULTS OF A COMMUNITY LABORATORY – OCTOBER 2017

KEY FINDINGS

- Already at crisis levels, driven by housing costs, **homelessness in Pierce County continues to increase.**
- Many agencies, community organizations, and volunteers work expertly house and support the homeless, but the levels of **overall coordination and resources needed to reverse the trends are not yet in place county-wide.**

CORE RECOMMENDATIONS

1. With the goal of mobilizing the whole county, **declare an emergency and conduct a public information and education campaign.** Invite (self-interested) private sector funding to support the campaign.
2. To increase the reach and effectiveness of the many existing homeless efforts, **create a multi-jurisdictional, multi-sector core group to continuously improve homeless response and prevention policies programs.** To facilitate county-wide effectiveness among the many agencies, organizations and jurisdictions, empower the group to:
 - Compile, analyze and disseminate all-source data on homeless needs, county-wide responses, and program effectiveness. Consider use of a third party to assure public trust.
 - Achieve the goal of “no wrong door” as fully as possible for all homeless, all agencies, all jurisdictions.
 - Explore preventive strategies for responding to the needs of those at-risk of near-term homelessness.
3. To speed the stabilization and improve the experience of the homeless seeking help, **provide increased direct support in the form of transit passes, access to hygiene, and cell phones with expanded data service.**
4. To become much more effective at resolving the more difficult, complex situations, **start immediately on a long-term strategy to create and fund a one-roof, all services center.** There is strong evidence that a super-village of housing with integrated support services can successfully and cost-effectively graduate people from homelessness through a phased approach back to permanent housing. Show the public the net gains from cost-effectively lowering homeless levels in the County.

THE OCTOBER COLAB:

Co-sponsored by the organizations shown below, the CoLab – a community laboratory – brought more than forty participants to Bates Technical College’s Mohler Campus October 20 & 21, 2017. Participants included service providers, educators, students, law enforcement, and individuals experiencing homelessness.

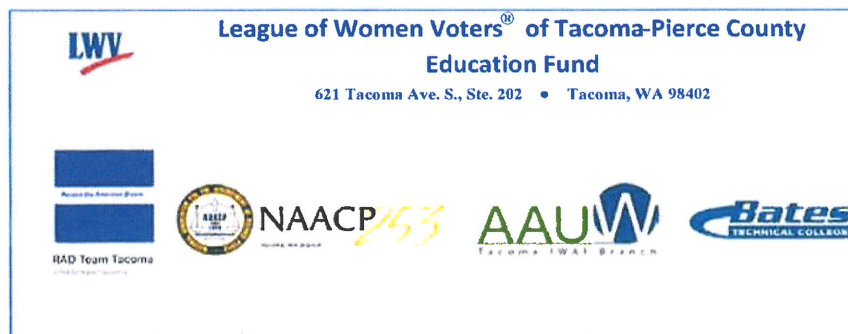
The two-day CoLab was preceded by an earlier workshop to map both the full range of homelessness and the array of homeless support programs. The CoLab concluded with a briefing to a number of local officials.

Facilitated by Larry Seaquist and a design team from the co-sponsoring organizations, the CoLab invited the participants to take the roles of the homeless, of homeless support groups, and of the many government and community stakeholders responding to our County’s homeless crisis. Participants reported strong satisfaction with the CoLab process, with the fresh, deep insights they developed into homelessness, and with the consensus of creative, practical ideas for action which emerged.

For more information, see the full summary at <http://tacomapiercelwv.org/Homelessness.html>.

NEXT STEPS:

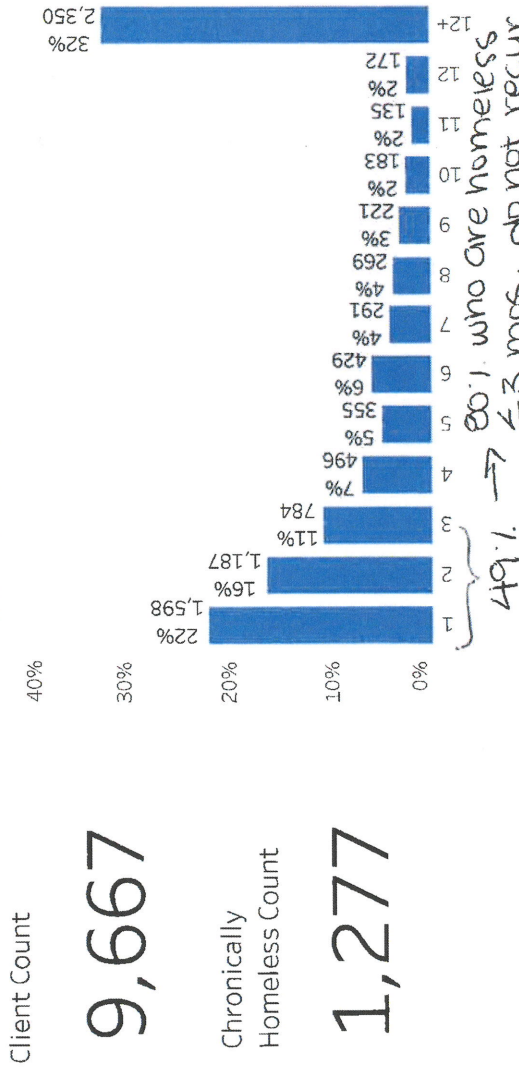
Following briefings to interested officials, the co-sponsors will schedule a “next steps” workshop.



Pierce County Self-Identified Demographic Data - 2017

Geographic Area
Pierce County

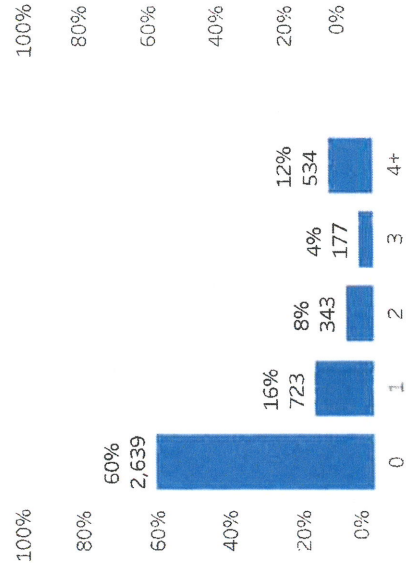
Months Homeless



Crisis Service Utilization in

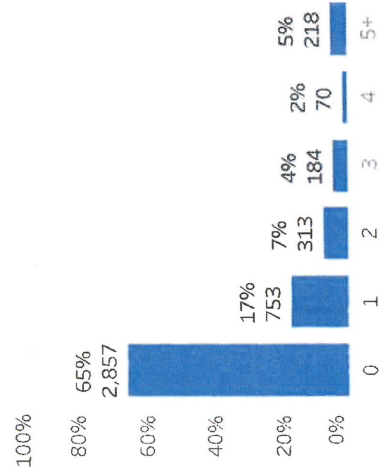
Past Year - Crisis Services include:

Mental health triage, Crisis bed, Suicide Prevention, Hospitalization

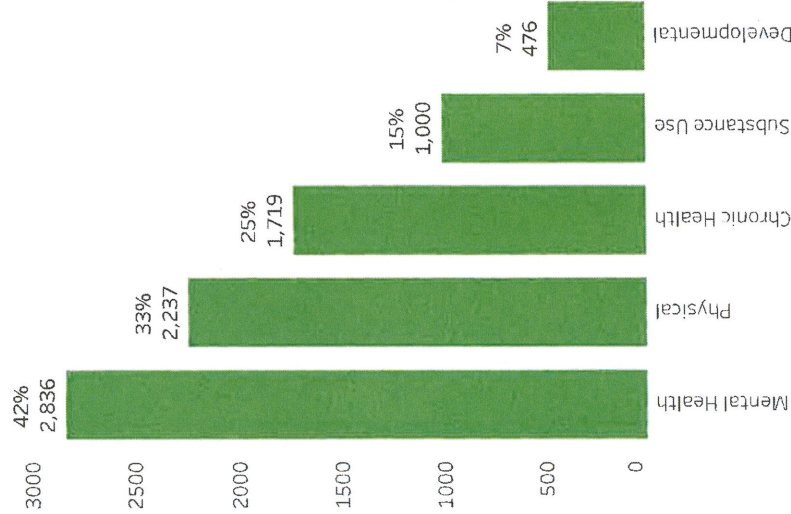


Police Pickups in Past 5 years

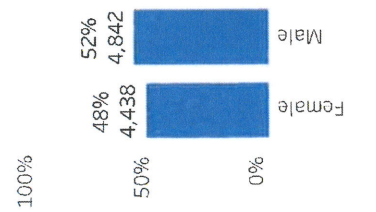
- more than an warning or citation.



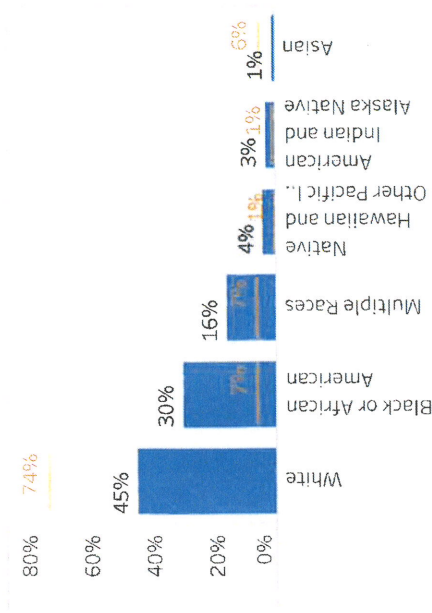
Disability Detail - Percent of adult clients self-identifying each disability.



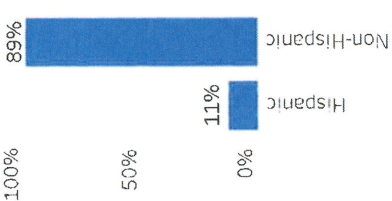
Gender



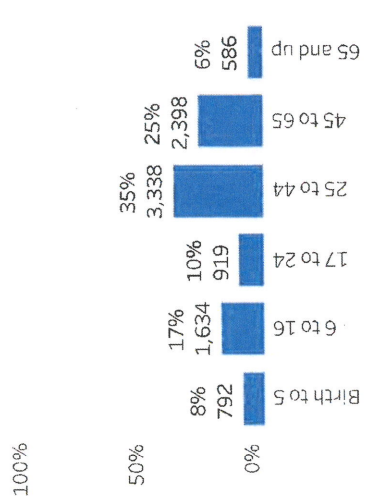
Race (with averages for general population in orange)



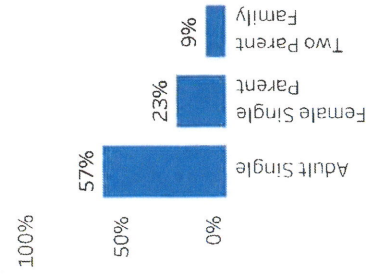
Ethnicity



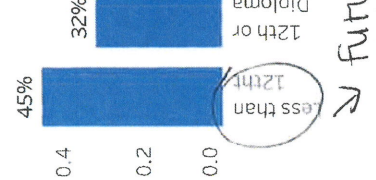
Ages



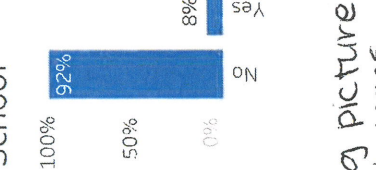
Household Type



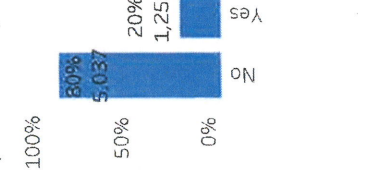
Education



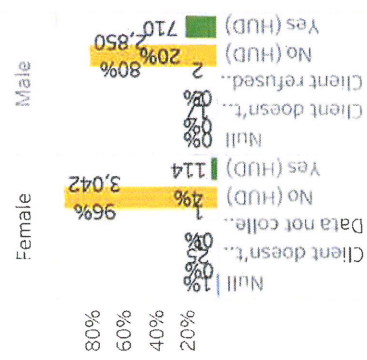
Adults In School



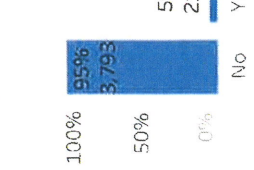
Employed (adults 18-65)



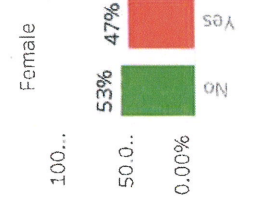
Veterans - Adults



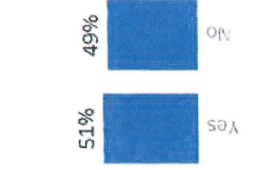
Pregnancy



DV Survivor



Disability



future / big picture policy solutions Covered by Healthcare

Geographic Migration - Clients connecting with homeless services in Pierce county in 2017. Blanks tend to show where zip codes do not adequately map to cities, not a lack of people. Sumner and Edgewood, for instance, do not have dedicated zip codes so show no clients coming from those cities.

