

**FIRCREST CITY COUNCIL  
REGULAR MEETING AGENDA**

**TUESDAY, APRIL 10, 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. Administration
  - B. Environment, Planning and Building
  - C. Finance, IT, Facilities
- 7. CONSENT CALENDAR**
  - A. Approval of [vouchers](#)/payroll checks
  - B. Approval of minutes: [March 19, 2018 Special Minutes](#)  
[March 27, 2018 Regular Minutes](#)
  - C. Setting a public hearing on April 24, 2018 to receive comments on amendments to Fircrest Municipal Code Sections 22.07.004 and .005, related to Type II-A Public Notices
  - D. Setting a public hearing on April 24, 2018 to receive comments on amendments to Fircrest Municipal Code Section 22.58, related to Accessory Building Setbacks
- 8. PUBLIC HEARING 7:15 P.M.**
- 9. UNFINISHED BUSINESS**
- 10. NEW BUSINESS**
  - A. [Motion: Traffic Light Improvement Project Close-Out](#)
  - B. [Resolution: Interlocal Agreement with Pierce County for Jail Services](#)
  - C. [Fundraising 101 Presentation by Linda Kaye Briggs](#)
- 11. CITY MANAGER COMMENTS**
- 12. DEPARTMENT HEAD COMMENTS**
- 13. COUNCILMEMBER COMMENTS**
- 14. EXECUTIVE SESSION**
- 15. ADJOURNMENT**

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

# ACCOUNTS PAYABLE

City Of Fircrest  
MCAG #: 0583

As Of: 04/10/2018

Time: 14:48:59 Date: 04/05/2018  
Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>16296</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>172</b>	<b>Anderson, Deborah</b>	<b>385.00 Belly Dance Instruct</b>
	571 20 49 06	Instructor Fees	001 000 571	General Fund	385.00 Belly Dance Instruct (01/10/18 - 03/07/18)
<b>16244</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4829</b>	<b>BSN Sports LLC</b>	<b>835.04 Youth Baseballs(19 Dozen)</b>
	571 20 49 09	Youth Baseball	001 000 571	General Fund	659.24 Youth Baseballs Level 1 (15 Dozen) "Soft Core"
	571 20 49 09	Youth Baseball	001 000 571	General Fund	175.80 Youth Baseballs Level 5 (4 Dozen) "Low Compression Core"
<b>16312</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4052</b>	<b>Baxter Auto Parts</b>	<b>29.70 #60915D (Elgin Crosswind Sweeper) Diesel Fuel Treatment (2 Gallons)</b>
	548 65 48 13	O & M - Storm	501 000 548	Equipment Ren	29.70 #60915D (Elgin Crosswind Sweeper) Diesel Fuel Treatment (2 Gallons)
<b>16293</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>5428</b>	<b>Boers, Jeff</b>	<b>552.50 Mar 2018 Land Use Consulting (6.50 Hrs)</b>
	558 60 41 00	Prof Svcs - Planning	001 000 558	General Fund	552.50 Mar 2018 Land Use Consulting (6.50 Hrs)
<b>16221</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>284</b>	<b>Bucholz, Kathleen M</b>	<b>29.50 1/2 Library 2018</b>
	572 21 49 00	Library Services	001 000 572	General Fund	29.50 1/2 Library 2018 / Kathey Bucholz
<b>16301</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>7990</b>	<b>Call, Travis</b>	<b>5.00 Refund Youth Baseball Over Payment / Travis Call</b>
	347 60 00 02	Youth Baseball Registratio	001 000 340	General Fund	-5.00 Refund Youth Baseball Over Payment / Travis Call (Charged \$70 "4-5th Grade" But Should Have Been Charged \$65 "K-3rd Grade") \$5.00 Refund
<b>16269</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>6018</b>	<b>Canon Financial Services Inc</b>	<b>244.61 Police Copier Rental (Mar 2018)</b>
	521 22 45 00	Oper Rentals - Copier - Pol	001 000 521	General Fund	244.61 Contract Charges (03/01/18 - 03/31/18) Police
<b>16270</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>6018</b>	<b>Canon Financial Services Inc</b>	<b>13.63 Police Faxboard Rental (Mar 2018)</b>
	521 22 45 00	Oper Rentals - Copier - Pol	001 000 521	General Fund	13.63 Contract Charges (03/01/18 - 03/31/18) Police Fax
<b>16222</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>296</b>	<b>Carbone, Lavonne</b>	<b>59.00 1 Yr Library 2018</b>
	572 21 49 00	Library Services	001 000 572	General Fund	59.00 1 Yr Library 2018 / Lavonne Carbone
<b>16286</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3994</b>	<b>CenturyLink</b>	<b>66.99 DSL Line / Telemetry</b>
	534 10 42 00	Communication - Water	425 000 534	Water Fund (de	33.50 DSL Line / Telemetry - Water
	535 10 42 01	Communication - Sewer	430 000 535	Sewer Fund (de	33.49 DSL Line / Telemetry - Sewer
<b>16287</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3994</b>	<b>CenturyLink</b>	<b>448.79 Circuit Line / PRI Line</b>
	518 10 42 00	Communication - Non Dep	001 000 518	General Fund	448.79 Circuit Line / PRI Line

# ACCOUNTS PAYABLE

City Of Fircrest  
MCAG #: 0583

As Of: 04/10/2018

Time: 14:48:59 Date: 04/05/2018  
Page: 2

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>16288</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3994</b>	<b>CenturyLink</b>	<b>368.69 Mar 2018 CH, Rec, PW</b>
518 10 42 00	Communication - Non Dep	001 000 518	General Fund	61.45	Primary 911 - City Hall
518 10 42 00	Communication - Non Dep	001 000 518	General Fund	61.45	Message Line
518 10 42 00	Communication - Non Dep	001 000 518	General Fund	61.45	Alarm Line - City Hall
531 50 42 00	Communication - Storm	415 000 531	Storm Drain	30.72	Alarm Line / Primary 911 - Storm
534 10 42 00	Communication - Water	425 000 534	Water Fund (de	30.73	Alarm Line / Primary 911 - Water
535 10 42 01	Communication - Sewer	430 000 535	Sewer Fund (de	30.72	Alarm Line / Primary 911 - Sewer
542 30 42 00	Communication - Street	101 000 542	City Street Fun	30.72	Alarm Line / Primary 911 - Street
576 80 42 00	Communication - Parks	001 000 576	General Fund	61.45	Alarm Line - Recreation Center
<b>16329</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4322</b>	<b>City of Tacoma - Utilities</b>	<b>652.94 Power / Various Locations</b>
534 80 47 01	Utility Services/Pumping	425 000 534	Water Fund (de	252.11	
535 80 47 01	Utility Services/Pumping	430 000 535	Sewer Fund (de	390.75	
542 63 47 00	Electricity/Street Lights	101 000 542	City Street Fun	10.08	
<b>16289</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3573</b>	<b>Copiers Northwest Inc</b>	<b>156.70 Laserjet Printer Rentals (03/28/18 - 04/28/18) &amp; Copier Usage (02/28/18 - 03/28/18) Police</b>
521 22 45 00	Oper Rentals - Copier - Pol	001 000 521	General Fund	74.01	Laserjet Printer Rentals (03/28/18 - 04/28/18) - Police
521 22 45 00	Oper Rentals - Copier - Pol	001 000 521	General Fund	3.32	Chief's Office Area (02/28/18 - 03/28/18) Black
521 22 45 00	Oper Rentals - Copier - Pol	001 000 521	General Fund	69.48	Chief's Office Area (02/28/18 - 03/28/18) Color
521 22 45 00	Oper Rentals - Copier - Pol	001 000 521	General Fund	9.89	Police Upstairs Office (02/28/18 - 03/28/18) Black
<b>16292</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3573</b>	<b>Copiers Northwest Inc</b>	<b>303.08 Copier Usage (02/18/18 - 03/17/18) City Hall, Court, Parks &amp; Recreation, Public Works</b>
512 50 45 00	Oper Rentals - Copier - Coi	001 000 512	General Fund	19.12	Copier Usage (02/18/18 - 03/17/18) 2,122 BLK - Court
518 10 45 00	Oper Rentals - Copier - No	001 000 518	General Fund	168.00	Copier Usage (02/18/18 - 03/17/18) 9,214 BLK & 1,662 COLOR - City Hall
531 50 45 00	Oper Rentals - Copier - Sto	415 000 531	Storm Drain	20.15	Copier Usage (02/18/18 - 03/17/18) 8,002 BLK & 2,040 COLOR - Storm (25% Split)
534 10 45 02	Oper Rentals - Copier - Wa	425 000 534	Water Fund (de	20.15	Copier Usage (02/18/18 - 03/17/18) 8,002 BLK & 2,040 COLOR - Water (25% Split)
535 10 45 00	Oper Rentals - Copier - Sev	430 000 535	Sewer Fund (de	20.15	Copier Usage (02/18/18 - 03/17/18) 8,002 BLK & 2,040 COLOR - Sewer (25% Split)
542 30 45 00	Oper Rentals - Copier - Str	101 000 542	City Street Fun	20.15	Copier Usage (02/18/18 - 03/17/18) 8,002 BLK & 2,040 COLOR - Street (25% Split)
571 10 45 01	Oper Rentals - Copier - Rec	001 000 571	General Fund	31.83	Copier Usage (02/18/18 - 03/17/18) 2,589 BLK & 201 COLOR - Recreation (90% Split)
576 80 45 00	Oper Rentals - Copier - Par	001 000 576	General Fund	3.53	Copier Usage (02/18/18 - 03/17/18) 2,589 BLK & 201 COLOR - Parks (10% Split)