City (group)	Came From and homeless elsewhere	Came From and Homeless In	Not from but Homeless In	Total
Tacoma	558	2,559	2,940	6,057
Unknown	2,189	1,003	381	3,573
Lakewood	641	328	312	1,281
Parkland	587	39	70	696
Puyallup	221	230	243	694
Outside Pierce County	8	1	450	459
Spanaway	198	59	118	375
University Place	226	16	24	266
Fife	51	15	136	202
Graham	59	11	39	109
Bonney Lake	42	4	52	98
Gig Harbor	47	13	21	81
Sumner			54	54
Roy	13	16	8	37
Eatonville	20	7	6	33
Orting	14	2	10	26
Buckley	9	11	5	25
				1416 total

Facing Pierce County Homelessness: *Creating HomeFULLness*



From this to these

Saturday, April 28, 2018

10:00 am – 4:00 pm

Tacoma Convention Center

1500 Commerce

Tacoma, WA 98402

Registration recommended but not required at

<https://www.eventbrite.com/e/facing-pierce-county-homelessness-creating-homefullness-tickets-44228531729>

Public Forum **Free**

- **Understand more about causes of homelessness**
- **Learn about alternatives to homelessness**
- **Learn how YOU can be part of the solution**



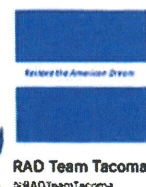
See Program Schedule on Reverse

Sponsoring organizations:



NAACP
TACOMA, WA BRANCH

253
AAUW



FACING PIERCE COUNTY HOMELESSNESS: Creating HomeFULLness

Purposes of the Conference:

- To educate the community about this countywide problem, which is:
 - an emergency
 - growing continuously
 - invisible; we only see about 5% of the people who are experiencing homelessness
- To inspire community action to mitigate the effects of poverty, which is the cause of homelessness

Participants may attend any or all of the sessions.

Time	Room	Session
10:00	B-C	Facing All Our Homeless: Strategies to increase hopefulness in Pierce County Overview of data, causative factors, trends and the economy
11:30 pm	A	Perspectives: From the Depression to the Civil Rights Movement The effects of extreme economic collapse
	B	Closing the Affordable Housing Gap Affordable housing needs and supply; and creative ways to house more people
	C	Addressing Homelessness throughout the Community Ways to organize the community to respond effectively to homelessness
	D	Road to Nickelsville Film portraying the development of Nickelsville tent camp in Seattle, approximately 2004, and discussion with the director
1:00 pm	A	Health Care and Homelessness Effects of homelessness on the health care system and on the health of people experiencing homelessness
	B	Racial Inequity in Homelessness How racial inequity feeds into homelessness and how it can be addressed
	C	Coordination of Services for People Experiencing Homelessness How services are currently delivered in the private non-profit and governmental systems; and how coordination can be enhanced
	D	Road to Nickelsville Film portraying the development of Nickelsville tent camp in Seattle, approximately 2004, and discussion with the director
3:00 pm	B-C	Leadership in the Community to Address Homelessness A conversation among elected officials
3:45	B-C	Audience Participation Exercise
4:15		Adjourn

AMENDED BYLAWS
OF
ZOO AND TREK AUTHORITY
(Draft Revisions)

ARTICLE I - NAME AND LOCATION OF THE AUTHORITY

The Zoo and Trek Authority (hereinafter referred to as the "ZTA") is created pursuant to RCW 36.01.180, Pierce County Proposition 1 and the Interlocal Agreement between Pierce County, City of Tacoma, and Metropolitan Park District of Tacoma regarding Point Defiance Zoo and Aquarium and Northwest Trek Sales and Use Tax. The principal office of the ZTA shall be the Metropolitan Park District of Tacoma Offices, 4702 South 19th Street, Tacoma, Washington 98405.

ARTICLE II - GOALS AND PURPOSES OF THE ZTA

The purpose for which the ZTA is organized is to carry out the functions provided in RCW 39.01.180 and .190 and the Interlocal Agreement between Pierce County, City of Tacoma, and Metropolitan Park District of Tacoma regarding Point Defiance Zoo & Aquarium and Northwest Trek Wildlife Park Sales and Use Tax.

ARTICLE III - APPOINTMENT OF BOARD MEMBERS

Section 1 - Appointing Authorities. The following are the appointing authorities for the ZTA Board (the "Board" or the "Board of Directors"):

- A. Pierce County Council;
- B. Tacoma City Council; and
- C. Pierce County Regional Council (PCRC) representing City and town councils of all cities and towns in Pierce County, who collectively represent at least 60% of the total population of Pierce County excluding the City of Tacoma.

Section 2 - Eligibility. Each of the above named appointing authorities may appoint such individuals as they choose to the Board. Only the following shall be eligible for appointment to, and service on, the Board: Pierce County residents who serve as county executive, mayors, or members of a county, city, or town council.

Section 3 - Appointment Terms. The Pierce County Council shall make three appointments, each term shall be for no more than 3 years. If a mid-term vacancy should occur, the vacancy may be filled by an appointment to fulfill the balance of that term.

Section 4 – Tacoma City Council Appointments. The Tacoma City Council shall make two appointments, each term shall be for no more than 3 years. If a mid-term vacancy should occur, the vacancy may be filled by an appointment to fulfill the balance of that term.

Section 5 – Pierce County Regional Council (PCRC). The legislative authorities of the remaining cities within Pierce County (PCRC -"Other Cities") shall make two appointments: One representing the larger cities and another representing the smaller cities. Each term shall be for no more than 3 years. If an individual is willing to serve a second term, the PCRC can reappoint them. Individuals may serve a maximum of two, three-year terms. If a mid-term vacancy should occur, the vacancy may be filled by an appointment to fulfill the balance of that term.

The process for selecting appointees is for the represented cities/towns (Larger or smaller) to submit nominations to PCRC. The nominees give a short (3-minute) presentation detailing their interest in serving on ZTA. The entire PCRC votes to appoint as long as 60% of all PCRC jurisdictions are present at the meeting. Appointments become effective on certification by the Chairman and Clerk of the Pierce County Regional Council (PCRC). The three-year term for the smaller city representative shall commence on January 1st, 2019, 2022, etc. The three-year term for the larger city representative shall commence on January 1st, 2021, 2024, etc.

Section 6 – No Designees. An individual appointed to the Board shall serve personally in his or her appointed capacity, and shall not provide for a designee to serve in the position.

ARTICLE IV- BOARD

Section 1 - Powers. The ZTA may exercise the powers authorized by the Interlocal Agreement between Pierce County, City of Tacoma, and Metropolitan Park District of Tacoma regarding Point Defiance Zoo & Aquarium and Northwest Trek Sales and Use Tax. The activities, affairs, and property of the ZTA shall be managed, directed, and controlled, and its powers exercised by, and vested in, the Board of Directors. The Board of Directors may delegate the management of the day-to-day operation of the business of the ZTA to a committee as provided in Article VII, officer(s) or other director(s), provided that the activities and affairs of the ZTA shall be managed and all powers shall be exercised under the ultimate direction of the Board of Directors.

Section 2 - Resignation. Any director may resign effective upon delivering a written notice of resignation to the Chairperson, the Vice- Chairperson, or the Board of Directors, unless the written notice of resignation specifies a later time for the

effectiveness of the resignation. Upon receipt of a written notice of resignation, the ZTA shall promptly notify the appropriate appointing agency.

Section 3 - Vacancies. A vacancy in the Board of Directors shall be deemed to exist on the occurrence of the death or resignation of any director or if a director fails to meet the requirements provided in Article III Section 2. Vacancies shall be filed as provided in Article III.

ARTICLE V - MEETINGS

Section 1 - Meetings. Meetings of the Board of Directors may be held at any place within Pierce County, Washington that has been designated from time to time by the Board through written notice to the public. In the absence of such designation, meetings shall be held at the principal office of the ZTA. All meetings shall be subject to the Washington State Open Public Meetings Act.

Section 2 - Regular Meetings. The Board shall conduct quarterly meetings. The specific dates for each meeting shall be set by the Board of Directors and notice of such meetings shall be provided to the public.

Section 3 - Special Meetings. Special meetings of the Board of Directors may be called at any time by the Chairperson, the Vice- Chairperson, or any three directors. Such special meetings shall only be held if notice has been provided to the public.

Section 4 - Notice of Meetings. Notice of all meetings shall be provided to the public through a local newspaper of general wide circulation. Each Director shall also encourage his or her respective appointing governmental entity to also issue notices of meetings through its notice procedure. Written notice of the time and place of all meetings shall also be delivered personally to each director or communicated to each director by telephone, or by facsimile or first-class mail, with charges prepaid, addressed to the director at the director's address as it is shown upon the records of the ZTA OR sent via electronic mail (e-mail). In case such notice is mailed, it shall be deposited in the United States mail at least seven (7) days prior to the time of the holding of the meeting. In case such notice is delivered personally or by telephone or facsimile, it shall be so delivered at least forty- eight (48) hours prior to the time of the holding of the meeting. Such mailing or delivery, personally or by telephone or facsimile, shall be due, legal, and personal notice to such director.

Section 5 - Action at a Meeting: Quorum and Required Vote. Each director shall have one vote. The presence of four (4) of the directors at a meeting of the Board of Directors constitutes a quorum for the transaction of business, except as otherwise provided in these Bylaws. Every act done or decision made by four (4) or more of the directors present at a meeting duly held shall be regarded as the act of

the Board of Directors, unless a greater number, or the same number after disqualifying one or more directors from voting, is required by these Bylaws or by law.

Section 6 – Rules of Order. All meetings shall be conducted in accordance with Robert's Rules of Order.

Section 7-Compensation. The directors of the ZTA shall serve as such without compensation.

ARTICLE VI - OFFICERS

Section 1-Titles and Qualifications. The officers of the ZTA shall consist of a Chairperson and a Vice-Chairperson. No director may hold more than one office of the ZTA.

Section 2 – Election and Term of Office. The officers of the ZTA shall be elected by the Board of Directors and shall serve for a term of one (1) year or until his or her successor is elected. Unless an officer resigns, dies, or fails to meet the requirements provided in Article III Section 2, he or she shall hold office until his or her successor has been chosen and qualified.

Section 3 - Resignation. Any officer may resign at any time by delivering a written or verbal resignation to the Board of Directors. Any resignation shall take effect on the date of the receipt of such notice or at any later time specified in the resignation; and, unless otherwise specified in the resignation, the acceptance of the resignation shall not be necessary to make it effective.

Section 4 - Removal. Any officer may be removed from that position at any time, without cause, by an affirmative vote as provided in Article V Section 5 cast at a duly held meeting of the Board, the notice of which shall have specified the proposed removal. Provided, however, that the removed officer may not be removed from the Board of Directors.

Section 5 - Vacancies. Any vacancy in an office may be filled by the Board of Directors.

Section 6 - Duties of the Chairperson. The Chairperson of the Board shall preside over all Board meetings and shall have such powers and duties not inconsistent with these Bylaws as may be assigned from time to time by the Board of Directors.

Section 7 - Duties of the Vice-Chairperson. The Vice-Chairperson of the Board shall possess the powers and discharge the duties of the Chairperson of the Board in the latter's absence or disability, and shall have such other powers and duties not

inconsistent with these Bylaws as may be assigned from time to time by the Board of Directors.

ARTICLE VII -COMMITTEES

Section 1 - Designation. The Board of Directors may, by resolution adopted by four (4) or more directors, designate such committees as it deems appropriate and necessary. Committees may not consist of more than three (3) Board members.

Section 2 - Vacancies. A vacancy occurring in any committee may be filled by the Board of Directors in the manner provided for original designation of such committee members.

Section 3 - Notice of Meetings. Reasonable verbal notice, including time and place, of all committee meetings shall be given by the Committee Chairperson to the members thereof.

ARTICLE VIII -MAINTENANCE AND INSPECTION OF CORPORATE RECORDS

The ZTA shall keep at its principal office in this state, the original or a copy of its Bylaws as amended to date, and records and minutes of proceedings of the Board of Directors, which shall be open to inspection by the directors and the public at all reasonable times during office hours.

ARTICLE IX- AMENDMENT OF BYLAWS

These Bylaws may be altered, amended, or repealed and new Bylaws may be adopted by a super-majority vote of the directors consisting of at least five (5) affirmative votes.

ARTICLE X- MISCELLANEOUS

These Bylaws are subject to, and governed by, RCW 36.01.180- .190 and the Interlocal Agreement between Pierce County, City of Tacoma, and Metropolitan Park District of Tacoma regarding Point Defiance Zoo and Aquarium and Northwest Trek Sales and Use Tax.