# ACCOUNTS PAYABLE

City Of Fircrest  
MCAG #: 0583

As Of: 04/10/2018

Time: 14:48:59 Date: 04/05/2018  
Page: 3

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>16277</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>363</b>	<b>Corcoran, Colleen T</b>	<b>105.12 Leadership Books (Quantity: 6) "Multipliers, Revised &amp; Updated: How The Best Leaders Make Everyone Smarter" By Liz Wiseman</b>
512 50 49 01	Reg & Tuition - Court	001 000 512	General Fund	17.52	Leadership Book - Corcoran (Court)
513 10 49 01	Reg & Tuition - Admin	001 000 513	General Fund	17.52	Leadership Book - Corcoran (Admin)
514 23 49 01	Reg & Tuition - Finance	001 000 514	General Fund	17.52	Leadership Book - Corcoran (Finance)
521 22 49 02	Reg & Tuition - Police	001 000 521	General Fund	17.52	Leadership Book - Corcoran (Police)
524 20 49 01	Reg & Tuition - Building	001 000 524	General Fund	8.76	Leadership Book - Corcoran (Building)
534 10 49 02	Reg & Tuition - Water	425 000 534	Water Fund (de	8.76	Leadership Book - Corcoran (Water)
535 10 49 01	Reg & Tuition - Sewer	430 000 535	Sewer Fund (de	8.76	Leadership Book - Corcoran (Sewer)
558 60 49 01	Reg & Tuition - Planning	001 000 558	General Fund	8.76	Leadership Book - Corcoran (Planning)
<b>16313</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>7802</b>	<b>Core &amp; Main LP</b>	<b>410.31 Neptune Meters (Quantity: 2) - Tot Lot Main</b>
594 34 63 01	Other Improvements Water	426 000 594	Water Improve	410.31	T-10 1" CF Neptune Meters With Direct Read (Quantity: 2) - Tot Lot Main "New Service Main For Irrigation Water Configuration"
<b>16263</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>2099</b>	<b>Cruse, Stanley</b>	<b>59.00 1 Yr Library 2018</b>
572 21 49 00	Library Services	001 000 572	General Fund	59.00	1 Yr Library 2018 / Margaret Cruse
<b>16280</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3585</b>	<b>DMCMA</b>	<b>50.00 2018 DMCMA Spring Regional Training - Erin Campbell</b>
512 50 49 01	Reg & Tuition - Court	001 000 512	General Fund	50.00	2018 District & Municipal Court Managers Association Spring Regional Training - Erin Campbell (Gig Harbor, WA) 04/26/18
<b>16281</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3585</b>	<b>DMCMA</b>	<b>50.00 2018 DMCMA Spring Regional Training - Gina Costanti-Eacrett</b>
512 50 49 01	Reg & Tuition - Court	001 000 512	General Fund	50.00	2018 District & Municipal Court Managers Association Spring Regional Training - Gina Costanti-Eacrett (Des Moines, WA) 04/27/18
<b>16245</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3588</b>	<b>Daily Journal Of Commerce</b>	<b>121.90 Request For Bids - Whittier Tennis Court</b>
576 80 49 00	Miscellaneous - Parks	001 000 576	General Fund	121.90	Request For Bids - Whittier Tennis Court Resurfacing (03/23/18 Advertising)
<b>16279</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3589</b>	<b>Databar Inc</b>	<b>657.20 Town Topics Newsletter (Apr 2018)</b>
518 10 49 01	Town Topics	001 000 518	General Fund	657.20	Town Topics Newsletter (Apr 2018)
<b>16241</b>	<b>04/02/2018</b>	<b>04/10/2018</b>	<b>4767</b>	<b>Davis, Stephen</b>	<b>32.13 06-01130.0 - 1517 WEATHERVANE CT</b>
343 10 00 00	Storm Drain Fees & Charge	415 000 340	Storm Drain	-17.08	

# ACCOUNTS PAYABLE

City Of Fircrest  
MCAG #: 0583

As Of: 04/10/2018

Time: 14:48:59 Date: 04/05/2018  
Page: 4

Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-13.09		
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-1.96		
<b>16246</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3724</b>	<b>Deere &amp; Company</b>	<b>29,877.39</b>	<b>#1570 Terrain-Cut Commercial Front Mower (John Deere Mower) Serial No. 1TC1570VLJS040054</b>
594 48 64 11	Parks/Rec - ERR Capital		501 000 548 Equipment Ren	29,877.39	#1570 Terrain-Cut Commercial Front Mower (John Deere Mower) - Parks & Recreation "Includes 4-Wheel Drive, Air Ride Suspension Seat, Reverse Alarm Kit, Electronic Cruise Control Kit, Rear Discharge"	
<b>16223</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>1561</b>	<b>Demark, Robert E</b>	<b>29.50</b>	<b>1/2 Library 2018</b>
572 21 49 00	Library Services		001 000 572 General Fund	29.50	1/2 Library 2018 / Robert Demark	
<b>16262</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3600</b>	<b>Dept Of Retirement System</b>	<b>25.00</b>	<b>OASI Administration Expenses (2017 Tax Year)</b>
513 10 49 02	Dues,Memberships,Subscri		001 000 513 General Fund	25.00	OASI Administration Expenses (2017 Tax Year) "Old Age Survivors Insurance"	
<b>16314</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3636</b>	<b>Ferguson Enterprises Inc, #1539</b>	<b>985.18</b>	<b>Adapter Couplings, Fernco Connectors &amp; PVC Couplings, Sewer PVC Bend, 8" Joint Bend</b>
535 50 31 01	Oper Supplies - Sewer Mai		430 000 535 Sewer Fund (de	835.83	Adapter Repair Couplings, Fernco Connectors & PVC Couplings, Sewer PVC Bend - Sewer	
594 34 63 01	Other Improvements Water		426 000 594 Water Improve	149.35	P#49 8" Joint Bend - Ramsdell Water Main	
<b>16256</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3638</b>	<b>Fircrest Golf Club</b>	<b>1,250.00</b>	<b>Golf Tank Land Rental</b>
534 10 45 01	Land Rental/Water Tank		425 000 534 Water Fund (de	1,250.00	Golf Tank Land Rental (Apr 2018)	
<b>16276</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>5368</b>	<b>Gollinger, Barbara</b>	<b>150.00</b>	<b>Eyewear Reimburse</b>
518 10 20 00	Personnel Benefits - Non D		001 000 518 General Fund	60.00	Eyewear Reimburse - Barb Gollinger (Non-Dept)	
531 50 20 00	Personnel Benefits - Storm		415 000 531 Storm Drain	30.00	Eyewear Reimburse - Barb Gollinger (Storm)	
534 10 20 00	Personnel Benefits - Wtr A		425 000 534 Water Fund (de	30.00	Eyewear Reimburse - Barb Gollinger (Water)	
535 10 20 00	Personnel Benefits-Swr Ad		430 000 535 Sewer Fund (de	30.00	Eyewear Reimburse - Barb Gollinger (Sewer)	
<b>16282</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3666</b>	<b>Grainger Inc, Dept 826129041</b>	<b>93.24</b>	<b>HVAC Filters (Quantity: 12)</b>
518 30 31 04	Oper Sup/CH		001 000 518 General Fund	93.24	HVAC Filters (Quantity: 12) - City Hall	
<b>16302</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>311</b>	<b>Grover, Jeff</b>	<b>11.56</b>	<b>Fed Ex Kinkos / Whittier Park Water Layout Copies</b>
576 80 49 00	Miscellaneous - Parks		001 000 576 General Fund	11.56	Fed Ex Kinkos / Whittier Park Water Layout Copies - Jeff Grover (03/23/18)	