CERTIFICATE OF ADOPTION

We, the undersigned, certify that the Zoo and Trek Authority has adopted the above Amended Bylaws, consisting of five (5) pages by a resolution of the Board of Directors dated

DATED; this day of _____, _____, 2018

ACCOUNTS PAYABLE

City Of Fircrest
MCAG #: 0583

As Of: 03/27/2018

Time: 08:26:29 Date: 03/23/2018
Page: 1

Accts

Pay #	Received	Date Due	Vendor	Amount	Memo
16136	03/27/2018	03/27/2018	4298	AWC Employee Benefit	631.64 April 2018
521 22 20 01	LEOFF I Medical Premium	001 000 521	General Fund	631.64	April 2018 Retired Medical
16176	03/27/2018	03/27/2018	7066	Apex Engineering	515.00 P#49 Ramsdell Water Project: Task Order No. 2018-001
594 34 63 02	Project Engineering Water	426 000 594	Water Improve	515.00	P#49 Construction Services (02/01/18 - 02/28/18)
16177	03/27/2018	03/27/2018	3933	Asphalt Patch System	6,278.54 Grinding, Mobilization, Patching, Saw Cutting
535 50 48 00	Rep & Maint - Sewer Main	430 000 535	Sewer Fund (de	1,099.00	Street Grinding - 511 Buena Vista "Sewer Install/Extension" (Taxable Sewer Project \$1,000.00 + 9.9% Tax \$99.00 = \$1,099.00)
535 50 48 00	Rep & Maint - Sewer Main	430 000 535	Sewer Fund (de	3,028.79	Mobilization, Patching, Saw Cutting - 511 Buena Vista "Sewer Install/Extension" (Taxable Sewer Project \$2,755.95 + 9.9% Tax \$272.84 = \$3,028.79)
542 30 48 01	Rep & Maint - Street Maint	101 000 542	City Street Fun	724.50	Mobilization, Patching, Saw Cutting - Regents / Golden Gate (Non-Taxable) - Street
542 30 48 01	Rep & Maint - Street Maint	101 000 542	City Street Fun	1,426.25	Mobilization, Patching, Saw Cutting - Dartmouth / Summit (Non-Taxable) - Street
16143	03/16/2018	03/27/2018	7183	Barta, David	7.99 07-00342.2 - 306 BIRCH ST
343 10 00 00	Storm Drain Fees & Charge	415 000 340	Storm Drain	-10.57	
343 40 00 00	Sale Of Water	425 000 340	Water Fund (de	-9.14	
343 50 00 00	Sewer Revenues	430 000 340	Sewer Fund (de	11.72	
16149	03/27/2018	03/27/2018	4221	Big John's Trophies Inc	89.18 Perpetrual Year Engraved Plates - Top Gun Officer Of The Year & Wall Plaque - Top Gun Award
521 22 31 00	Office & Oper Sup - Police	001 000 521	General Fund	11.56	Perpetual Year Engraved Plates - Top Gun Officer Of The Year
521 22 31 00	Office & Oper Sup - Police	001 000 521	General Fund	77.62	Wall Plaque - Top Gun Award
16145	03/27/2018	03/27/2018	6018	Canon Financial Services Inc	244.61 Police Copier Rental (Feb 2018)
521 22 45 00	Oper Rentals - Copier - Pol	001 000 521	General Fund	244.61	Contract Charges (02/01/18 - 02/28/18) Police
16146	03/27/2018	03/27/2018	6018	Canon Financial Services Inc	13.63 Police Faxboard Rental (Feb 2018)
521 22 45 00	Oper Rentals - Copier - Pol	001 000 521	General Fund	13.63	Contract Charges (02/01/18 - 02/28/18) Police Fax
16198	03/27/2018	03/27/2018	6018	Canon Financial Services Inc	563.79 Copier Rental (Mar 2018) - City Hall, Public Works, Parks & Recreation, Municipal Court
512 50 45 00	Oper Rentals - Copier - Coi	001 000 512	General Fund	140.95	Copier Lease - Court
518 10 45 00	Oper Rentals - Copier - No	001 000 518	General Fund	140.95	Copier Lease - City Hall

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531 50 45 00	Oper Rentals - Copier - Sto	415 000	531 Storm Drain	35.24	Copier Lease - Storm
534 10 45 02	Oper Rentals - Copier - Wa	425 000	534 Water Fund (de	35.24	Copier Lease - Water
535 10 45 00	Oper Rentals - Copier - Sev	430 000	535 Sewer Fund (de	35.23	Copier Lease - Sewer
542 30 45 00	Oper Rentals - Copier - Str	101 000	542 City Street Fun	35.24	Copier Lease - Street
571 10 45 01	Oper Rentals - Copier - Rec	001 000	571 General Fund	126.85	Copier Lease - Recreation
576 80 45 00	Oper Rentals - Copier - Par	001 000	576 General Fund	14.09	Copier Lease - Parks
16199	03/27/2018	03/27/2018	3994 CenturyLink	61.45	Public Works Fax
531 50 42 00	Communication - Storm	415 000	531 Storm Drain	15.36	Public Work Fax - Storm
534 10 42 00	Communication - Water	425 000	534 Water Fund (de	15.37	Public Work Fax - Water
535 10 42 01	Communication - Sewer	430 000	535 Sewer Fund (de	15.36	Public Work Fax - Sewer
542 30 42 00	Communication - Street	101 000	542 City Street Fun	15.36	Public Work Fax - Street
16200	03/27/2018	03/27/2018	3994 CenturyLink	125.93	Direct Inward Dial - City Hall
518 10 42 00	Communication - Non Dep	001 000	518 General Fund	125.93	Direct Inward Dial - City Hall
16201	03/27/2018	03/27/2018	3994 CenturyLink	126.49	Police BA Machine / Modem
521 22 42 00	Communication - Police	001 000	521 General Fund	126.49	Police BA Machine / Modem
16202	03/27/2018	03/27/2018	3994 CenturyLink	65.03	Parks Primary 911
576 80 42 00	Communication - Parks	001 000	576 General Fund	65.03	Parks Primary 911
16203	03/27/2018	03/27/2018	5805 CenturyLink	39.42	Long Distance Usage & Access Line
518 10 42 00	Communication - Non Dep	001 000	518 General Fund	39.42	Long Distance Usage & Access Line
16142	03/16/2018	03/27/2018	6299 Cherian, Bijo	119.10	07-00124.5 - 141 MAPLE ST
343 10 00 00	Storm Drain Fees & Charge	415 000	340 Storm Drain	-26.56	
343 40 00 00	Sale Of Water	425 000	340 Water Fund (de	-28.15	
343 50 00 00	Sewer Revenues	430 000	340 Sewer Fund (de	-64.39	
16135	03/27/2018	03/27/2018	4315 Cities Insurance Assoc of WA	1,967.86	Insurance Addition(s)
548 65 46 08	Police Insurance	501 000	548 Equipment Ren	983.93	Auto Liability (2018 Ford Interceptor) - Police (Policy Period: 12/01/17 - 12/01/18) License Plate No. 66367D "Vehicle Purchased 02/13/18 - Insurance Pro-Rated"
548 65 46 08	Police Insurance	501 000	548 Equipment Ren	983.93	Auto Liability (2018 Ford Interceptor) - Police (Policy Period: 12/01/17 - 12/01/18) License Plate No. 66368D "Vehicle Purchased 02/13/18 - Insurance Pro-Rated"
16137	03/27/2018	03/27/2018	4324 City Treasurer-City of Tacoma	53,478.00	Apr 2018 Fire / EMS

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	522 20 50 00	Tacoma Contract - Fire	001 000 522 General Fund	26,303.58	Apr 2018 Fire	
	522 20 51 00	Tacoma Contract - EMS	001 000 522 General Fund	27,174.42	Apr 2018 EMS	
16194	03/27/2018	03/27/2018	4322	City of Tacoma - Utilities	11,220.58	Power / Various Locations
	518 30 47 00	Public Utility Services - Ci	001 000 518 General Fund	608.61		
	531 50 47 02	Public Utility Services/Bldg	415 000 531 Storm Drain	155.80		
	534 10 47 00	Utility Services/Building -	425 000 534 Water Fund (de	155.80		
	534 80 47 01	Utility Services/Pumping	425 000 534 Water Fund (de	4,927.91		
	535 10 47 00	Utility Services/Building -	430 000 535 Sewer Fund (de	155.80		
	535 80 47 01	Utility Services/Pumping	430 000 535 Sewer Fund (de	1,579.19		
	542 30 47 02	Electricity & Gas/Bldg - St	101 000 542 City Street Fun	155.80		
	542 30 47 03	Electricity/Traffic Lights	101 000 542 City Street Fun	77.40		
	542 63 47 00	Electricity/Street Lights	101 000 542 City Street Fun	2,073.89		
	548 65 47 00	Utilities ShopGarage	501 000 548 Equipment Ren	24.11		
	576 80 47 00	Public Utility Services - Pa	001 000 576 General Fund	1,306.27		
16150	03/27/2018	03/27/2018	3555	Code Publishing Co	164.62	FMC Electronic Updates (Web Update 03/01/18)
	511 60 49 03	Codification Costs	001 000 511 General Fund	164.62	Ordinance 1612, 1613 (New Pages 5, 1/4 Hr Web Hourly Update "Not Subject To Retail Sales Or Use Tax", Graphics & Tables 2)	
16138	03/27/2018	03/27/2018	3565	Comfort Davies & Smith	7,723.30	Feb 2018
	515 30 41 01	City Attorney	001 000 515 General Fund	1,639.30	Feb 2018 - Administration	
	515 30 41 03	City Prosecutor	001 000 515 General Fund	6,084.00	Feb 2018 - Court, Police	
16178	03/27/2018	03/27/2018	3572	Consolidated Electrical Distributors	1,490.15	Photo Controls, Fuse Holders, HPS Lamps, Garden Posts, LED Lamps
	542 63 31 00	Oper Supplies - Street Ligh	101 000 542 City Street Fun	1,490.15	Photo Controls (100), Fuse Holders (12), HPS Lamps (2), Garden Posts (2 Packs), LED Lamps (2) - Miscellaneous Street Light Parts	
16179	03/27/2018	03/27/2018	3572	Consolidated Electrical Distributors	236.72	Lamps (20) - Cobra Head Lights
	542 63 31 00	Oper Supplies - Street Ligh	101 000 542 City Street Fun	236.72	Lamps (20) - Cobra Head Lights	
16151	03/27/2018	03/27/2018	7918	Contreras, Alejandra	120.00	Spanish Interpreter (2 Hrs)
	512 50 41 03	Prof Svcs - Interpreter	001 000 512 General Fund	120.00	Spanish Interpreter (Case No. 7Z1133051) 03/07/18	
16152	03/27/2018	03/27/2018	7918	Contreras, Alejandra	120.00	Spanish Interpreter (2 Hrs)
	512 50 41 03	Prof Svcs - Interpreter	001 000 512 General Fund	120.00	Spanish Interpreter (Case No. 8Z0178910) & (Case No. 7Z0927334) & (Case No. 8Z0224654) 03/14/18	
16153	03/27/2018	03/27/2018	3573	Copiers Northwest Inc	65.79	01/04/18 - 02/03/18 Police

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	521 22 45 00	Oper Rentals - Copier - Pol	001 000 521 General Fund	65.79	01/04/18 - 02/03/18 Police
16154	03/27/2018	03/27/2018	3573 Copiers Northwest Inc	78.78	02/04/18 - 03/03/18 Police
	521 22 45 00	Oper Rentals - Copier - Pol	001 000 521 General Fund	78.78	02/04/18 - 03/03/18 Police
16155	03/27/2018	03/27/2018	3589 Databar Inc	370.51	Town Topics Separate Mailing (Feb 2018)
	518 10 49 01	Town Topics	001 000 518 General Fund	197.82	Town Topics Separate Mailing (Non-Utility) - Mailing Service
	518 10 49 01	Town Topics	001 000 518 General Fund	172.69	Town Topics Separate Mailing (Non-Utility) - Postage
16156	03/27/2018	03/27/2018	3591 Dell Marketing L.P.	1,027.33	OptiPlex 5050 SFF BTX Hard Drive Computer - Court (Gina Costanti-Eacrett)
	594 48 64 02	Court - ERR Capital	501 000 548 Equipment Ren	1,027.33	OptiPlex 5050 SFF BTX Hard Drive Computer - Court (Gina Costanti-Eacrett) Includes Intel Core, Windows 10 Pro 64, Power Supply, Wired Keyboard, Mouse, Cables, Brackets, Etc.
16214	03/27/2018	03/27/2018	4310 Dept Of Revenue-EXCISE TAX	11,912.80	Feb 2018 Excise Tax
	517 90 31 01	Health Program - Supplies	001 000 517 General Fund	4.39	
	518 11 31 00	Office & Oper Sup-Person	001 000 518 General Fund	3.75	
	531 50 53 00	Excise Tax - Storm	415 000 531 Storm Drain	1,075.85	
	534 10 53 00	Excise Tax - Water	425 000 534 Water Fund (de	3.60	
	534 10 53 00	Excise Tax - Water	425 000 534 Water Fund (de	6,442.73	
	535 10 53 00	Excise Tax - Sewer	430 000 535 Sewer Fund (de	4,364.85	
	571 20 53 00	Excise Tax - Participation I	001 000 571 General Fund	17.63	
16121	03/27/2018	03/27/2018	3611 Drain-Pro Inc	1,158.90	Drain Cleaning: Unclogged (2) Sinks - Public Safety Building Men's Restroom
	518 30 48 04	Rep & Maint - PSB	001 000 518 General Fund	1,158.90	Drain Cleaning: Unclogged (2) Sinks - Public Safety Building Men's Restroom (Service Date: 03/01/18)
16209	03/27/2018	03/27/2018	5859 Dynamic Language	67.35	Spanish Interpreter
	512 50 41 03	Prof Srvs - Interpreter	001 000 512 General Fund	67.35	Spanish Interpreter (02/14/18 1 Hrs + Mileage) Case No. 7Z0927334
16180	03/27/2018	03/27/2018	3636 Ferguson Enterprises Inc, #1539	79.55	Saddle Strap - Water Tapping
	534 50 31 01	Oper Supplies - Water Mai	425 000 534 Water Fund (de	79.55	Saddle Strap - Water Tapping
16134	03/16/2018	03/27/2018	7576 Giron, Beatrice	28.41	03-02390.5 - 475 ALAMEDA AVE
	343 10 00 00	Storm Drain Fees & Charge	415 000 340 Storm Drain	-6.34	
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-6.71	