# ACCOUNTS PAYABLE

City Of Fircrest  
MCAG #: 0583

As Of: 04/10/2018

Time: 14:48:59 Date: 04/05/2018  
Page: 5

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>16303</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>311 Grover, Jeff</b>	<b>18.39</b>	<b>Diamond / A.R.C. Meeting Parking</b>
	571 10 43 00	Travel - Rec	001 000 571 General Fund	18.39	Diamond / A.R.C. Meeting Parking - Jeff Grover (03/23/18) Seattle, WA
<b>16304</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>311 Grover, Jeff</b>	<b>5.00</b>	<b>Diamond / Metro Parks Meeting Parking</b>
	571 10 43 00	Travel - Rec	001 000 571 General Fund	5.00	Diamond / Metro Parks Luncheon Meeting Parking - Jeff Grover (02/28/18)
<b>16324</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3692 Home Depot Credit Services</b>	<b>23.52</b>	<b>PVC Slide Repair Couplings, Steel Replacement Cutter Wheels</b>
	534 50 31 01	Oper Supplies - Water Mai	425 000 534 Water Fund (de	9.78	PVC Slide Repair Couplings (2)
	534 50 31 01	Oper Supplies - Water Mai	425 000 534 Water Fund (de	13.74	Steel Replacement Cutter Wheels
<b>16264</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>7981 Johnson, David</b>	<b>59.00</b>	<b>1 Yr Library 2018</b>
	572 21 49 00	Library Services	001 000 572 General Fund	59.00	1 Yr Library 2018 / David Johnson
<b>16322</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>334 Joyce, Peter B</b>	<b>10.00</b>	<b>Active Shooter Training / Lunch Meal</b>
	521 22 43 00	Travel - Police	001 000 521 General Fund	10.00	Active Shooter Training / Lunch Meal - Pete Joyce (03/28/18) Buckley, WA
<b>16323</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>334 Joyce, Peter B</b>	<b>150.00</b>	<b>Eyewear Reimburse</b>
	521 22 20 00	Personnel Benefits - Police	001 000 521 General Fund	150.00	Eyewear Reimburse - Pete Joyce
<b>16257</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>7986 Kollege Town Sports</b>	<b>5,379.07</b>	<b>Youth Baseball Hats (Quantity: 576)</b>
	571 20 49 09	Youth Baseball	001 000 571 General Fund	5,379.07	Youth Baseball Custom Dome Hats (Quantity: 576) Special Offer: Buy One Dome Hat Get One Free
<b>16300</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>7989 Larson, Bonnie</b>	<b>80.00</b>	<b>Refund Rental Deposit / Bonnie Larson</b>
	586 00 00 00	Deposit Refunds	001 000 580 General Fund	80.00	Refund Rental Deposit / Bonnie Larson - Room B (Event Date: 03/10/18) Calligraphy
<b>16258</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3791 Lowe's Company-#338954</b>	<b>17.97</b>	<b>Germ-X Hand Sanitizer, Glade Air Freshener</b>
	571 10 31 00	Office Supplies - Rec	001 000 571 General Fund	17.97	Germ-X Hand Sanitizer, Glade Air Freshener - Recreation Center
<b>16325</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3791 Lowe's Company-#338954</b>	<b>41.28</b>	<b>Roll Flex Pipe, Couplings, Bar &amp; Chain Oil</b>
	534 50 31 01	Oper Supplies - Water Mai	425 000 534 Water Fund (de	18.50	Roll Flex Pipe, Couplings
	542 30 31 02	Oper Supplies - Street Reg	101 000 542 City Street Fun	22.78	Husqvarna Bar & Chain Oil (2 Gallons)
<b>16309</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3866 MRSC of Washington</b>	<b>135.00</b>	<b>Small Works Roster Annual Fee</b>

# ACCOUNTS PAYABLE

City Of Fircrest  
MCAG #: 0583

As Of: 04/10/2018

Time: 14:48:59 Date: 04/05/2018  
Page: 6

Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
518 10 49 03	Dues,Member,Sub - NonDe		001 000 518 General Fund	27.00	Small Works Roster Annual Fee - Non-Dept	
531 50 49 05	Dues,Member,Sub - Storm		415 000 531 Storm Drain	27.00	Small Works Roster Annual Fee - Storm	
534 10 49 03	Dues,Member,Sub - Water		425 000 534 Water Fund (de	27.00	Small Works Roster Annual Fee - Water	
535 10 49 02	Dues,Member,Sub - Sewer		430 000 535 Sewer Fund (de	27.00	Small Works Roster Annual Fee - Sewer	
542 30 49 03	Dues,Member,Sub - Street		101 000 542 City Street Fun	27.00	Small Works Roster Annual Fee - Street	
<b>16307</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>6777</b>	<b>Maenhout, Abbie</b>	<b>75.00</b>	<b>Gym Fees Reimbursement (Jan, Feb, Mar 2018)</b>
513 10 20 00	Personnel Benefits		001 000 513 General Fund	37.50	Gym Fees (Jan, Feb, Mar 2018) - Abbie Maenhout "50% Administration Split"	
524 20 20 00	Personnel Benefits - Buildi		001 000 524 General Fund	18.75	Gym Fees (Jan, Feb, Mar 2018) - Abbie Maenhout "25% Building Split"	
558 60 20 00	Personnel Benefits - Planni		001 000 558 General Fund	18.75	Gym Fees (Jan, Feb, Mar 2018) - Abbie Maenhout "25% Planning Split"	
<b>16247</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3816</b>	<b>Marv's Backhoe Service</b>	<b>1,263.85</b>	<b>Gravel Backfill Repair - Swimming Pool Line</b>
576 20 48 00	Rep & Maint - Pool		001 000 576 General Fund	1,263.85	Cost To Import Pea Gravel To Backfill Around The Pipe And Bring It Up To Grade For Concrete And Install 12" Cast Iron Cover For Cleanout Access - Swimming Pool (Includes Labor, Materials & Tax)	
<b>16326</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>6456</b>	<b>Mell, Harriet</b>	<b>59.00</b>	<b>1 Yr Library 2018</b>
572 21 49 00	Library Services		001 000 572 General Fund	59.00	1 Yr Library 2018 / Harriet Mell	
<b>16297</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3841</b>	<b>Metropolitan Ballet of Tacoma</b>	<b>508.20</b>	<b>Ballet Instruct</b>
571 20 49 06	Instructor Fees		001 000 571 General Fund	508.20	Ballet Instruct (01/11/18 - 03/15/18)	
<b>16220</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>7635</b>	<b>Nappi, Jessica</b>	<b>69.34</b>	<b>Hearing Care Reimburse</b>
513 10 20 00	Personnel Benefits		001 000 513 General Fund	46.46	Hearing Care Reimburse - Jessica Nappi (Administration)	
518 11 20 00	Personnel Benefits - Person		001 000 518 General Fund	22.88	Hearing Care Reimburse - Jessica Nappi (Personnel)	
<b>16308</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>7635</b>	<b>Nappi, Jessica</b>	<b>25.00</b>	<b>Gym Fees Reimbursement (Apr 2018)</b>
513 10 20 00	Personnel Benefits		001 000 513 General Fund	16.75	Gym Fees Reimburse (Apr 2018) - Jessica Nappi (Administration)	
518 11 20 00	Personnel Benefits - Person		001 000 518 General Fund	8.25	Gym Fees Reimburse (Apr 2018) - Jessica Nappi (Personnel)	
<b>16260</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3891</b>	<b>Nisqually Trout Farms Inc</b>	<b>296.18</b>	<b>Trout / Fish 'N Fun</b>
573 90 49 01	Community Events		001 000 573 General Fund	296.18	Trout / Fish 'N Fun (03/23/18) 67 Pounds (11"+ Size Trout)	
<b>16330</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>7993</b>	<b>Noble, Linda</b>	<b>176.33</b>	<b>Russian Interpreter (2 Hrs + Mileage)</b>

# ACCOUNTS PAYABLE

City Of Fircrest  
MCAG #: 0583

As Of: 04/10/2018

Time: 14:48:59 Date: 04/05/2018  
Page: 7

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
512 50 41 03	Prof Svcs - Interpreter		001 000 512 General Fund	176.33	Russian Interpreter (2 Hrs + Mileage) Case No.'s 8Z0390219 & 8Z0390220 & 8Z0390234 & 8Z0236102
<b>16259</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3910 Office Depot</b>	<b>93.09</b>	<b>Paper Clips, Notebooks, Binders, Pens</b>
571 10 31 00	Office Supplies - Rec		001 000 571 General Fund	93.09	Paper Clips, Notebooks, Binders, Pens - Recreation Center
<b>16248</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3923 Orca Pacific Inc</b>	<b>151.17</b>	<b>Calcium Increaser</b>
576 20 31 01	Pool Supplies-Chemicals		001 000 576 General Fund	151.17	Calcium Increaser (3 Pails) 50 Pounds Each "Calcium Chloride"
<b>16317</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3923 Orca Pacific Inc</b>	<b>630.61</b>	<b>Sodium Hypochlorite (Chlorine) - Wells</b>
534 80 31 03	Oper Supplies - Chlorine		425 000 534 Water Fund (de	132.76	Chlorine (40 Gallons) - Well #4
534 80 31 03	Oper Supplies - Chlorine		425 000 534 Water Fund (de	116.16	Chlorine (35 Gallons) - Well #7
534 80 31 03	Oper Supplies - Chlorine		425 000 534 Water Fund (de	66.38	Chlorine (20 Gallons) - Well #8
534 80 31 03	Oper Supplies - Chlorine		425 000 534 Water Fund (de	315.31	Chlorine (95 Gallons) - Well #9
<b>16224</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>5887 Overton, Jack</b>	<b>59.00</b>	<b>1 Yr Library 2018</b>
572 21 49 00	Library Services		001 000 572 General Fund	59.00	1 Yr Library 2018 / Jack Overton
<b>16319</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3957 PC Budget &amp; Finance</b>	<b>538.11</b>	<b>Mar 2018 Printing Charges</b>
518 10 34 02	Central Office Printing		001 000 518 General Fund	538.11	Training Attendance Request Forms (Quantity: 2,000)
<b>16315</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3937 Pape &amp; Sons Construction Inc</b>	<b>249,690.87</b>	<b>P#49 Pay Estimate No. 1 (Ramsdell Water Line Replacement) Work Through 03/22/18</b>
594 34 63 01	Other Improvements Water		426 000 594 Water Improve	249,690.87	P#49 Pay Estimate No. 1 (Ramsdell Water Line Replacement) Work Through 03/22/18
<b>16310</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3955 Petrocard Systems Inc</b>	<b>132.66</b>	<b>Gas / Fuel</b>
548 65 31 13	Storm Gas		501 000 548 Equipment Ren	132.66	Diesel Fuel - Storm
<b>16283</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>7839 Pingel, Scott</b>	<b>17.87</b>	<b>Pierce County Chief Appointed Officials Meeting / Lunch Meal</b>
513 10 49 00	Miscellaneous - Admin		001 000 513 General Fund	17.87	Pierce County Chief Appointed Officials Meeting / Lunch Meal - Scott Pingel (03/28/18) Fife, WA
<b>16318</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3974 Platt Electric Supply Inc</b>	<b>912.52</b>	<b>Time Delay Fuses - Well #9</b>
534 50 31 01	Oper Supplies - Water Mai		425 000 534 Water Fund (de	912.52	Time Delay Fuses (Quantity: 3) - Well #9



# ACCOUNTS PAYABLE

City Of Fircrest  
MCAG #: 0583

As Of: 04/10/2018

Time: 14:48:59 Date: 04/05/2018  
Page: 8

Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
<b>16290</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3986</b>	<b>Puget Sound Energy, BOT-01H</b>	<b>176.60</b>	<b>Mar 2018 City Hall</b>
	518 30 47 00	Public Utility Services - Ci	001 000 518	General Fund	176.60	PSE Gas - City Hall
<b>16291</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3986</b>	<b>Puget Sound Energy, BOT-01H</b>	<b>704.85</b>	<b>Mar 2018 Parks</b>
	576 80 47 00	Public Utility Services - Pa	001 000 576	General Fund	704.85	PSE Gas - Parks
<b>16295</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3986</b>	<b>Puget Sound Energy, BOT-01H</b>	<b>49.52</b>	<b>Mar 2018 Public Works</b>
	531 50 47 02	Public Utility Services/Bldg	415 000 531	Storm Drain	12.38	PSE Gas - Storm
	534 10 47 00	Utility Services/Building -	425 000 534	Water Fund (de	12.38	PSE Gas - Water
	535 10 47 00	Utility Services/Building -	430 000 535	Sewer Fund (de	12.38	PSE Gas - Sewer
	542 30 47 02	Electricity & Gas/Bldg - St	101 000 542	City Street Fun	12.38	PSE Gas - Street
<b>16306</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>5710</b>	<b>Rainier Connect</b>	<b>99.95</b>	<b>Internet Access Monthly Fee</b>
	518 81 42 00	Communication - I/S	001 000 518	General Fund	99.95	Internet Access Monthly Fee (Apr 2018) - Cable Modem Service
<b>16284</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3997</b>	<b>Rainier Lighting &amp; Electrical Supply</b>	<b>54.95</b>	<b>Exit Sign - Council Chambers</b>
	518 30 31 04	Oper Sup/CH	001 000 518	General Fund	54.95	Green Emergency Exit Sign - Council Chambers
<b>16266</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4004</b>	<b>Reserve Account</b>	<b>2,000.00</b>	<b>#15690704 Meter Refill</b>
	518 10 42 01	Postage - Non-Dept	001 000 518	General Fund	2,000.00	#15690704 Meter Refill (Pitney Bowes)
<b>16272</b>	<b>04/03/2018</b>	<b>04/10/2018</b>	<b>7832</b>	<b>SORA 1 LLC</b>	<b>203.01</b>	<b>07-02160.1 - 4307 67TH AVE W -B</b>
	343 10 00 00	Storm Drain Fees & Charge	415 000 340	Storm Drain	-52.90	
	343 40 00 00	Sale Of Water	425 000 340	Water Fund (de	-56.01	
	343 50 00 00	Sewer Revenues	430 000 340	Sewer Fund (de	-94.10	
<b>16249</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4035</b>	<b>Sarco Supply</b>	<b>43.92</b>	<b>Hand Sanitizer (Quantity: 4)</b>
	518 30 31 04	Oper Sup/CH	001 000 518	General Fund	43.92	Aloe Scented Hand Sanitizer (Quantity: 4)
<b>16242</b>	<b>04/02/2018</b>	<b>04/10/2018</b>	<b>1910</b>	<b>Smith, Molly</b>	<b>24.75</b>	<b>03-02530.2 - 808 ALAMEDA AVE</b>
	343 10 00 00	Storm Drain Fees & Charge	415 000 340	Storm Drain	-15.53	
	343 40 00 00	Sale Of Water	425 000 340	Water Fund (de	-16.39	
	343 50 00 00	Sewer Revenues	430 000 340	Sewer Fund (de	7.17	
<b>16298</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4690</b>	<b>Sound Inspections LLC</b>	<b>1,861.57</b>	<b>03/01/18 - 03/31/18</b>
	524 20 41 01	Bldg Inspec/Plan Review	001 000 524	General Fund	1,861.57	03/01/18 - 03/31/18
<b>16316</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>5304</b>	<b>South Sound 911</b>	<b>24,787.50</b>	<b>2nd Qtr 2018 Communications / Core Services</b>
	521 22 51 02	Dispatching - Lesa	001 000 521	General Fund	18,525.00	2nd Qtr 2018 Communications (04/01/18 - 06/30/18)

# ACCOUNTS PAYABLE

City Of Fircrest  
MCAG #: 0583

As Of: 04/10/2018

Time: 14:48:59 Date: 04/05/2018  
Page: 9

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
521 22 51 05	Charges - Lesa		001 000 521 General Fund	6,262.50	2nd Qtr 2018 Core Services (04/01/18 - 06/30/18)
<b>16327</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>7992</b>		<b>Speedy Glass</b>
518 30 48 02	Rep & Maint - City Hall		001 000 518 General Fund	567.65	Passage Window Glass Installation (Clear Laminated Safety Glass) - Court Counter "Measured Office Glass With Hole And Cut Out At Bottom"
<b>16275</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>326</b>		<b>Stahlnecker, Angelie</b>
558 60 49 00	Miscellaneous - Planning		001 000 558 General Fund	80.00	Pierce County Auditor / Filing Fee - Angelie Stahlnecker (Receipt No. 2126243) - Planning
<b>16261</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4084</b>		<b>Staples Business Advantage</b>
512 50 31 00	Office & Oper Sup-Court		001 000 512 General Fund	100.89	Manila End Tab Folders, Color Coded Labels, Ballpoint Pens - Court
<b>16285</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4084</b>		<b>Staples Business Advantage</b>
571 10 31 00	Office Supplies - Rec		001 000 571 General Fund	198.36	Fabric Bandages, Knuckle Bandages, Alcohol Wipes, First Aid Tape, Insect Sting Relief Pads, Eyewash, Neosporin Ointment, Band Aid Variety Packs, Insta-Cold Ice Packs - Recreation Center
<b>16299</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4084</b>		<b>Staples Business Advantage</b>
518 10 34 01	Central Office Supplies		001 000 518 General Fund	132.08	Ledger Paper, Pressboard Folders, 9-Volt Batteries, AA Batteries, AAA Batteries - Central Supplies
<b>16243</b>	<b>04/02/2018</b>	<b>04/10/2018</b>	<b>2786</b>		<b>Steen, David</b>
343 10 00 00	Storm Drain Fees & Charge		415 000 340 Storm Drain	-43.20	
343 40 00 00	Sale Of Water		425 000 340 Water Fund (de	-45.25	
343 50 00 00	Sewer Revenues		430 000 340 Sewer Fund (de	-15.96	
<b>16271</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4107</b>		<b>Summit Law Group</b>
521 22 41 00	Prof. Services/Consulting		001 000 521 General Fund	1,872.00	Feb 2018 Legal Consulting (Bargaining Issues, Labor Advice, Reveiw Collective Bargaining Agreement, Correspondence, E-Mails, Grievance Advice) - Police
531 50 41 00	Prof Svcs - Storm		415 000 531 Storm Drain	52.00	Feb 2018 Legal Consulting (Bargaining) - Storm
534 10 41 00	Prof Svcs - Water		425 000 534 Water Fund (de	52.00	Feb 2018 Legal Consulting (Bargaining) - Water
535 10 41 00	Prof Svcs - Sewer		430 000 535 Sewer Fund (de	52.00	Feb 2018 Legal Consulting (Bargaining) - Sewer
542 30 41 00	Prof Svcs - Street		101 000 542 City Street Fun	52.00	Feb 2018 Legal Consulting (Bargaining) - Street