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	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-15.36	
16181	03/27/2018	03/27/2018	3668	Gray Lumber Company Inc	132.06 Asphalt Cold Patch Mix
	542 30 31 02	Oper Supplies - Street Reg	101 000 542 City Street Fun	132.06	Asphalt Cold Patch Mix - 50 Lbs (Quantity: 6) "Pothole Repairs"
16157	03/27/2018	03/27/2018	3669	Graybar Electric Inc	109.76 Valcom Wall Speakers & Power Supply
	521 22 35 00	Small Tools & Equip - Poli	001 000 521 General Fund	59.98	Valcom Remote Desktop Wall Speakers With Volume Control (Part No. V-763-BK) - Police Console Radio Usage
	521 22 35 00	Small Tools & Equip - Poli	001 000 521 General Fund	49.78	Valcom Recpt Mount 24V Power Supply (Part No. VP-624D) - Police Console Radio Usage
16195	03/27/2018	03/27/2018	6774	Greenleaf Landscaping 1 Inc	4,049.56 March 2018 Landscaping
	518 30 41 01	Contract Maintenance	001 000 518 General Fund	2,996.68	March 2018 Landscaping - General Fund
	542 80 49 03	Beautification Services (co	101 000 542 City Street Fun	1,052.88	March 2018 Landscaping - Street Fund (Islands)
16122	03/27/2018	03/27/2018	311	Grover, Jeff	160.02 Eyewear Reimburse
	571 10 20 00	Personnel Benefits - Rec	001 000 571 General Fund	144.02	Eyewear Reimburse - Jeff Grover (90% Recreation)
	576 80 20 00	Personnel Benefits - Parks	001 000 576 General Fund	16.00	Eyewear Reimburse - Jeff Grover (10% Parks)
16158	03/27/2018	03/27/2018	1253	Holzborn, Lavone M.	59.00 1 Yr Library 2018
	572 21 49 00	Library Services	001 000 572 General Fund	59.00	1 Yr Library 2018 / Lavone Holzborn
16182	03/27/2018	03/27/2018	3692	Home Depot Credit Services	19.30 Waterproof Wire Connectors
	542 63 31 00	Oper Supplies - Street Ligh	101 000 542 City Street Fun	19.30	Waterproof Wire Connectors - Street Light Wiring
16215	03/27/2018	03/27/2018	3692	Home Depot Credit Services	17.81 Spray Paint, Sheet Metal
	518 30 31 02	Oper Sup/PSB Bldg	001 000 518 General Fund	17.81	Spray Paint, Sheet Metal - Public Safety Building Men's Restroom Wall Repairs
16183	03/27/2018	03/27/2018	3709	J & K Associates	1,071.52 (2010 Snow Plow) Rubber Blade, Shoe Replacement
	548 65 48 12	O & M - Street	501 000 548 Equipment Ren	1,071.52	(2010 Snow Plow) Plow Unit Western Pro Rubber Blade & Shoe Replacement "Includes Sales & Freight"
16208	03/27/2018	03/27/2018	3751	KPG, PS	2,746.46 P#47 Traffic Signal Safety (Through 02/25/18)
	595 10 63 08	Traffic Signal Grant P.E.	101 000 542 City Street Fun	2,746.46	P#47 Traffic Signal Safety Improvement (Professional Services 01/26/18 - 02/25/18)

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16123	03/27/2018	03/27/2018	5392	Kel-Tech Plastics Inc	67.17 Plexiglass - City Hall Breakroom
518 30 31 04	Oper Sup/CH		001 000 518 General Fund	67.17	Plexiglass - City Hall Breakroom "Now Cuts (1) Piece Clear Arcrylic" Protect Wall From Water Splashes
16205	03/27/2018	03/27/2018	5392	Kel-Tech Plastics Inc	90.00 Hanging Entry Sign - Court
518 30 31 04	Oper Sup/CH		001 000 518 General Fund	90.00	Dark Bronze Acrylic Hanging Entry Sign - Court
16210	03/27/2018	03/27/2018	5392	Kel-Tech Plastics Inc	195.23 Clear Acrylic Table Tops (Quantity: 2) - City Hall
518 10 35 00	Small Tools & Equip - Nor		001 000 518 General Fund	195.23	Clear Acrylic 42" Round Table Tops (Quantity: 2) - City Hall Breakroom (SAA No.'s 1634 & 1635)
16128	03/27/2018	03/27/2018	6883	L.N. Curtis & Sons	196.63 NiCd Battery Sticks (Quantity: 4) For SL-20X Streamlites - Police
521 22 31 00	Office & Oper Sup - Police		001 000 521 General Fund	196.63	NiCd Battery Sticks (Quantity: 4) For SL-20X Streamlites - Police
16159	03/27/2018	03/27/2018	6883	L.N. Curtis & Sons	204.14 Law Pocket Reference Books - Police
521 22 31 00	Office & Oper Sup - Police		001 000 521 General Fund	102.07	2018 Edition Washington Traffic Law Pocket Reference Books (Quantity: 10)
521 22 31 00	Office & Oper Sup - Police		001 000 521 General Fund	102.07	2018 Edition Washington Criminal Law Pocket Reference Books (Quantity: 10)
16160	03/27/2018	03/27/2018	3776	Lemay Mobile Shredding	25.50 Feb 2018 Shredding - Public Works
531 50 49 00	Miscellaneous - Storm		415 000 531 Storm Drain	8.50	Feb 2018 Shredding - Storm
534 10 49 00	Miscellaneous - Water		425 000 534 Water Fund (de	8.50	Feb 2018 Shredding - Water
535 10 49 00	Miscellaneous - Sewer		430 000 535 Sewer Fund (de	8.50	Feb 2018 Shredding - Sewer
16184	03/27/2018	03/27/2018	5079	Les Schwab Tires	175.34 #63581D (2017 Silverado Pick-Up) New Tire, Balance, Mount
548 65 48 14	O & M - Wtr/Swr		501 000 548 Equipment Ren	175.34	#63581D (2017 Silverado Pick-Up) New Tire, Balance, Mount "Russ & Roger's Vehicle"
16161	03/27/2018	03/27/2018	3791	Lowe's Company-#338954	29.06 Sign Materials, Table Bumpers
518 30 31 04	Oper Sup/CH		001 000 518 General Fund	10.24	Table Bumpers (3 Packs) - City Hall Breakroom
518 30 31 04	Oper Sup/CH		001 000 518 General Fund	18.82	Sign Materials: White Link Chain, S-Hooks, Cup Hooks, Cork Protection - Court
16166	03/27/2018	03/27/2018	3793	MPH Industries Inc	2,450.77 Phython-3 Standard Radar Basic Kits (2)

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594 21 64 00	Machinery & Equipment -]		001 000 521 General Fund	1,225.39	#66367D (2018 Ford Interceptor) Python-3 Radar Unit (Part No. PYT3STD-1K), K-Band, Antenna Assembly, Cradle & Brackets, 25-Foot Antenna Extension, Shipping Charges, Tuning
594 21 64 00	Machinery & Equipment -]		001 000 521 General Fund	1,225.38	#66368D (2018 Ford Interceptor) Phyton-3 Radar Unit (Part No. PYT3STD-1K), K-Band, Antenna Assembly, Cradle & Brackets, 25-Foot Antenna Extension, Shipping Charges, Tuning
16163	03/27/2018	03/27/2018	7975	Matty Photo & Motion LLC	440.40 City Council Photos
511 60 49 00	Miscellaneous - Legisl		001 000 511 General Fund	440.40	City Council Photos: Individual Head Shots Session (Quantity: 7), Group Shot (Quantity: 1), Edited Images, High Resolution Digitals (Photo Shoot Date: 02/27/18)
16185	03/27/2018	03/27/2018	6639	McClain's Soil Supply	37.43 Top Soil (2 Yards) - Sewer Repairs
535 50 31 01	Oper Supplies - Sewer Mai		430 000 535 Sewer Fund (de	37.43	Top Soil (2 Yards) - Sewer Repairs
16164	03/27/2018	03/27/2018	5358	McDougall, Madelyn	59.00 1 Yr Library 2018
572 21 49 00	Library Services		001 000 572 General Fund	59.00	1 Yr Library 2018 / Madelyn McDougall
16186	03/27/2018	03/27/2018	2121	Millsap, Michele	59.00 1 Yr Library 2018
572 21 49 00	Library Services		001 000 572 General Fund	59.00	1 Yr Library 2018 / Michele Millsap
16174	03/27/2018	03/27/2018	319	Mims, Gary R	150.83 Eyewear Reimburse
518 30 20 00	Personnel Ben - Fac/Equip		001 000 518 General Fund	93.52	Eyewear Reimburse / Gary Mims - Facilities
542 80 20 00	Personnel Benefits-St Beau		101 000 542 City Street Fun	4.52	Eyewear Reimburse / Gary Mims - Beautification
548 65 20 00	Personnel Benefits		501 000 548 Equipment Ren	22.62	Eyewear Reimburse / Gary Mims - E.R.R.
576 80 20 00	Personnel Benefits - Parks		001 000 576 General Fund	30.17	Eyewear Reimburse / Gary Mims - Parks
16165	03/27/2018	03/27/2018	3860	Morris Law PC	192.25 Legal Counsel - Feb 2018 (0.60 Hrs)
515 30 41 02	Special Legal Counsel		001 000 515 General Fund	192.25	Legal Counsel - E-Mails, Freeman Property Research, Pierce County Clerks Office Documentation Fees
16148	03/27/2018	03/27/2018	7635	Nappi, Jessica	25.00 Gym Fees Reimburse (Mar 2018)
513 10 20 00	Personnel Benefits		001 000 513 General Fund	16.75	Gym Fees Reimburse (Mar 2018) - Jessica Nappi (Administration)
518 11 20 00	Personnel Benefits - Person		001 000 518 General Fund	8.25	Gym Fees Reimburse (Mar 2018) - Jessica Nappi (Personnel)
16167	03/27/2018	03/27/2018	7976	Norquist, Jonathan	59.00 1 Yr Library 2018

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572 21 49 00	Library Services		001 000 572 General Fund	59.00	1 Yr Library 2018 / Jonathan Norquist
16168	03/27/2018	03/27/2018	7402 Northwest Assessment Services, PLLC	225.00	Critical Incident Stress Debriefing - John Roberts
521 22 41 00	Prof. Services/Consulting		001 000 521 General Fund	225.00	Critical Incident Stress Debriefing - John Roberts
16139	03/16/2018	03/27/2018	2934 Nunn, James	296.53	06-02680.1 - 1534 CYPRESS POINT AVE
343 10 00 00	Storm Drain Fees & Charge		415 000 340 Storm Drain	-72.79	
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-73.96	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-149.78	
16187	03/27/2018	03/27/2018	3958 PC Budget & Finance - Jail	1,116.30	Feb 2018 - Jail Services
523 60 50 01	Jail		001 000 523 General Fund	1,116.30	Feb 2018 - Jail Services (Occupancy) Bookings, Daily Fees
16162	03/27/2018	03/27/2018	3957 PC Budget & Finance	7,560.00	2018 Annual System Access Fee CCN (SCWCS)
521 22 51 01	Pierce Co Radio Communi		001 000 521 General Fund	7,560.00	2018 Annual System Access Fee / Combined Communications Network (Single County Wide Communications System)
16193	03/27/2018	03/27/2018	3955 Petrocard Systems Inc	642.90	Gas / Fuel
548 65 31 12	Street Gas		501 000 548 Equipment Ren	51.30	Diesel Fuel - Street
548 65 31 13	Storm Gas		501 000 548 Equipment Ren	295.19	Diesel Fuel - Storm
548 65 31 14	Wtr/Swr Gas		501 000 548 Equipment Ren	296.41	Diesel Fuel - Wtr / Swr
16147	03/27/2018	03/27/2018	3970 Pitney Bowes Global LLC	394.91	1st Qtr 2018 Meter Read
518 10 42 01	Postage - Non-Dept		001 000 518 General Fund	394.91	1st Qtr 2018 Meter Read (Rental Charges)
16129	03/27/2018	03/27/2018	3971 Pitney Bowes Inc Supplies	196.15	Postage Meter Red Ink Cartridge, Postage Tape Strips
518 10 42 01	Postage - Non-Dept		001 000 518 General Fund	196.15	Postage Meter Red Ink Cartridge (Quantity: 1), Postage Tape Strips (Quantity: 1 Box / 300 Per Box)
16175	03/27/2018	03/27/2018	7977 Pro-Vac LLC	909.42	Closed Circuit TV Services (3.50 Hrs) + DVD's (Quantity: 2) - Drake Street Liftstation
535 50 48 00	Rep & Maint - Sewer Main		430 000 535 Sewer Fund (de	909.42	Closed Circuit TV Services (3.50 Hrs) + DVD's (Quantity: 2) - Drake Street Liftstation (Eldorado / Drake Street)
16120	03/27/2018	03/27/2018	337 Roberts, Christopher	984.00	Reimburse College Level Class - Chris Roberts