# ACCOUNTS PAYABLE

City Of Fircrest  
MCAG #: 0583

As Of: 04/10/2018

Time: 14:48:59 Date: 04/05/2018  
Page: 10

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>16253</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4110</b>	<b>Superior Linen Service</b>	<b>70.30 03/01/18 Exchange Service</b>
	576 80 49 00	Miscellaneous - Parks	001 000 576	General Fund	70.30 03/01/18 Exchange Service
<b>16254</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4110</b>	<b>Superior Linen Service</b>	<b>70.30 03/15/18 Exchange Service</b>
	576 80 49 00	Miscellaneous - Parks	001 000 576	General Fund	70.30 03/15/18 Exchange Service
<b>16255</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4110</b>	<b>Superior Linen Service</b>	<b>70.30 03/29/18 Exchange Service</b>
	576 80 49 00	Miscellaneous - Parks	001 000 576	General Fund	70.30 03/29/18 Exchange Service
<b>16250</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4130</b>	<b>Tacoma P C Health Dept</b>	<b>830.00 Swimming Pool, Wading Pool Permits</b>
	576 20 49 02	Miscellaneous - Pool	001 000 576	General Fund	415.00 Swimming Pool Permit (Large Pool)
	576 20 49 02	Miscellaneous - Pool	001 000 576	General Fund	415.00 Wading Pool Permit (Small Pool)
<b>16320</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4135</b>	<b>Tacoma Screw Products Inc</b>	<b>20.50 (2017 Snow Plow) Steel Carriage Bolts</b>
	548 65 48 12	O & M - Street	501 000 548	Equipment Ren	20.50 (2017 Snow Plow) Steel Carriage Bolts (Quantity: 10) Used For Snow Plow Rubber Blades
<b>16251</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4139</b>	<b>Tapco Visa Card</b>	<b>145.22 Big 5 Sporting Goods / Fishing Rods, Bait, Snap-On Tackle Floats - Fish 'N Fun</b>
	573 90 49 01	Community Events	001 000 573	General Fund	145.22 Big 5 Sporting Goods / Fishing Rods (5), Orange Salmon Eggs, Best Bite Eggs, Yellow Jacket Eggs, Bait Holders, Snap-On Round Tackle Floats - Fish 'N Fun
<b>16268</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4139</b>	<b>Tapco Visa Card</b>	<b>335.73 Comfort Inns / WFOA Conference Lodging</b>
	514 23 43 00	Travel - Finance	001 000 514	General Fund	335.73 Comfort Inns / WFOA Conference Lodging - Colleen Corcoran (09/18/18 - 09/21/18) Vancouver, WA
<b>16273</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4139</b>	<b>Tapco Visa Card</b>	<b>320.00 AWC / LRI Registration - Scott Pingel</b>
	513 10 49 01	Reg & Tuition - Admin	001 000 513	General Fund	320.00 Association Of Washington Cities / Labor Relations Institute Conference Registration - City Manager Scott Pingel (05/02/18 - 05/04/18) Yakima, WA
<b>16265</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>7718</b>	<b>Tsukamoto, Roy</b>	<b>29.50 1/2 Library 2018</b>
	572 21 49 00	Library Services	001 000 572	General Fund	29.50 1/2 Library 2018 / Roy Tsukamoto
<b>16267</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4179</b>	<b>Unum Life Insurance Company of America</b>	<b>46.80 Retired Benefits (Apr 2018)</b>
	521 22 20 02	LEOFF I Long Term Care ]	001 000 521	General Fund	46.80 Retired Benefits (Apr 2018)
<b>16294</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4180</b>	<b>Utilities Underground</b>	<b>50.82 Mar 2018 Locates</b>

# ACCOUNTS PAYABLE

City Of Fircrest  
MCAG #: 0583

As Of: 04/10/2018

Time: 14:48:59 Date: 04/05/2018  
Page: 11

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
534 10 49 00	Miscellaneous - Water		425 000 534 Water Fund (de	25.41	Mar 2018 Locates - Water
535 10 49 00	Miscellaneous - Sewer		430 000 535 Sewer Fund (de	25.41	Mar 2018 Locates - Sewer
<b>16305</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4188 Verizon Wireless LLC</b>	<b>345.85</b>	<b>Share Plan (14 Phones)</b>
513 10 42 00	Communication - Admin		001 000 513 General Fund	75.72	Administration - City Manager
518 30 42 00	Communication - Fac/Equi		001 000 518 General Fund	42.26	Facilities - (3) Staff
521 22 42 00	Communication - Police		001 000 521 General Fund	213.16	Police - Chief, Sergeant, (7) Officers
576 80 42 00	Communication - Parks		001 000 576 General Fund	14.71	Parks - Maintenance Supervisor
<b>16274</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>5778 Wakefield, Jerry A</b>	<b>122.46</b>	<b>Eyewear Reimburse</b>
531 50 20 00	Personnel Benefits - Storm		415 000 531 Storm Drain	30.62	Eyewear Reimburse - Jerry Wakefield (Storm)
534 10 20 00	Personnel Benefits - Wtr A		425 000 534 Water Fund (de	42.86	Eyewear Reimburse - Jerry Wakefield (Water)
535 10 20 00	Personnel Benefits-Swr Ad		430 000 535 Sewer Fund (de	42.86	Eyewear Reimburse - Jerry Wakefield (Sewer)
542 30 20 00	Personnel Benefits-Street R		101 000 542 City Street Fun	6.12	Eyewear Reimburse - Jerry Wakefield (Street)
<b>16278</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>361 Walston, Vicky</b>	<b>284.42</b>	<b>Wellness Summit / Lodging, Mileage, Meals</b>
517 90 43 00	Travel - Health Programs		001 000 517 General Fund	284.42	Association Of Washington Cities 2018 Healthy Worksite Summit / Lodging, Mileage, Meals - Vicky Walston (03/21/18 - 03/22/18) Lynnwood, WA
<b>16321</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4231 Water Mgmt Labs Inc</b>	<b>24.00</b>	<b>Coliform</b>
534 80 41 00	Water Testing		425 000 534 Water Fund (de	24.00	Coliform
<b>16311</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4246 Whistle Workwear</b>	<b>158.52</b>	<b>Carhartt Zip-To-Thigh Bib Overalls (Quantity: 2) - Bryce Wakefield &amp; Russ Parsons</b>
531 50 20 01	Contract Benefits - Storm		415 000 531 Storm Drain	39.63	Work Overalls - Bryce Wakefield & Russ Parsons (Storm Split)
534 10 20 01	Contract Benefits - Wtr Ad		425 000 534 Water Fund (de	39.63	Work Overalls - Bryce Wakefield & Russ Parsons (Water Split)
535 10 20 01	Contract Benefits - Swr Ad		430 000 535 Sewer Fund (de	39.63	Work Overalls - Bryce Wakefield & Russ Parsons (Sewer Split)
542 30 20 01	Contract Benefits - Street R		101 000 542 City Street Fun	39.63	Work Overalls - Bryce Wakefield & Russ Parsons (Street Split)
<b>16252</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>4256 Winning Seasons</b>	<b>870.41</b>	<b>T-Shirt Soccer Uniforms (Quantity: 72)</b>
571 20 49 03	Indoor Soccer		001 000 571 General Fund	870.41	T-Shirt Soccer Uniforms (Various Sizes) Tie Dye Colors: Red (12), Navy (12), Royal (12), Black (12), Forest (12), Kelly (12)
<b>16328</b>	<b>04/10/2018</b>	<b>04/10/2018</b>	<b>3645 Wright Express FSC, WEX BANK</b>	<b>2,599.61</b>	<b>Gas / Fuel</b>
548 65 31 06	Facilities Gas		501 000 548 Equipment Ren	53.90	Facilities Gas

# ACCOUNTS PAYABLE

City Of Fircrest  
MCAG #: 0583

As Of: 04/10/2018

Time: 14:48:59 Date: 04/05/2018  
Page: 12

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
548 65 31 08	Police Gas		501 000 548 Equipment Ren	1,587.93	Police Gas
548 65 31 11	Parks/Rec Gas		501 000 548 Equipment Ren	141.61	Parks Gas
548 65 31 12	Street Gas		501 000 548 Equipment Ren	329.47	Street Gas
548 65 31 14	Wtr/Swr Gas		501 000 548 Equipment Ren	486.70	Wtr / Swr Gas

	Report Total:	338,341.48
--	---------------	------------

Fund	
001 General Fund	49,620.77
101 City Street Fund	220.86
415 Storm Drain	371.21
425 Water Fund (department)	3,564.42
426 Water Improvement Fund	250,250.53
430 Sewer Fund (department)	1,653.83
501 Equipment Rental Fund	32,659.86

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 special meeting to order at 6:00 P.M. and led the pledge of allegiance. Councilmembers David M. Viafore, Shannon Reynolds, Brett Wittner, Denny Waltier, Blake Surina, and Jamie Nixon were present.

**AGENDA MODIFICATIONS**

There were none.

**POLICE REPORT: 2017 STATISTICS PRESENTATION**

George stated he would allow public questions after the conclusion of the presentation and council comments. Police Chief Cheesman provided an overview of officer assignments, community outreach efforts and events, and partnerships, and presented the Police 2017 Statistics, which included crime statistics from 2014-2017 on:

- Burglary, thefts, fraud, motor vehicle thefts and recoveries, and alarms:
  - Cheesman indicated there were fewer robberies and fewer porch thefts; however Cheesman stated that many of the thefts from vehicles that were left unlocked.
  - Viafore and Cheesman noted that even though many jurisdictions do not investigate frauds at certain minimum thresholds, Fircrest investigates these cases. Cheesman indicated 19 fraud cases were assigned last year to the detective and out of the 19, 16 had arrests.
  - Motor vehicle thefts continued to decrease and motor vehicle theft recoveries increased.
  - Alarm calls increased, which were mainly due to false alarms.
- Assaults, domestic violence, malicious mischief, drug arrests, and 911 hang ups:
  - Assaults and domestic violence reported calls continue to decrease. Cheesman indicated that due to the increase in 2016 in domestic violence calls, the Department partnered with the Crystal Judson Family Justice Center to direct victims to guidance and resources and has since seen a decrease in related calls.
  - Malicious mischief and drug arrests incidents continue to decrease.
- Accident investigations, driving under the influence (DUI) arrests, driving while license suspended (DWLS) arrests, and criminal citations:
  - There was a significant increase in accident investigations, mainly due to distracted driving. Cheesman indicated that the Pierce County Traffic Safety Task Force has been in discussions of allocating more resources to educate the public on distracted driving.
  - Cheesman indicated the number of DUI arrests were decreasing due to the increased availability of ride-sharing services and public awareness.
  - Improved technology and a proactive police force contributed to the significant increase in DWLS arrests.

- **Infractions:**
  - A significant increase in infractions in 2017 from 2,578 in 2016 to 3,979 in 2017. Brief discussions included misconceptions about police statistics, perceptions about police presence, the City’s reputation for enforcing traffic laws, a public education component, and commending the Police Department for their work in 2017 while being short-staffed.
- **Suspicious person(s)/vehicle(s):**
  - Calls for suspicious person(s)/vehicle(s) have increased in 2017, with most coming from citizens reporting suspicious activity.
- **Supplemental and general reports:**
  - Cheesman indicated these were reports written by the police officers of all crimes committed and were mostly criminal in nature. Cheesman indicated supplemental reports were increased and concerned him as they are time consuming and investigative in nature.
- **Calls for service:**
  - Calls for service increased significantly in 2017 from 5,275 in 2016 to 6,332 in 2017, mainly due to citizens feeling comfortable reporting suspicious activity. A brief discussion included public education on when it would be appropriate to call 911 or the non-emergency phone number.

Cheesman briefed the Council on Department goals in progress, which included real-time crime mapping, cataloguing cameras, citizen checks, and coffee with the Chief, and reminded citizens to report suspicious activity. There was a brief discussion on the real-time crime mapping and House Bill 3003/Initiative 940. George thanked the public for their attendance and invited public comment; none were provided.

**EQUIPMENT RENTAL AND REPLACEMENT DISCUSSION**

Finance Director Corcoran provided a background on how Equipment Rental and Replacement (ERR) worked and briefed the Council on replacement funding, repairs and maintenance, interest and overhead, and use of accumulated interest. Corcoran presented the ERR Interest Balances, ERR by Department, and the police take-home 7-year life (5 vehicles) versus 10-year life (9 vehicles).

A brief discussion included the growth and necessity of ERR as well as financial strategies. Pingel provided a background and benefits for the police vehicle take-home/assigned policy and the 7-year life (5 vehicles) versus 10-year life (9 vehicles) comparison. Pingel indicated the take-home/assigned vehicle policy would extend the life of the police vehicle and that by moving to a 10-year replacement schedule, the City’s ERR contribution would be lower per vehicle/per year and recommended moving to a 10-year replacement schedule starting in the 2019 budget. Further discussion included how the take-home/assigned police vehicle policy and extending the replacement schedule would be mutually beneficial to the City and Police Guild and evaluation strategies to maintain the 10-year life expectancy of the assigned vehicles.

**COMMUNITY CENTER AND POOL PROJECT STEERING COMMITTEE CHARTER**

Pingel briefed the Council on the draft Fircrest Pool, Community Center and Parks Steering Committee charter. Pingel indicated that the citizen committee would help guide the decisions as the project moves through the design phase and provide recommendations to the Council for its consideration. Parks and Recreation Director Grover briefed the Council on the list of stakeholders and groups to consider for participation in the Committee. A brief discussion included ensuring representation of all areas and demographics in Fircrest and how the Committee would evolve and grow as the project develops. Pingel indicated that unless the Council had objections, the draft charter would be on the March 27<sup>th</sup> agenda for Council consideration. Further discussion included the role of the Committee, Council's participation on the Committee, and the Council liaison's role on the Committee. George indicated he preferred appointing three councilmembers to the Committee and one alternate. Pingel indicated that there would be two presentations to Council and two public meetings tentatively scheduled through August 2018 regarding the schematic design process.

**ADJOURNMENT**

**Viafore MOVED to adjourn the meeting at 7:45 P.M., seconded by Reynolds. 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, David M. Viafore, Brett Wittner, Blake Surina, Denny Waltier, and Jamie Nixon were present.

**PRESIDING OFFICER’S REPORT**

**A. Community Center and Pool Update**

Pingel reported that he and Parks and Recreation Director Grover met with ARC Architects the previous week to discuss the project schedule, set expectations, and finalize the tentative schedule. Pingel stated that the first meeting of the Fircrest Pool, Community Center and Parks Steering Committee is tentatively scheduled to meet on April 18, 2018. Pingel indicated he reached out to the Edwards Foundation regarding the community center and pool project. George reported that the Names Family Foundation updated its grant deadline and indicated submitting an application during the 2018 cycle would be ideal in order to prepare for an August 2019 bond ballot measure. George requested a consensus on finalizing a date for a Council retreat; the general consensus was June 18, 2018. George indicated the retreat would include setting goals that would influence the budget and mission and vision values. Pingel stated that once the date was confirmed, retreat items and whether to utilize a facilitator would be discussed and finalized.

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

George invited public comment. The following individual provided comment:

- Yolonda Brooks, 6448 19th Street W., commented on Sound Transit, City of Tacoma, and Tacoma Community College (TCC) transportation projects on 19<sup>th</sup> Street and the lack of public outreach informing residents of these impacts, and provided her phone number to be included in those conversations. George updated Ms. Brooks on the status of these projects and indicated that the City would promote citizen engagement once information became available. Viafore stated that Sound Transit was planning for a committee for planning and community outreach. Reynolds indicated that she met with Sound Transit monthly and would ask for a status update.

**COMMITTEE, COMMISSION, AND LIAISON REPORTS**

**A. Parks and Recreation**

Wittner reported on the hiring progress of the Community Event Specialist position with a potential start date of late April/early May. Wittner indicated the pool would undergo testing the following week and that the lifeguard chair was recently repainted. Wittner commented on the Fish and Fun event and that the Easter Egg Hunt community event was coming up. Wittner indicated that the Tahoma Audubon Society was hosting a nature-themed poetry reading at Thelma Gilmur Park on April 8, 2018. Wittner reported that a use agreement was in the works with the Soccer Club and that Pierce County Conservation provided over 260 volunteer hours of cleanup and removing invasive species at Thelma Gilmur Park and Whittier Park.

**B. Pierce County Regional Council**

Reynolds reported that the Pierce County Regional Council met on March 15, 2018 and requested the Council provide input on whether to change the PCRC's 2018 Call for Projects allocated 10% of the regional funds for non-motorized projects (transit). After a brief discussion, there was a general consensus to relay to PCRC that Council preferred to maintain the 10% set aside. Reynolds reported that Fircrest was invited to join the South Sound Alliance and by doing so, the City would have access to data and reporting. George added the value in joining would be the development of a data-driven urban profile for the City of Fircrest and participate in the leadership regional council consisting of Pierce and South King County cities and towns. Reynolds reported that PCRC also discussed Homeless in Pierce County and the amended bylaws of the Zoo and Trek Authority.

**C. Public Safety, Court**

Viafore reported that Court revenues continued to come in higher than expected due to increased enforcement, collection of fines, and passport services. Viafore indicated the City issued a Request for Proposals to invite prospective collection agencies and commented that it would go before Council in May 2018. Viafore commended the Chief's presentation on the 2017 statistics and reported that the new police vehicles were in service, and that the Police Department was looking into the idea of trading the police Harley Davidson motorcycle for a Honda motorcycle and that the Chief would be representing the Department in the upcoming Easter Egg Hunt.

**D. Street, Water, Sewer, and Storm Drain**

Surina reported that the traffic signal projects were completed and that the Ramsdell Water Main project was progressing. Surina commended staff on their grant efforts as it related to public utilities, and reported that staff was working on obtaining a cost estimate for the High Tank mural. Surina indicated staff was working on the hookups and tie-ins into the City's system in the annexation area, and that several of the street trees under warranty along Emerson Street were being replaced. Surina stated that KPG was working on a stormwater management plan to update permit requirements. Public Works Director Wakefield indicated staff intended to get the High Tank project out to bid in May 2018 and estimated a completion date by September weather dependent.

**CONSENT CALENDAR**

George requested the City Clerk read the Consent Calendar as follows: approval of Voucher No. 210973 through Voucher Check No. 211044 in the amount of \$134,557.09; approval of Payroll Check No. 13100 through Voucher Check No. 13105 in the amount of \$96,959.50; approval of the February 27, 2018 regular Council meeting minutes; and approval of the March 13, 2018 regular Council meeting minutes. **Surina MOVED to approve the Consent Calendar as read; seconded by Wittner. The Motion Carried (7-0).**

**PUBLIC HEARING**

No public hearing was scheduled.