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521 22 49 02	Reg & Tuition - Police		001 000 521 General Fund	984.00	Reimburse College Level Class - Chris Roberts (University Of Phoenix On-Line Course "Victimology") 01/16/18 - 02/19/18	
16188	03/27/2018	03/27/2018	4018	Rosen Supply Company Inc	238.19	Couplings, Glued Sewer Pipe
535 50 31 01	Oper Supplies - Sewer Mai		430 000 535 Sewer Fund (de	238.19	Fernco 6x6 Couplings (5), Fernco 4x4 Couplings (20), Glued Sewer Pipe (40) - Sewer	
16206	03/27/2018	03/27/2018	4035	Sarco Supply	1,221.79	Towels, Liners, Handwash, Disposable Gloves, Urinal Screens, Bathroom Cleaner, Air Freshener, Disinfect Wipes
518 30 31 02	Oper Sup/PSB Bldg		001 000 518 General Fund	257.86	Towels, Liners, Disposable Gloves - Public Safety Building	
518 30 31 03	Oper Sup/PWF		001 000 518 General Fund	367.61	Towels, Liners, Bathroom Cleaner, Urinal Screens, Air Freshener - Public Works	
518 30 31 04	Oper Sup/CH		001 000 518 General Fund	257.03	Towels, Liners, Bathroom Cleaner, Disinfect Wipes, Urinal Screens - City Hall	
576 80 31 01	Janitorial Supplies - Parks		001 000 576 General Fund	339.29	Towels, Liners, Handwash, Disposable Gloves, Urinal Screens - Recreation Center	
16124	03/27/2018	03/27/2018	325	Schibig, Sandra	82.43	Eyewear Reimburse
514 23 20 00	Personnel Benefits-Finance		001 000 514 General Fund	82.43	Eyewear Reimburse - Sandra Schibig	
16133	03/16/2018	03/27/2018	1879	Schultz, Sherry	31.28	03-02240.1 - 434 BUENA VISTA AVE
343 10 00 00	Storm Drain Fees & Charge		415 000 340 Storm Drain	-13.87		
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-13.67		
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-3.74		
16204	03/27/2018	03/27/2018	7308	SiteCrafting Inc	99.00	WordPress Managed Hosting (03/15/18)
518 81 41 02	Web Design & Maintenanc		001 000 518 General Fund	99.00	WordPress Managed Hosting (Bill Date: 03/15/18) "cityoffircrest.net"	
16207	03/27/2018	03/27/2018	4067	Smith, Dorothy	59.00	1 Yr Library 2018
572 21 49 00	Library Services		001 000 572 General Fund	59.00	1 Yr Library 2018 / Dorothy Smith	
16211	03/27/2018	03/27/2018	4084	Staples Business Advantage	186.23	Tape Dispensers, Magic Tape, Scissors, Paper Clips, Post-It Notes, Clasp Envelopes, Note Pads, Labels, Disinfect Wipes, Linded Post-It Notes, Lined Writing Pads, Command Spring Clips
518 10 34 01	Central Office Supplies		001 000 518 General Fund	138.97	Tape Dispensers, Magic Tape, Scissors, Paper Clips, Post-It Notes, Clasp Envelopes, Note Pads, Labels, Disinfect Wipes - Central Supplies	

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521 22 31 00	Office & Oper Sup - Police	001 000 521	General Fund	47.26	Lined Post-It Notes, Lined Writing Pads, Command Spring Clips - Police
16169	03/27/2018	03/27/2018	4328	Systems for Public Safety Inc	179.12 #49845D (2009 Crown Victoria) LOF, Replace Serpentine Belt, Rotate Tires, Test Battery
548 65 48 08	O & M - Police	501 000 548	Equipment Ren	179.12	#49845D (2009 Crown Victoria) LOF, Replace Serpentine Belt, Rotate Tires, Test Battery
16170	03/27/2018	03/27/2018	4328	Systems for Public Safety Inc	187.35 #52951D (2011 Crown Victoria) Replaced Defroster Blower Motor
548 65 48 08	O & M - Police	501 000 548	Equipment Ren	187.35	#52951D (2011 Crown Victoria) Replaced Defroster Blower Motor
16171	03/27/2018	03/27/2018	4328	Systems for Public Safety Inc	49.05 #60943D (2016 Ford Interceptor) Repaired Right Front Tire
548 65 48 08	O & M - Police	501 000 548	Equipment Ren	49.05	#60943D (2016 Ford Interceptor) Repaired Right Front Tire "Removed Nail & Repaired"
16172	03/27/2018	03/27/2018	4328	Systems for Public Safety Inc	46.71 #49845D (2009 Crown Victoria) Inspect Laptop Charging Dock "Laptop Not Staying Charged"
548 65 48 08	O & M - Police	501 000 548	Equipment Ren	46.71	#49845D (2009 Crown Victoria) Inspect Laptop Charging Dock - Could Not Find Anything Wrong With The Dock, Reset And Now It Is Working Properly
16189	03/27/2018	03/27/2018	4122	Tacoma Electric Supply	2,007.71 Acorn Streetlight Pole Assembly (Quantity: 2)
542 63 31 00	Oper Supplies - Street Ligh	101 000 542	City Street Fun	2,007.71	Acorn Streetlight Pole Assembly (Quantity: 2) "Replaces Colonial Style Poles"
16125	03/27/2018	03/27/2018	4133	Tacoma Rubber Stamp	30.82 Magnetic Name Tags - City Manager Scott Pingel
513 10 35 00	Small Tools & Equip - Adr	001 000 513	General Fund	30.82	Magnetic Name Tags (Quantity: 2) - City Manager Scott Pingel
16130	03/27/2018	03/27/2018	4139	Tapco Visa Card	52.65 Amazon.Com / Building Code Quick-Cards
524 20 31 00	Office & Oper Sup-Bldg	001 000 524	General Fund	52.65	Amazon.Com / Building Code Quick-Cards (1 General Knowledge Building Card, 1 Accessibility Card, 1 International Residential Code Card, 1 Residential Wood Framing Construction Card, & Turbo Tabs)

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16131	03/27/2018	03/27/2018	4139	Tapco Visa Card	879.20 ESRI / Arc GIS Software Primary Maintenance (Desktop Basic Single Use) - Bldg / Plng & Public Works
	524 20 31 00	Office & Oper Sup-Bldg	001 000 524	General Fund	219.80 ESRI / Arc GIS Software (03/01/18 - 02/28/19) - Bldg
	531 50 31 01	Office Supplies - Storm	415 000 531	Storm Drain	109.90 ESRI / Arc GIS Software (03/01/18 - 02/28/19) - Storm
	534 10 31 00	Office Supplies - Water	425 000 534	Water Fund (de	109.90 ESRI / Arc GIS Software (03/01/18 - 02/28/19) - Water
	535 10 31 00	Office Supplies - Swr Adm	430 000 535	Sewer Fund (de	109.90 ESRI / Arc GIS Software (03/01/18 - 02/28/19) - Sewer
	542 30 31 01	Office Supplies - Street Re	101 000 542	City Street Fun	109.90 ESRI / Arc GIS Software (03/01/18 - 02/28/19) - Street
	558 60 31 00	Office & Oper Sup-Plan	001 000 558	General Fund	219.80 ESRI / Arc GIS Software (03/01/18 - 02/28/19) - Plng
16132	03/27/2018	03/27/2018	4139	Tapco Visa Card	175.00 Government Jobs.Com / Public Sector Job
	518 11 41 01	Advertising - Personnel	001 000 518	General Fund	175.00 Government Jobs.Com / Public Sector Job Posting - Senior Maintenance Supervisor (Facilities/Equipment & Parks/Recreation)
16140	03/27/2018	03/27/2018	4139	Tapco Visa Card	1,132.00 OC Rugged Laptops / Toughbook Computer - Police
	521 22 35 00	Small Tools & Equip - Poli	001 000 521	General Fund	1,132.00 OC Rugged Laptops / Toughbook Laptop Computer - Police "Officer John Roberts" (SAA No. 1633)
16141	03/27/2018	03/27/2018	4139	Tapco Visa Card	455.00 Reg On Line.Com / Grant Writing USA Class - Abbie Maenhout
	518 10 49 04	Reg & Tuition - Non Dept	001 000 518	General Fund	455.00 Reg On Line.Com / Grant Writing USA Class - Abbie Maenhout (03/15/18 - 03/16/18) Hosted By Thurston County Sheriff's Office (Tumwater, WA)
16190	03/27/2018	03/27/2018	4139	Tapco Visa Card	135.00 ICC / 2018 Dues
	524 20 49 00	Dues,Memberships,Subscri	001 000 524	General Fund	135.00 ICC / 2018 Dues "International Code Council" - Population Up To 50,000 (Bldg)
16213	03/27/2018	03/27/2018	4139	Tapco Visa Card	54.90 Amazon.Com / Linko Toner Cartridges (2 Pack)
	514 23 31 00	Office & Oper Sup-Finance	001 000 514	General Fund	54.90 Amazon.Com / Linko Toner Cartridges (2 Pack) - Finance "Canon D1520 Laser Printer"
16191	03/27/2018	03/27/2018	4177	University Place Radiator	174.74 #60915D (Elgin Crosswind Sweeper) Oil Service, Radiator Fluid Check, Full Service Inspection

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548 65 48 13	O & M - Storm		501 000 548 Equipment Ren	174.74	#60915D (Elgin Crosswind Sweeper) Oil Service, Radiator Fluid Check, Full Service Inspection
16196	03/27/2018	03/27/2018	4188 Verizon Wireless LLC	400.16	02/02/18 - 03/01/18 Air Cards (10)
521 22 42 00	Communication - Police		001 000 521 General Fund	400.16	02/02/18 - 03/01/18 Air Cards (10) - Police
16197	03/27/2018	03/27/2018	4188 Verizon Wireless LLC	276.51	Public Works Plan (9 Phones) & Global Positioning System Air Card (1)
531 50 42 00	Communication - Storm		415 000 531 Storm Drain	10.00	GPS Air Card - Storm
531 50 42 00	Communication - Storm		415 000 531 Storm Drain	59.13	PW Cell Phones (02/02/18 - 03/01/18) - Storm
534 10 42 00	Communication - Water		425 000 534 Water Fund (de	10.00	GPS Air Card - Water
534 10 42 00	Communication - Water		425 000 534 Water Fund (de	59.13	PW Cell Phones (02/02/18 - 03/01/18) - Water
535 10 42 01	Communication - Sewer		430 000 535 Sewer Fund (de	10.00	GPS Air Card - Sewer
535 10 42 01	Communication - Sewer		430 000 535 Sewer Fund (de	59.12	PW Cell Phones (02/02/18 - 03/01/18) - Sewer
542 30 42 00	Communication - Street		101 000 542 City Street Fun	10.01	GPS Air Card - Street
542 30 42 00	Communication - Street		101 000 542 City Street Fun	59.12	PW Cell Phones (02/02/18 - 03/01/18) - Street
16126	03/27/2018	03/27/2018	339 Villamor, John	6.58	Walgreens / Alkaline Batteries
521 22 31 00	Office & Oper Sup - Police		001 000 521 General Fund	6.58	Walgreens / Alkaline Batteries (Quantity: 6) - John Villamor
16127	03/27/2018	03/27/2018	339 Villamor, John	149.72	Office Depot / Vivitar Cameras (Quantity: 2)
521 22 35 00	Small Tools & Equip - Poli		001 000 521 General Fund	74.86	Office Depot / Vivitar Instant VS048 16.0 Megapixel Digital Camera - John Villamor (Sergeant Villamor's Usage - SAA No. 1631) Includes Micro Memory SD Card & 2-Year Square Trade Protection Plan
521 22 35 00	Small Tools & Equip - Poli		001 000 521 General Fund	74.86	Office Depot / Vivitar Instant VS048 16.0 Megapixel Digital Camera - John Villamor (Officer Celis' Usage - SAA No. 1632) Includes Micro Memory SD Card & 2-Year Square Trade Protection Plan
16212	03/27/2018	03/27/2018	4229 Washington State Patrol	600.00	1st Qtr 2018 Access User Fee
521 22 51 03	WACIC/NCIC		001 000 521 General Fund	600.00	1st Qtr 2018 Access User Fee
16144	03/16/2018	03/27/2018	3158 Wicker, Kelsey	109.92	07-02210.5 - 4323 67TH AVE W -A
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-33.44	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-76.48	
16173	03/27/2018	03/27/2018	6304 Wimble, Bernadette	59.00	1 Yr Library 2018
572 21 49 00	Library Services		001 000 572 General Fund	59.00	1 Yr Library 2018 / Bernadette Wimble

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16192	03/27/2018	03/27/2018	5286 Winsupply	138.13	Clean-Out Cover Lids (2), Groove Joint Pliers (1)
535 50 31 01	Oper Supplies - Sewer Mai	430 000 535	Sewer Fund (de	97.54	Non-Locking 7" Clean-Out Cover Lids (2) - Sewer
535 80 35 00	Small Tools & Equip-Swr (430 000 535	Sewer Fund (de	40.59	Groove Joint Pliers (1) - Sewer

Report Total: 134,557.09

Fund

001 General Fund	90,396.52
101 City Street Fund	12,377.27
415 Storm Drain	1,599.91
425 Water Fund (department)	12,012.80
426 Water Improvement Fund	515.00
430 Sewer Fund (department)	12,086.94
501 Equipment Rental Fund	5,568.65

This report has been reviewed by:

REMARKS:

Signature & Title

Date

CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL

Mayor Hunter T. George called the regular meeting to order at 7:00 P.M. and led the Pledge of Allegiance. Councilmembers David M. Viafore, Shannon Reynolds, Brett Wittner, Blake Surina, Denny Waltier, and Jamie Nixon were present.

PRESIDING OFFICER'S REPORT

A. AWC Center for Quality Communities Scholarship Nomination

George briefed the Council on the AWC Center for Quality Communities scholarship and the selection process of a local nominee to advance to the statewide competitive selection process. George indicated the selection committee, consisting of Mayor George, Councilmember Reynolds, City Manager Pingel, and City Clerk Nappi met to review applications and had selected Fircrest resident Kate Owens to recommend to Council. Reynolds indicated Owens best represented the qualities of what the AWC Center for Quality Communities Scholarship Fund stood for. **Wittner MOVED to nominate Kate Owens to advance to the statewide AWC Center for Quality Communities Scholarship selection process; seconded by Reynolds.** George invited councilmember comment; Waltier and Viafore commended Owens on her application and accomplishments. George invited public comment; Chief Cheesman commended Owens' volunteer efforts and congratulated her. **The Motion Carried (7-0).**

B. Presentation by NewCold Cold-Storage Warehouse

George briefed the Council on the recently constructed new automated, cold storage warehouse located to the east of Orchard Street in the City of Tacoma and introduced NewCold representatives Geert-Jan Laudy, VP of Procurement and Engineering/NewCold Tacoma Project Manager America, and Matt Richardson, Site Manager, to brief the Council on this project. Laudy and Richardson provided a brief history of the business and presented information on the facts and figures and operations as well as a video of the site operations and time lapse of the construction from start to finish. There was a question and answer session, which included:

- Future projects:
 - Coordinated efforts with the City of Tacoma to extend S Mullen Street through the landfill directly into the north entrance of the site to alleviate truck traffic on Orchard Street.
 - Potential future expansion on the east side towards the landfill behind the existing building.
- Traffic impact: 10 trucks per day (50 trucks per week) with peak time from 8:00 A.M. to 4:00 P.M. inbound movements.
- Impervious surface impact: There was a concern about effects of impervious surfaces from the new construction and Laudy and Richardson indicated two retention basins/ponds were constructed to mitigate potential impacts.