**UNFINISHED BUSINESS**

There was no unfinished business.

**NEW BUSINESS**

**A. Pierce County Transit Board Elections: Ballot Nomination**

Pingel briefed the Council on a request by Pierce Transit 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. **Wittner MOVED 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; seconded by Reynolds.** George invited councilmember comment; Surina and Wittner commented on Henderson’s suitability for the position. Waltier recommended sharing the City’s concern’s to Henderson regarding the Tacoma Link Extension to Tacoma Community College. George recommended requesting Henderson to brief the Council annually. George invited public comment; none were provided. **The Motion Carried (7-0).**

**B. Drake Street Lift Station Project Contract Award**

Wakefield briefed the Council on the recommendation to 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. **Waltier MOVED 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; seconded by Wittner.** George invited councilmember comment; Viafore inquired on the life expectancy of the station; Wakefield indicated 15-20 years for the mechanical system and 100 years for the actual station. Viafore inquired whether this project required State coordination; Wakefield indicated the scope of work was within the City boundaries. George invited public comment; none were provided. **The Motion Carried (7-0).**

**C. Resolution: Fircrest, Pool, Community Center and Parks Steering Committee**

Pingel briefed the Council on the proposed resolution to establish the Fircrest Pool, Community Center and Parks Steering Committee. Pingel indicated that the Charter would include the addition of the three councilmembers to the membership of the Steering Committee. **Wittner MOVED to adopt Resolution No. 1527, establishing the Fircrest Pool, Community Center and Parks Steering Committee; seconded by Nixon.** George invited councilmember comment; Reynolds, Viafore, and George commented on minor edits to Steering Committee charter to encourage community participation. George invited public comment; none were provided. **The Motion Carried (7-0).** **George MOVED to nominate Councilmembers Wittner, Reynolds, and Surina to be members of the Steering Committee and Councilmember Nixon to serve as the alternate; seconded by Wittner.** George invited public comment; none were provided. **The Motion Carried (7-0).**

**CITY MANAGER COMMENTS**

Pingel reported that the management team, consisting of the department heads, meet weekly and thanked them for their participation and feedback.

**DEPARTMENT HEAD COMMENTS**

- Parks and Recreation Director Grover reported that the City was coordinating with Metro Parks and Pierce County to participate in Parks Appreciation Day at Whittier Park on April 21, 2018.
- Public Works Director Wakefield provided an update on the Ramsdell Water Main project, stating it was approximately a week ahead of schedule and within the contract amount. Wakefield indicated that staff was working on a grant application for the Alameda Avenue from Regence Boulevard to Spring Street project to bring the road to original grade, and restore the curb on the resident side and curb gutter, sidewalk, and planter strip as well as provide a shared bike lane per the City’s adopted streetscape standards.
- Police Chief Cheesman thanked the City Manager for the weekly management meetings, and indicated that reimbursement for the broken television at the Recreation Center was received. Cheesman stated that due to a State grant, the Department would be participating in distracted driving emphasis from April 2-14, 2018.

**COUNCILMEMBER COMMENTS**

- Viafore requested the City Manager submit a letter to Sound Transit regarding the Council’s concern over the lack of outreach for the Tacoma Link Extension to Tacoma Community College project. Viafore requested a discussion on summer water rates; after a brief discussion, Pingel indicated staff would prepare in-house analysis in context of the budget, capital projects, and meeting State conservation requirements for the April 2018 Council study session.
- Waltier thanked the audience for their attendance and commented on the City’s passport services.
- Surina indicated there would be fire fighter testing at his exercise center and commented on the sidewalk stamp on Ramsdell Street near Pasadena Avenue as the only sidewalk stamp that bore the “Tacoma Land Company.”
- George commented on the City’s passport services revenue opportunity and recommended the City do a paid Facebook post. George commented on the recruitment efforts for the Planning Commission and area recognition of the Fircrest Tot Lot.

**EXECUTIVE SESSION**

At 8:18 P.M., George reported that Council would take a five-minute recess and convene into Executive Session, not to exceed the hour of 8:55 P.M., to discuss the performance of a public employee pursuant to RCW 42.30.110.

The Council reconvened into regular session at 8:53 P.M.

**March 27, 2018**

**Firecrest City Council Meeting Minutes – Regular 5**

**ADJOURNMENT**

**Waltier MOVED to adjourn the meeting at 8:53 P.M., seconded by Wittner. The Motion Carried (6-0) – Reynolds not present.**

---

Hunter T. George, Mayor

---

Jessica Nappi, City Clerk

**NEW BUSINESS:** Traffic Light Improvement Project Close-Out  
**ITEM 10A.**

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

---

**RECOMMENDED MOTION:** I move to accept the contract for the Traffic Signal Safety Improvement Project completed by Northeast Electric, LLC in the final contract amount of \$231,986.00.

---

**PROPOSAL:** It is recommended that the City of Fircrest accept the Traffic Signal Safety Improvement Project completed by Northeast Electric, LLC for a total project cost of \$231,986.00.

**FISCAL IMPACT:** None identified. The contract award for the project was \$238,486.00. The final contract amount is \$231,986.00. The difference in final cost was due to not needing Bid Item #101, minor change in the amount of \$2,500.00 and Bid Item #110, repair of blocked or damaged conduit in the amount of \$4,000.00.

The final project amount is within the grant amount, which will fully fund the project.

**ADVANTAGE:** This action will close-out the project.

**DISADVANTAGES:** None identified.

**ALTERNATIVES:** Not to accept the project and return funding to WSDOT.

**HISTORY:** This project received a Highway Safety Improvement Program (HSIP) grant based on the scope and estimated costs prepared in December 2016. KPG was selected as the consultant to prepare the design and construction management of the project.

Northeast Electric, LLC has completed the project under budget and with the contract time limits. This project is also required to meet the Underutilized Disadvantaged Business Enterprise (UDBE) goal of 9% and Northeast Electric, LLC has provided a certification meeting that goal.

KPG and WSDOT acknowledges that Northeast Electric, LLC has completed the project and has accepted the project. WSDOT has done a final inspection and also a final document review for the project.

**ATTACHMENT:** [Final Pay Request](#)



# Contract Invoice

Invoice#: 5503

Date: 03/23/2018

## Northeast Electric, LLC

1780 Down River Dr  
Woodland WA 98674  
(360) 225-7004

**Billed To:** City of Fircrest  
115 Ramsdell Street  
Fircrest WA 98466

**Project:** Fircrest Traffic Signal Safety Improvements  
281-City of Fircrest Traffic Signa

---

**Due Date:** 04/22/2018

**Terms:** 30DY

**Order#**

---

Description	Amount
Pay Estimate 2	231,986.00
MOH Deduct	-50,638.24

per attached

*Thank you for your prompt payment!*

Non-Taxable Amount:	0.00
Taxable Amount:	181,347.76
Sales Tax:	0.00
Retainage	11,599.30
<b>Amount Due</b>	<b>169,748.46</b>

PROJECT NAME	TRAFFIC SIGNAL SAFETY IMPROVEMENTS	NE JOB #	26101	NE PAY ESTIMATE #	2
OWNER	CITY of FIRCREST	NE INVOICE #	5503	OWNER PAY ESTIMATE #	
PRIME CONTRACTOR	NORTHEAST ELECTRIC LLC	CONTRACT #	HSIP-0455(003)	PRIME PAY ESTIMATE #	