Reynolds departed at 7:44 P.M. and returned at 7:45 P.M.

C. Investment Committee Appointment

George briefed the Council on the Investment Committee and requested the Council appoint Councilmember Viafore to fulfill the vacancy on the Committee. **Reynolds MOVED to confirm the appointment of Councilmember David M. Viafore to the City of Fircrest Investment Committee; seconded by Nixon.** George invited councilmember comment; none were provided. George invited public comment; none were provided. **The Motion Carried (7-0).**

D. Community Center and Pool Update

George indicated that this would be a standing item under the Presiding Officer's Report as the project was the City's number one priority. Parks and Recreation Director Grover briefed the Council on the successful repair of the leak in the pool with Trenchless and would coordinate with KPG to perform test leaks. George indicated the Senate supplemental capital budget included \$750,000 for the Fircrest pool and while the House budget did not include anything for the Fircrest pool, the two chambers were expected to negotiate a final budget, which meant that funding for the project was part of the end-game for the session. George indicated he met with a professional fundraiser and may have her speak to Council about the fundraising process, per the Names Foundation recommendation, after an appropriate timeline has been set with ARC Architects. Viafore stated he was visited by a citizen who had inquired if it would be appropriate for citizens to send a letter/email to Representatives Kilduff and Muri in support of the project and funding request; Nixon recommended constituents should reach out to their representatives and engage with their elected officials regarding projects they support.

CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

George invited public comment. None were provided.

COMMITTEE, COMMISSION, AND LIAISON REPORTS**A. Parks and Recreation**

Wittner commented on the Community Center and Pool update and ARC Architects professional services agreement, and reported Daddy Daughter dance was a success. Viafore inquired if the event report would be provided by staff soon and Grover indicated it would be included in a quarterly report. After a brief discussion on the benefits and disadvantages of reporting on a quarterly basis, Pingel indicated staff would review and report back on the reporting mechanism.

B. Pierce County Regional Council

Reynolds indicated that the Pierce County Regional Council General Assembly met to approve the annual budget and reported the Fircrest Emerson Sidewalk project was awarded the Healthy Communities platinum award by the Tacoma-Pierce County Health Department. George thanked Reynolds for attending and representing the City of Fircrest.

C. Public Safety, Court

Viafore reported that Court revenues have increased and that the Police Department is fully staffed. Viafore indicated that the preliminary aspects of taking over the Ruston court were being discussed and that the Fircrest Court Administrator would be observing Ruston court. Viafore reported that continued safety issues of City Hall were being discussed, including secured glass and counters. Viafore indicated the two new police vehicles were being equipped and would be in service in the next few weeks, and that the City received a couple grants for radars and a semi-portable solar speed sign. Viafore stated that Pierce County has lowered the booking rates for the jail, and that police vehicles would be parked in the bays for security reasons. Viafore indicated he met with Sheriff Pastor to discuss South Sound 911 and the specialized services contract. Viafore recommended staff look into Reynolds inquiry on the Court revenue increase; Finance Director Corcoran indicated there were numerous factors that could cause an increase in Court revenues and the difficulties in developing projections. Viafore added that the contract with the City's collection agency should be reviewed, and the City should go out to bid to maximize recoveries.

D. Street, Water, Sewer, and Storm Drain

Surina reported on the status of capital projects, and stated that the energy efficiency of the new pump station contributed to lower power consumption. Surina reported that the City was able to secure the landscape contract at the budgeted amount, with added services throughout the year.

Reynolds departed at 8:08 P.M.; Reynolds returned 8:10 P.M.

CONSENT CALENDAR

George requested the City Clerk read the Consent Calendar as follows: approval of Voucher No. 210828 in the amount of \$400.00; approval of Voucher Check No. 210829 through Voucher Check No. 210885 in the amount of \$95,554.97; approval of Payroll Check No. 13072 through Payroll Check No. 13077 in the amount of \$98,609.80; and approval of the February 13, 2018 regular Council meeting minutes. **Wittner MOVED to approve the Consent Calendar as read; seconded by Surina. The Motion Carried (6-0) – Reynolds not present.**

PUBLIC HEARING

No public hearing was scheduled.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

A. Liquor License Renewal: Fircrest Golf Club

Pingel 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 the Fircrest Golf Club at 1500 Regents Boulevard. Pingel 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. **Wittner MOVED to register no objections to the liquor license renewal for the Fircrest Golf Club; seconded by Reynolds.** George invited councilmember comment; none were provided. George invited public comment; none were provided. **The Motion Carried (7-0).**

B. Liquor License Renewal: Pint Defiance

Pingel 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 Pint Defiance at 2049 Mildred Street. Pingel 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. **Viafore MOVED to register no objections to the liquor license renewal for Pint Defiance; seconded by Reynolds.** George invited councilmember comment; none were provided. George invited public comment; none were provided. **The Motion Carried (7-0).**

C. Budget Amendment: 1st Reading

Corcoran briefed the Council on the first reading of the request for additional appropriations for anticipated revenues and expenditures not foreseen at the time of filing the 2018 Preliminary Budget and not provided for in the Adopted 2018 Budget. Corcoran stated the proposal would provide the necessary budget to match the actual Beginning and Ending Fund

Balances as well as provide budget for several items outlined in the proposed amendment. George invited councilmember comment; Viafore inquired if the City was in deficit spending; Corcoran indicated that due to the rollover amounts and the use of the 44th/Alameda funds, the City would be in the black. Viafore inquired on the City Manager yearly cost for cell phone; Corcoran indicated the costs were associated to the cellular phone upgrade from a flip phone to a smart phone. Viafore informed Council that there was a chance he would not attend the March 13th meeting and noted that a super majority would be needed to approve the budget amendment. Surina inquired if the rollover amount for the utility shed (Parks) carried over; Corcoran indicated that it was not included in the 2018 Budget process nor was there a request to include it. Grover indicated that the structure was safe.

D. Resolution: Greenleaf Landscaping Maintenance Agreement

Corcoran briefed the Council on the ten-month maintenance agreement with Greenleaf Landscaping, Inc. for landscape maintenance services for the City of Fircrest. Corcoran stated the total contract price was \$36,847.80 plus tax and that there were sufficient funds for these services in the 2018 Budget. **Reynolds MOVED to adopt Resolution No. 1523, authorizing the City Manager to execute a landscape maintenance agreement with Greenleaf Landscaping, Inc. to provide landscape maintenance services for the City of Fircrest; seconded by Waltier.** George invited councilmember comment; Reynolds commented on the inclusion of the exhibit maps into the contract, and Viafore commented on the quality of work Greenleaf Landscaping has provided in the past. George invited public comment; none were provided. **The Motion Carried (7-0).**

E. Resolution: ARC Architects Professional Services Agreement

Pingel briefed the Council on the recommended agreement with ARC Architects to provide professional services to the City of Fircrest to continue the design of the Roy H. Murphy Community Center and Community Pool. Pingel stated the proposed fees total \$252,763 and consistent with the Washington state fee schedule. **Reynolds MOVED to approve Resolution No. 1524, authorizing the City Manager to execute an agreement with ARC Architects to provide professional services to the City of Fircrest to continue the design of the Roy H. Murphy Community Center and Community Pool; seconded by Waltier.** ARC Architects Principal Stan Lokting briefed the Council on the contract for schematic design, which would consider design options and design and engineering refinements. Lokting indicated this work would include public, Council, and design meetings with the Steering Committee and construction cost estimates and budget development, renderings for communicating design ideas, insights into City's history, project scheduling, and a site survey as well as cost recovery and obligations to run the operations. There was a brief discussion regarding phased project construction, construction and soft costs, site design options and opportunities, and the expertise and leadership ARC Architects would provide to bring this to fruition. George invited public comment; none were provided. **The Motion Carried (7-0).**

F. Resolution: Mayors Against Illegal Guns Coalition

Reynolds briefed the Council on a proposed resolution that would authorize the Mayor to sign the Mayors Against Illegal Guns Statement of Principles. Reynolds indicated the coalition advocates for common-sense gun laws that reduce gun violence, and encourages other mayors to sign the Statement of Principles supporting their efforts. **Reynolds MOVED to approved Resolution No. 1525, authorizing the Mayor to sign the Mayors Against Illegal Guns Statement of Principles; seconded by Nixon.** George invited councilmember comment; Nixon indicated he was in support of the statements but questioned if the statements were a

statement of values versus a statement of action. There was a brief discussion regarding the pros and cons of supporting the Statement of Principles, which included what functional actions would change if the City supported these principles, standing in solidarity with other cities in the coalition, the divisive nature of the issues under consideration, how local governments have little to no control over gun laws and their responsibility to their citizens, and the function and role of City Council and representing its citizens. After a brief discussion to table this item, Reynolds read the following into the record:

“I want to start my comments by recognizing someone who is with us in the audience tonight. My dear friend Sandy Aponte has been a dedicated advocate on this topic, and a continual source of inspiration throughout my career with regard to both this issue and more. Thank you, Sandy, for being with us.

Washington State reported 718 deaths as a result of firearms in 2015. This is a rate of 9.8 per 1,000 deaths. These deaths comprise a large amount of the deaths attributed to both accidents and suicides, the 4th and 8th leading causes of mortality in Washington, respectively. In fact, Washington State is ranked 22nd highest in suicides nationwide above the median line. Although Washingtonians suffer from firearm attrition at a rate that is 12% less than the national mean, this does not excuse the 718 preventable deaths in 2015. More concerning, rates of firearm deaths continued to increase over the last statistical cycle, rising more than 1% over the 2014 figures.

Alarming, the rate of gun death nationally has also increased-- 7.5% over the interval 2014 to 2015. For comparison, the US population grew by seven-tenths of one percent over the same time period. This means that the rate of gun deaths was increasing more than ten times as fast as the population at-large during the last reporting cycle. These figures are all sourced from the US Centers for Disease Control & Prevention.

Since 2005, the CDC has upgraded Washington’s firearm death outlook to the optimal category in a five-category classification system, from the second-best category to the best. While this is encouraging on its face, what is distressing is that the metrics of the classification system were changed in the intervening time to reflect the proliferation of gun violence. To achieve an optimal classification in 2005, states had to have a firearm death rate under 7.0; the lowest rate in any state that year was 2.1 per one thousand. But in 2016, that figure was increased from 7.0 to 9.0, and the lowest rate reported increased dramatically to 3.4. The state achieving the lowest rate in 2005, Hawaii, more than doubled its firearm deaths in ten years from 28 to 66.

Optimistically, Washington State performs well relative to other states; and I believe that is at least in part because our citizens care deeply about the welfare and safety of others. One of the principles in the resolution before us is to support extending background check requirements to all gun sales. At the federal level, this is an initiative that is supported by 97% of polled US registered voters in nonpartisan polling conducted by Quinnipiac University. (The Hill)

The great news about this is that such a measure already exists in Washington State. The law, which started its life as Initiative 594 in 2014, garnered over 246,000 signatures to be added to the ballot and received widespread support. Public figures from both parties, including Republicans King County Prosecutor Dan Satterberg and

former Governor and US Representative Dan Evans and Democrats former US Representative Gabrielle Giffords and Snohomish County Prosecutor Mark Roe, released statements in support of the measure. The former executive of the Washington Council of Police & Sheriffs and president of the Washington State Patrol Troopers' Association additionally issued statements of support. And in November of 2014, the bill passed overwhelmingly into law, receiving 59% of the vote. The initiative went on to become RCW 9.41.113. Legal challenges brought against the law in 2015 were dismissed in October 2017 by the Ninth Circuit Court of Appeals, upholding the new stricter background check requirements as the law of the land.

By adding our city to the list of mayors in support of these values, we are in alignment with currently existing state statute and lending vocal support to these efforts. We are also standing in solidarity with the predecessors that have come before us. This is important.

As city councilors, our hands are largely tied. There is not much within our legal jurisdiction that can be accomplished. I feel it is extremely powerful and necessary that we do what we can do, even if it is a simple resolution of support. In the face of difficult odds and need for change, it is often difficult to act; however it is imperative that we should discuss this issue. Just as this Council has passed resolutions in the recent past acknowledging the need for dedicated efforts to abate the incidence of heart disease, rare diseases, and prostate cancer, this is a public health concern that affects our constituents and communities.

With that said, I urge us to consider the final two principles: sharing information on best practices and inviting other cities to join. We have a moral and ethical duty to provide our citizens with high-quality services, and prime among them is a safe environment. We can equip ourselves with education on laws, best practices, safety and current events in a concerted effort to help reduce the impact of this devastating phenomenon on our community.

As a small city, we frequently discuss our unique place in regional policy and the frustration of having limited resources and audience. In this effort, we have a wonderful chance to outreach and have our values heard. On the list of supporting cities, our name is equal, and we have a perfect opportunity to work together with other cities to communicate a worthwhile message.”

George invited public comment; the following provided comment:

- David Hazel, 1318 Farallone Avenue, commented on his opposition to this measure.
- Sandra Aponte, Puyallup, commented on the passing of her son from an accidental shooting and gun safety and common sense gun laws.
- Sandra Robinson commented on the impact of gun violence and requested Council to table this item in order to gather more information about the gun control safety measures.
- Zelda Robinson commented on the impact of gun violence has had on her family and to treat this issue like a public health problem.
- Brian Rybolt, 1036 Daniel Drive, commented on his opposition to this measure.
- Nancy Atwood, 1204 Farallone Avenue, commented on the divisive nature of this emotional issue and in agreement with the consensus of the Council's sentiments.
- Evan Lee, 514 Ramsdell Street, commented on his support of issues regarding illegal guns.

Reynolds thanked Council for the constructive dialogue. Nixon requested to table this item to allow the public to weigh in on this issue. Viafore stated his opposition to table this item and to not vote in support of this measure as locally elected officials were not elected to make decisions of this nature. George thanked the public for their comments and agreed with Nixon to allow for public input, and commented on what the community could do like community policing and providing a safe environment for children like the community center and pool. Waltier commented on his concern over the broad nature of the measure and stated there were precautionary measures that could be taken. Viafore called the question and George requested a vote on the motion. **The Motion Failed.**

CITY MANAGER COMMENTS

Pingel recognized the Public Works and Police departments for their coordinated efforts in the snow/ice removal and road safety. Pingel commented on his observations of Pierce County connections that the City has in Olympia.

DEPARTMENT HEAD COMMENTS

- Public Works Director Wakefield provided an update on his research on a natural gas generator, stating that due to utility systems and code backup requirements for electrical control, he recommended the City continue with a diesel generator for utility purposes. Viafore commented that the City of Fife was evaluating a natural gas generator for a similar situation.

COUNCILMEMBER COMMENTS

- Viafore inquired if there was any damage to the Regents/Orchard traffic island and Police Chief Cheesman indicated that even though a vehicle slid and breeched the island due to ice, Public Works staff and he found little damage. Cheesman indicated he would report back to confirm.
- Reynolds thanked Council and the public for the productive dialogue and stated she was available to continue the conversation for those interested.
- Wittner, Waltier, and Surina thanked the public for their attendance and participation.
- Nixon commented on the Washington state legislators actions to exempt themselves from the Public Records Act and encouraged those concerned to contact the Governor's office.
- George commented on the Daddy Daughter dance event, recognition of the police officer on duty and how it related to positive community policing. George thanked Public Works staff for giving their time to show him and his son the work that they do. George thanked Public Works staff for their vigilance and reporting of the suspicious activity to the Police Department.

EXECUTIVE SESSION

At 9:45 P.M., George reported that Council would convene into Executive Session, not to exceed the hour of 10:00 P.M., to discuss labor agreements pursuant to RCW 42.30.140 and to discuss the performance of a public employee pursuant to RCW 42.30.110.

The Council reconvened into regular session at 9:56 P.M.

ADJOURNMENT

Reynolds MOVED to adjourn the meeting at 9:56 P.M., seconded by Wittner. The Motion Carried (7-0).

Hunter T. George, Mayor

Jessica Nappi, City Clerk

CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL

Mayor Hunter T. George called the regular meeting to order at 7:00 P.M. and led the Pledge of Allegiance. Councilmembers Shannon Reynolds, Brett Wittner, Blake Surina, Denny Waltier, and Jamie Nixon were present. Councilmember David M. Viafore was absent and excused.

PRESIDING OFFICER'S REPORT

A. Community Center and Pool Update

Pingel indicated that \$750,000 for the Fircrest Pool project has been included in the state capital budget and thanked the legislative delegation for their sponsorship of the City's capital request. Pingel indicated that the Steering Committee for the Community Center and Pool would be on the March 19th study session for discussion. Parks and Recreation Director Grover briefed the Council on the pool repair and stated that KPG indicated the repair would be suitable for a short term life (2-3 years) until such time as a new pool facility could be built. Grover provided a timeline of next steps, which included filling the pool in March to evaluate the incoming water supply lines, the integrity of the pipe structure, and all other aspects of the pool system to judge the feasibility of opening the pool for this upcoming season. There was a brief discussion about a new drainage system for the new pool, identifying the main contributor of the water leak, and identifying stakeholders, individuals, and target groups to consider for the Steering Committee. Pingel indicated ARC Architects would be issuing a project timeline soon.

CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

George invited public comment. The following individuals provided comment:

- Jane Harper, 1005 Brentwood Place, commented on drainage on Alameda Avenue and on water utility billing. Public Works Director Wakefield indicated that the City was aware of the drainage issue on Alameda and was working on obtaining funding for a grind and overlay project to reestablish the curb and curb line for drainage. There was a brief discussion regarding the context of the Council adopted 3-year rate adjustments for utilities as well as investigating summer rates and water conservation. Finance Director Corcoran indicated the City offers budget payment plans for utility bills and George requested Harper work with staff to discuss payment options.
- Bonnie Blair, 521 Monterey Lane, commented on utility rates.

COMMITTEE, COMMISSION, AND LIAISON REPORTS

A. Administration

Waltier reported that he and George were meeting with Pingel weekly and have discussed the following concepts: Council retreat, island electronic clock, High Tank painting project, convening the Investment Committee, and the City's grant writer.

B. Environment, Planning and Building

Reynolds reported that the items coming before the Planning Commission appeared to be routine and non-controversial. George added that the City would be advertising for the two soon-to-be Planning Commission vacancies.

C. Finance, IT, Facilities

Nixon reported that Finance has secured two interns from Tacoma Community College who would assist the Department from April through June.

CONSENT CALENDAR

George requested the City Clerk read the Consent Calendar as follows: approval of Voucher No. 210886 through Voucher Check No. 210972 in the amount of \$140,350.16; approval of Payroll Check No. 13078 through Voucher Check No. 13087 in the amount of \$6,626.87; approval of Payroll Check No. 13088 through Payroll Check No. 13093 in the amount of \$87,815.49; approval of Payroll Check No. 13094 through Payroll Check No. 13099 in the amount of \$99,445.39; and approval of the February 20, 2018 special Council meeting minutes. **Reynolds MOVED to approve the Consent Calendar as read; seconded by Waltier. The Motion Carried (6-0).**

PUBLIC HEARING

No public hearing was scheduled.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

A. Ordinance: Budget Amendment – 2nd Reading

Corcoran briefed the Council on a request for additional appropriations for anticipated revenues and expenditures not foreseen at the time of filing the 2018 Preliminary Budget and not provided for in the Adopted 2018 Budget. Corcoran called attention to the addition to the budget proposal since the 1st reading, which was the ARC Architects service agreement for continuing design of the Roy H. Murphy Community Center and the Community Pool. Corcoran stated this item would reduce the Designated Fund Balance-44th/Alameda by \$252,763. **Waltier MOVED to adopt Ordinance No. 1614, authorizing expenditures of funds for matters not foreseen at the time of filing of the 2018 Preliminary Budget and not provided for in the Adopted 2018 Budget; seconded by Reynolds.** George invited councilmember comment; none were provided. George invited public comment; none were provided. **The Motion Carried (6-0).**

B. Resolution: Wellness Program

Corcoran briefed the Council on the City's employee Wellness Program activities and the benefits of the Wellness Program. Corcoran indicated the City earned the Association of Washington Cities (AWC) Well City Award, which provides the City a 2% discount on medical insurance premiums. **Reynolds MOVED to adopt Resolution No. 1525 expressing continued support for the City of Fircrest Employee Wellness Program; seconded by Nixon.** George invited councilmember comment; Surina and George commended the Wellness Committee their efforts. Nixon inquired about the Police Virtual 5K Wellness activity; Corcoran indicated it is an activity to increase participation from those with shift-schedules. George invited public comment; none were provided. **The Motion Carried (6-0).**

C. Resolution: KPG, P.S. Professional Services Agreement Amendment

Wakefield briefed the Council on the proposed third amendment to the professional services agreement with KPG, P.S. to provide on call engineering services for transportation type projects and additional services as needed. Wakefield indicated that the amendment to the existing on call agreement would allow the City to obtain the services as-needed that are beyond just street and transportation elements. **Reynolds MOVED to adopt Resolution No. 1526, authorizing the City Manager to execute a third amendment to the Professional Services Agreement with KPG, P.S. for providing on call engineering services for**

transportation type projects and additional services as needed; seconded by Wittner. George invited councilmember comment; none were provided. George invited public comment; none were provided. **The Motion Carried (6-0).**

CITY MANAGER COMMENTS

Pingel called attention to a Municipal Research and Services Center (MRSC) article on the Washington State Court of Appeals clarification under which personal Facebook posts could be considered public records. Pingel indicated staff was working with ARC Architects on a tentative project schedule, and indicated the March 19th Council study session would include discussions on 2017 Police Statistics, ERR, and Steering Committee. Pingel commended the City's grant writer and her work on the state capital budget application for the Fircrest Pool project and commented that he and City's grant writer have met to develop goals to be as effective as possible in that role. Pingel indicated that the grant writer would be applying for two RCO Grants this year. Nixon shared information on recent cases regarding elected officials blocking individuals on Facebook and expressed awareness moving forward.

DEPARTMENT HEAD COMMENTS

- Planning and Building Administrator Stahlnecker reported that she and staff went door to door to the City's newly annexed residents to hand out welcome packets and conduct the State required survey. Stahlnecker indicated that the road signs have been updated; however staff would continue to issue reminders to residences in need of updating their street numbers in order to aid emergency first responders who respond to calls for service. Stahlnecker briefed the Council on the City's website improvements, which include a page dedicated to up-to-date information. Stahlnecker indicated she would like to pursue the feasibility and strategy of a tree bank contribution in lieu of on-site tree replacement program. Reynolds stated this kind of program could accomplish several goals, including becoming a Tree City and replacing the City's aging, well established trees.
- Police Chief Cheesman commented on the benefits of the Wellness Program and provided an update on the Orchard Street burglary.
- Public Works Director Wakefield provided an update on the Drake Street Lift Station project, indicating it would go out to bid with an addendum on March 15th.
- Parks and Recreation Director Grover responded to a question from Wittner regarding a status update on the tennis courts at Whittier. Grover indicated the project would go out to bid soon and construction for the resurfacing would take place over 3-4 days during optimal weather conditions (May or June). George added that there may be a list of suggested vendors from Metro Parks to consider to obtain competitive bids.

COUNCILMEMBER COMMENTS

- Wittner thanked the public for their attendance and participation and reminded residents to lock their vehicles to prevent theft.
- Waltier commented on the Alameda and Emerson traffic signal improvement and looked forward to the traffic signal improvement at the intersections of Alameda and Regents.
 - Bonnie Blair, 521 Monterey Lane, commented on parking and the right-of-way near the Tot Lot and safety concerns.
- Surina brought attention to Senior Maintenance Supervisor, Gary Mim's announcement of retirement after 35 years of service to the City of Fircrest and commended his accomplishments.

- George requested help in promoting and encouraging residents to attend the 2017 Police Statistics update scheduled for March 19th study session. George thanked the legislative delegation for sponsoring the City’s capital budget request and indicated Senator O’Ban and Representatives Kilduff and Muri would brief the Council in April on a legislative update.

EXECUTIVE SESSION

At 8:05 P.M., George reported that Council would take a five-minute recess and convene into Executive Session, not to exceed the hour of 8:35 P.M., to discuss labor agreement pursuant to RCW 42.30.140. George noted that Pingel, City’s Labor Attorney, John Lee, and Councilmember Viafore (via conference call) would be joining the Executive Session.

At 8:28 P.M., George came out of Executive Session and extended the Executive Session to no later than 8:45 P.M.

The Council reconvened into regular session at 8:43 P.M.

ADJOURNMENT

Reynolds MOVED to adjourn the meeting at 8:43 P.M., seconded by Wittner. The Motion Carried (6-0).

Hunter T. George, Mayor

Jessica Nappi, City Clerk

NEW BUSINESS: **Pierce County Transit Board Elections: Ballot Nomination
ITEM 10A.**

FROM: **Scott Pingel, City Manager**

RECOMMENDED MOTION: I move to cast the City of Fircrest's vote for Councilmember Nancy Henderson of the City of Steilacoom to serve a three-year term on the Pierce Transit Board representing the cities of Auburn, Fircrest, Gig Harbor, Pacific, Ruston and Steilacoom, with a term beginning May 1, 2018 and ending April 30, 2021.

PROPOSAL: The Council is being asked to consider the nomination of Nancy Henderson of the City of Steilacoom to serve on the Pierce Transit Board for a three-year term commencing May 1, 2018 and expiring April 30, 2021.

FISCAL IMPACT: None identified.

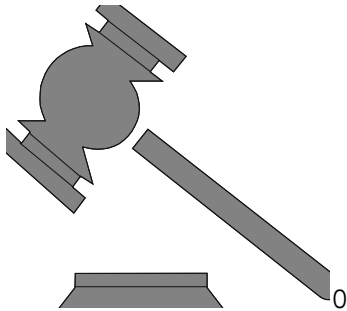
ADVANTAGE: Allows Council to participate in Pierce Transit Board elections.

DISADVANTAGES: None identified.

ALTERNATIVES: Council could choose not to participate.

HISTORY: Pierce Transit issued notification to the cities of Auburn, Fircrest, Gig Harbor, Pacific, Ruston and Steilacoom requesting council nominations of a representative to fill an upcoming vacant position on the Pierce Transit Board that would represent the aforementioned cities. Pierce Transit received nominations from the City of Gig Harbor and the Town of Steilacoom, both nominating Councilmember Nancy Henderson to serve as the representative on the Pierce Transit Board. No other nominations from the other respective cities or towns were received.

ATTACHMENT: [Pierce Transit Board Ballot](#)



OFFICIAL BALLOT

Candidate: Nancy Henderson, Town of Steilacoom

The city/town of _____ wishes to cast its vote for Councilmember/Mayor _____ of the City of _____ to serve a three-year term on the Pierce Transit Board representing the Cities or Towns of Auburn, Fircrest, Gig Harbor, Pacific, Ruston and Steilacoom, with a term beginning May 1, 2018 and ending April 30, 2021.

Date: _____

By: _____
Title: _____

This form must be accompanied by a certified copy of the council resolution or motion. Ballots must be received by Pierce Transit's Clerk of the Board by **5:00 PM, March 28, 2018**.

NEW BUSINESS: **Drake Street Lift Station Project Contract Award**
ITEM 10B.

FROM: **Jerry Wakefield, Public Works Director**

RECOMMENDED MOTION: **I move to authorize the City Manager to award the contract for the Drake Street Lift Station Project to Pape & Sons Construction, Inc. for \$404,981.50 plus a contingency amount of \$10,000.00 for a total of \$414,981.50 to prepare and execute the required contract documents, and to give the “Notice to Proceed” to commence construction of the project.**

PROPOSAL: It is proposed that the City of Fircrest award the contract for the Drake Street Lift Station Project to Pape & Sons Construction, Inc. for a total project cost of \$404,981.50 plus a contingency amount of \$10,000.00 for a total amount of \$414,981.50. By this action, the Council gives authorization to prepare and execute contract documents, and give the low bidder a “Notice to Proceed” with the work detailed in the plans and specifications.

FISCAL IMPACT: Six bids were received, ranging from \$404,981.50 to \$668,027.15. The engineer’s estimate was \$397,123.65. The budget amount for this project is \$400,000.00. A budget adjustment amount of \$15,000.00 would be needed to award this project with contingencies. This amount would be use from the ending fund balance of the sewer capital fund.

ADVANTAGE: These bids were evaluated and found to be good bids. While they are over the engineer’s estimate, the engineer has evaluated them and provided a response regarding the overage. See attached letter. The low responsive bidder is a contractor that has worked for the City in the past and has provided the City with a good product and a fair price.

DISADVANTAGES: Since the bid is over the budgeted amount, the project would require utilizing a small portion of the ending fund balance.

ALTERNATIVES: Reject all bids and rebid the project, or not proceed with the project. Neither option is recommended.

HISTORY: This project is to upgrade a 40-year old lift station. The upgrade of this lift station would standardize the lift station similar to the Alameda lift station. Murraysmith completed the design and estimate. Six bids were received on March 15, 2018. The low bid, Pape & Sons, was responsive. Pape & Sons has also done prior projects with the City and those projects were successful and came in within the bid amount. Murraysmith tabulated the bids and provided the attached bid tabulation as well a letter of recommendation of award.

ATTACHMENTS: [Certified Bid Tabulation](#)
[Murraysmith Letter Recommendation for Award](#)

Bid Tabulation Sheet
City of Fircrest
Drake Street Lift Station Project
20-Mar-18

Bid Item #	Item	QTY	UNIT	Engineer's Estimate		Pape & Sons Construction, Inc.		Gary Harper Construction, Inc.		Award Construction		NW Cascade, Inc.		McClure & Sons		W.S. Contractors LLC	
1	Mobilization	1	LS	\$32,850.00	\$32,850.00	\$19,000.00	\$19,000.00	\$34,200.00	\$34,200.00	\$36,000.00	\$36,000.00	\$35,000.00	\$35,000.00	\$30,000.00	\$30,000.00	\$86,250.00	\$86,250.00
2	Temporary Traffic Control	1	LS	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$6,800.00	\$6,800.00	\$43,000.00	\$43,000.00	\$27,450.00	\$27,450.00	\$20,000.00	\$20,000.00	\$30,000.00	\$30,000.00
3	Shoring and Trench Safety	1	LS	\$2,500.00	\$2,500.00	\$1,000.00	\$1,000.00	\$4,600.00	\$4,600.00	\$8,000.00	\$8,000.00	\$1,000.00	\$1,000.00	\$5,000.00	\$5,000.00	\$12,000.00	\$12,000.00
4	Temporary Erosion and Sediment Control	1	LS	\$5,000.00	\$5,000.00	\$1,000.00	\$1,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$4,650.00	\$4,650.00	\$10,000.00	\$10,000.00	\$5,000.00	\$5,000.00
5	Lift Station Upgrades, Complete	1	LS	\$319,000.00	\$319,000.00	\$345,500.00	\$345,500.00	\$407,800.00	\$407,800.00	\$370,000.00	\$370,000.00	\$417,500.00	\$417,500.00	\$422,951.00	\$422,951.00	\$474,600.00	\$474,600.00
	Subtotal				\$361,350.00		\$368,500.00		\$455,400.00		459,000.00		485,600.00		487,951.00		\$607,850.00
	Sales Tax (9.9%)				\$35,773.65		\$36,481.50		\$45,084.60		45,441.00		48,074.40		48,307.15		\$60,177.15
	Total				\$397,123.65		\$404,981.50		\$500,484.60		504,441.00		533,674.40		536,258.15		\$668,027.15

*Note 1

*Note 1 Did not attach the Mandatory Bidder's Responsibility Checklist



17-2081

Date: March 20, 2018

Mr. Jerry Wakefield
Public Works Director
City of Fircrest Public Works Department
115 Ramsdell Street
Fircrest, WA 98466

Re: Recommendation for Award – Drake Street Lift Station Project

Dear Jerry,

Per your request, we have reviewed the six bid packages received for the subject project. The low bidder was Pape & Sons Construction, Inc. Their bid was \$404,981.50, including Washington State sales tax. The engineer's estimate, including Washington State sales tax, was \$397,123.65.

Pape & Sons, Inc. included all of the forms in their bid package as required by the contract documents and acknowledged receipt of Addenda Nos. 1, 2 and 3.

We reviewed all the websites on the mandatory bidder responsibility checklist. Pape & Sons, Inc. is a registered contractor in the State of Washington. Their license is current through April 2019. Pape & Sons, Inc. has a current UBI number, has industrial insurance coverage, is registered with the Employment Securities Department and has a State Excise Tax Registration Number. They are not listed on the Contractor and Plumber Infraction List and are not disqualified from bidding.

Based on the bids received and the prior work history for the City, we recommend award of the subject contract to Pape & Sons, Inc.

Enclosed are the original six bid packages for your records and files. Please feel free to contact us if there are any questions or concerns.

Sincerely,

A handwritten signature in blue ink, appearing to read "Brian Casey", is written over the printed name.

MURRAYSMITH
Brian Casey, PE

NEW BUSINESS: **Fircrest Pool, Community Center and Parks Steering Committee
ITEM 10C.**

FROM: **Scott Pingel, City Manager**

RECOMMENDED MOTION: **I move to adopt Resolution No. _____, establishing the
Fircrest Pool, Community Center and Parks Steering Committee.**

PROPOSAL: The Council is being asked to establish the Fircrest Pool, Community Center and Parks Steering Committee to guide the Roy H. Murphy Community Center and Community Pool project scope and design and provide a stabilizing influence so organizational concepts and directions are established and maintained with a visionary view.

FISCAL IMPACT: None identified.

ADVANTAGE: The Steering Committee will provide recommendations for City Council approval as well as advising the City Council on the project generally, and guide the project scope and design, help make the business case for the projects, and help with public education. The Steering Committee will also monitor and review project status, as well as provide oversight of the deliverables.

HISTORY: The City Council, Fircrest Parks and Recreation Comprehensive Plan, and 2017 City of Fircrest Pool and Roy H. Murphy Community Center Survey identified the Community Center and Pool as the top priority. At its February 27, 2018 meeting, the City Council secured the professional services of ARC Architects to provide professional services to continue the design of the Roy H. Murphy Community Center and Community Pool, which include a schematic design phase, and public, Council, and design meetings with the Steering Committee. During the March 13, 2018 study session, Council and staff discussed the Steering Committee Charter and identified target groups to consider for membership.

ATTACHMENTS: [Resolution](#)
[Steering Committee Charter](#)

**CITY OF FIRCREST
RESOLUTION NO. ____**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON, ESTABLISHING THE FIRCREST
POOL, COMMUNITY CENTER AND PARKS STEERING
COMMITTEE.**

WHEREAS, the City of Fircrest City Council has identified the Fircrest pool, community center and parks as a top priority; and

WHEREAS, the City Council secured the professional services of ARC Architects to provide professional services to continue the design of the Roy H. Murphy Community Center and Community Pool; and

WHEREAS, the project overview includes a schematic design phase and public, Council, and design meetings with the Steering Committee in order to provide a stabilizing influence so organizational concepts and directions are established and maintained with a visionary view; and

WHEREAS, the City Council desires to create a citizen advisory committee as per the Fircrest City Council Rules of Procedures; and

WHEREAS, the primary function of the Fircrest Pool, Community Center, and Parks Steering Committee is to guide the project scope and design, help make the business case for the projects, and help with public education; and

WHEREAS, the City has prepared a Steering Committee Charter outlining the purpose, primary functions, and roles and responsibilities membership and meeting schedule and process. Now, Therefore

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FIRCREST:

Section 1. That the Fircrest Pool, Community Center and Parks Steering Committee is hereby created and the proposed charter is adopted to guide the establishment of the Committee.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON**, at a regular meeting thereof this 27th day of March, 2018.

APPROVED:

Hunter T. George, Mayor

ATTEST:

Jessica Nappi, City Clerk

APPROVED AS TO FORM:

Michael B. Smith, City Attorney

Fircrest Pool, Community Center and Parks Steering Committee Charter

Project Name: Fircrest Pool, Community Center, and Parks Steering Committee

Prepared By: City of Fircrest

Date: 3-21-18

A Purpose of the Steering Committee

Primary Functions

The primary function of the Fircrest Pool, Community Center, and Parks Steering Committee is to guide the project scope and design, help make the business case for the projects, and help with public education. The Steering Committee will monitor and review project status, as well as provide oversight of the deliverables.

The Steering Committee provides a stabilizing influence so organizational concepts and directions are established and maintained with a visionary view. Members of the Steering Committee ensure business objectives are being adequately addressed and the projects remain under control. In practice these responsibilities are carried out by performing the following functions:

- Monitoring and review of the projects at regular Steering Committee meetings;
- Providing assistance to the projects when required;
- Controlling project scope as emergent issues force changes to be considered, ensuring that scope aligns with the requirements of the City Council and any key stakeholder groups;
- Resolving project conflicts and disputes, reconciling differences of opinion and approach; and
- Presentation of project deliverables to the City Council to take official action.

Recommendation/Advisory Responsibilities

The Steering Committee is responsible for providing recommendations for City Council approval as well as advising the City Council on the project generally. These responsibilities may include:

- Prioritization of project objectives and outcomes;
- Vetting deliverables as identified in the project scope;
- Budget, ensuring that effort, expenditures and changes are appropriate to stakeholder expectations; and
- Bring necessary recommendations for the project to the City Council for official action.

B Steering Committee

Membership

Steering Committee will consist of the following stakeholder members and roles:

Name/Stakeholder Group	Role
Brett Wittner, Fircrest City Council	Committee Chair
Scott Pingel, City of Fircrest	Project Supervisor
Jeff Grover, City of Fircrest	Project Manager
Soccer Club	Member
Swim Team	Member
Swim Lesson Participants	Member
Tennis Players	Member
Men's Baseball Players	Member
Men's Basketball Players	Member
Immediate Neighbors	Member
Youth Coaches	Member
Senior Card Players	Member
Table Tennis Players	Member
Open Gym Players	Member
After School Youth	Member
Tot Lot/Toddler Gym Parents	Member
Instructors	Member
Resident Facility Renters	Member
Kiwanis	Member
Rotary	Member

Additional committee members will be identified by the Mayor and City Council. City of Fircrest Staff (Project Supervisor and Project Manager) will provide staff support and guidance to the committee.

Role of a Steering Committee member

It is intended that the Steering Committee leverage the experiences, expertise, and insight of key individuals at organizations that have a stake in the operations and programming of the Fircrest Pool, Community Center and Parks. Steering Committee members are not directly responsible for managing project activities, but provide support and guidance for those who do. Thus, individually, Steering Committee members should:

- Understand the strategic implications and outcomes of initiatives being pursued through project outputs;
- Appreciate the significance of the projects for some or all major stakeholders and represent their interests;
- Be genuinely interested in the initiative and be an advocate for broad support for the outcomes being pursued; and
- Have a broad understanding of project management issues and approach being adopted.

In practice, this means they:

- Review the status of the projects;
- Ensure the projects' outputs meet the requirements of the key stakeholders and City Council;
- Help balance conflicting priorities and resources;
- Provide guidance to the project team and users of the projects' outputs;
- Consider ideas and issues raised;
- Foster positive communication outside of the Team regarding the projects' progress and outcomes; and
- Report on project progress to the City Council and Fircrest residents.

C Steering Committee Meetings**Meeting Schedule and Process**

The Team will meet monthly or as required to keep track of issues and the progress of the project.

The Committee Chair facilitates the Steering Committee Meetings. The Team will follow modified Roberts Rules of Order in the conduct of meetings, motions, discussion and voting.

The committee may make decisions regarding the need for additional committee organization such as a Vice Chair to facilitate meetings in the absence of the Committee Chair, or a Secretary to take notes of the meeting to disseminate to Steering Committee members, the City Council and public.