PERIOD THROUGH	3/25/2018
----------------	-----------

BID ITEM #	DESCRIPTION	QTY	UOM	UNIT PRICE	AMOUNT	QTY	PREVIOUS	QTY	CURRENT	QTY	TO DATE	REMAINING
101	Minor Change per Equitable Adjustment	1.0	EQ ADJ	\$ 2,500.00	\$ 2,500.00	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	\$ 2,500.00
102	Record Drawings	1.0	LS	\$ 3,500.00	\$ 3,500.00	0.00%	\$ -	100.00%	\$ 3,500.00	100.00%	\$ 3,500.00	\$ -
103	SPCC Plan	1.0	LS	\$ 2,500.00	\$ 2,500.00	0.00%	\$ -	100.00%	\$ 2,500.00	100.00%	\$ 2,500.00	\$ -
104	Mobilization	1.0	LS	\$ 15,000.00	\$ 15,000.00	0.00%	\$ -	100.00%	\$ 15,000.00	100.00%	\$ 15,000.00	\$ -
105	Project Temporary Traffic Control	1.0	LS	\$ 28,000.00	\$ 28,000.00	0.00%	\$ -	100.00%	\$ 28,000.00	100.00%	\$ 28,000.00	\$ -
106	Erosion/Water Pollution Control	1.0	LS	\$ 3,500.00	\$ 3,500.00	0.00%	\$ -	100.00%	\$ 3,500.00	100.00%	\$ 3,500.00	\$ -
107	Roadside Restoration	1.0	LS	\$ 2,500.00	\$ 2,500.00	0.00%	\$ -	100.00%	\$ 2,500.00	100.00%	\$ 2,500.00	\$ -
108	TS Mod Emerson St. and Alameda Ave.	1.0	LS	\$ 65,396.00	\$ 65,396.00	0.00%	\$ -	100.00%	\$ 65,396.00	100.00%	\$ 65,396.00	\$ -
109	TS Mod Regents Blvd. and Alameda Ave.	1.0	LS	\$ 84,211.00	\$ 84,211.00	0.00%	\$ -	100.00%	\$ 84,211.00	100.00%	\$ 84,211.00	\$ -
110	Repair Blocked or Damaged Conduit	1.0	FA	\$ 4,000.00	\$ 4,000.00	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	\$ 4,000.00
A201	Project Temporary Traffic Control	1.0	LS	\$ 7,500.00	\$ 7,500.00	0.00%	\$ -	100.00%	\$ 7,500.00	100.00%	\$ 7,500.00	\$ -
A202	Emerg Pre-empt Det Emerson and Alameda	1.0	LS	\$ 9,760.00	\$ 9,760.00	0.00%	\$ -	100.00%	\$ 9,760.00	100.00%	\$ 9,760.00	\$ -
A203	Emerg Pre-empt Det Regents Blvd and Alameda	1.0	LS	\$ 10,119.00	\$ 10,119.00	0.00%	\$ -	100.00%	\$ 10,119.00	100.00%	\$ 10,119.00	\$ -
<b>A</b>	<b>SUB TOTAL</b>				<b>\$ 238,486.00</b>	<b>0.00%</b>	<b>\$ -</b>	<b>97.27%</b>	<b>\$ 231,986.00</b>	<b>97.27%</b>	<b>\$ 231,986.00</b>	<b>\$ 6,500.00</b>
CO #	CHANGE ORDERS	QTY	UOM	UNIT PRICE	AMOUNT	QTY	PREVIOUS	QTY	CURRENT	QTY	TO DATE	REMAINING
		1.0	LS	\$ -	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	\$ -
		1.0	LS	\$ -	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	\$ -
<b>B</b>	<b>SUB TOTAL</b>				<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>
MATERIAL ON HAND						MATERIAL ON HAND DEDUCTS						
DATE	BID ITEMS	INVOICE	PREVIOUS	CURRENT	DATE	BID ITEMS	INVOICE	PREVIOUS	CURRENT			
2/25/18	109	Graybar #9300920864	\$ 4,380.00	\$ -	3/25/18	109	Graybar #9300920864	\$ -	\$ (4,380.00)			
2/25/18	A202	Western Systems #34665	\$ 3,155.35	\$ -	3/25/18	A202	Western Systems #34665	\$ -	\$ (3,155.35)			
2/25/18	A203	Western Systems #34666	\$ 3,064.89	\$ -	3/25/18	A203	Western Systems #34666	\$ -	\$ (3,064.89)			
2/25/18	108	Western Systems #35118	\$ 9,189.40	\$ -	3/25/18	108	Western Systems #35118	\$ -	\$ (9,189.40)			
2/25/18	109	Western Systems #35119	\$ 2,964.00	\$ -	3/25/18	109	Western Systems #35119	\$ -	\$ (2,964.00)			
2/25/18	108	Western Systems #35225	\$ 13,942.30	\$ -	3/25/18	108	Western Systems #35225	\$ -	\$ (13,942.30)			
2/25/18	109	Western Systems #35248	\$ 13,942.30	\$ -	3/25/18	109	Western Systems #35248	\$ -	\$ (13,942.30)			
<b>C</b>	<b>SUB TOTAL</b>				<b>\$ 50,638.24</b>	<b>D</b>	<b>SUB TOTAL</b>				<b>\$ -</b>	<b>\$ (50,638.24)</b>
TOTALS					REVISED AMOUNT	QTY	PREVIOUS	QTY	CURRENT	QTY	TO DATE	REMAINING
SUB TOTAL A+B					\$ 238,486.00	0.00%	\$ -	97.27%	\$ 231,986.00	97.27%	\$ 231,986.00	\$ 6,500.00
MATERIAL ON HAND C							\$ 50,638.24		\$ -		\$ 50,638.24	
MATERIAL ON HAND DEDUCTS D							\$ -		\$ (50,638.24)		\$ (50,638.24)	\$ -
WA. STATE SALES TAX					0.0%		\$ -		\$ -		\$ -	\$ -
GROSS BILLING					\$ 238,486.00		\$ 50,638.24		\$ 181,347.76		\$ 231,986.00	\$ 6,500.00
RETAINAGE					\$ (11,924.30)		\$ -		\$ (11,599.30)		\$ (11,599.30)	\$ (325.00)
NET BILLING					\$ 226,561.70	22.35%	\$ 50,638.24	74.92%	\$ 169,748.46	97.27%	\$ 220,386.70	\$ 6,175.00





1780 DOWN RIVER DRIVE ▪ WOODLAND, WA. 98674 ▪ (360) 225-7004 ▪ (360) 225-7001 fax

[www.nellc.net](http://www.nellc.net)

**LUMP SUM BREAKDOWN**

**CITY of FIRCREST  
TRAFFIC SIGNAL SAFETY IMPROVEMENTS  
FIRCREST, WA.**

PE 2
% Complete
<u>3/25/2018</u>

**BASE BID**

**BID ITEM DESCRIPTION**

<b>101</b>	<b>MINOR CHANGE per EQUITABLE ADJUSTMENT</b> MINOR CHANGE per EQUITABLE ADJUSTMENT	100.00% \$ 2,500.00	0.00% \$ -
		<b>TOTALS 100.00% \$ 2,500.00</b>	<b>0.00% \$ -</b>
<b>102</b>	<b>RECORD DRAWINGS</b> RECORD DRAWINGS	100.00% \$ 3,500.00	100.00% \$ 3,500.00
		<b>TOTALS 100.00% \$ 3,500.00</b>	<b>100.00% \$ 3,500.00</b>
<b>103</b>	<b>SPCC PLAN</b> PLAN IMPLEMENTATION	100.00% \$ 2,500.00	100.00% \$ 2,500.00
		<b>TOTALS 100.00% \$ 2,500.00</b>	<b>100.00% \$ 2,500.00</b>
<b>104</b>	<b>MOBILIZATION</b> MOBILIZATION	100.00% \$ 15,000.00	100.00% \$ 15,000.00
		<b>TOTALS 100.00% \$ 15,000.00</b>	<b>100.00% \$ 15,000.00</b>
<b>105</b>	<b>PROJECT TEMPORARY TRAFFIC CONTROL</b> PROJECT TEMPORARY TRAFFIC CONTROL	100.00% \$ 28,000.00	100.00% \$ 28,000.00
		<b>TOTALS 100.00% \$ 28,000.00</b>	<b>100.00% \$ 28,000.00</b>
<b>106</b>	<b>EROSION/WATER POLLUTION CONTROL</b> EROSION/WATER POLLUTION CONTROL	100.00% \$ 3,500.00	100.00% \$ 3,500.00
		<b>TOTALS 100.00% \$ 3,500.00</b>	<b>100.00% \$ 3,500.00</b>

<b>107</b>	<b>ROADSIDE RESTORATION</b>				
	ROADSIDE RESTORATION	100.00%	\$ 2,500.00	100.00%	\$ 2,500.00
	<b>TOTALS</b>	<b>100.00%</b>	<b>\$ 2,500.00</b>	<b>100.00%</b>	<b>\$ 2,500.00</b>

<b>108</b>	<b>TS MOD EMERSON ST. &amp; ALAMEDA AVE.</b>				
	TRENCH & WIRING PREP FOR CONTROLLER	16.82%	\$ 11,000.00	100.00%	\$ 11,000.00
	CONTROLLER CABINET	49.09%	\$ 32,100.00	100.00%	\$ 32,100.00
	SIGNAL EQUIPMENT	23.39%	\$ 15,296.00	100.00%	\$ 15,296.00
	WIRING	10.70%	\$ 7,000.00	100.00%	\$ 7,000.00
	<b>TOTALS</b>	<b>100.00%</b>	<b>\$ 65,396.00</b>	<b>100.00%</b>	<b>\$ 65,396.00</b>

<b>109</b>	<b>TS MOD REGENTS BLVD. &amp; ALAMEDA AVE.</b>				
	J-BOX AND TRENCH	14.25%	\$ 12,000.00	100.00%	\$ 12,000.00
	FOUNDATION	10.94%	\$ 9,211.00	100.00%	\$ 9,211.00
	SERVICE CABINET	16.62%	\$ 14,000.00	100.00%	\$ 14,000.00
	CONTROLLER CABINET	37.06%	\$ 31,211.00	100.00%	\$ 31,211.00
	SIGNAL EQUIPMENT	14.00%	\$ 11,789.00	100.00%	\$ 11,789.00
	WIRING	7.12%	\$ 6,000.00	100.00%	\$ 6,000.00
	<b>TOTALS</b>	<b>100.00%</b>	<b>\$ 84,211.00</b>	<b>100.00%</b>	<b>\$ 84,211.00</b>

<b>110</b>	<b>REPAIR BLOCKED or DAMAGED CONDUIT</b>				
	REPAIR BLOCKED or DAMAGED CONDUIT	100.00%	\$ 4,000.00	0.00%	\$ -
	<b>TOTALS</b>	<b>100.00%</b>	<b>\$ 4,000.00</b>	<b>0.00%</b>	<b>\$ -</b>

**BID ALTERNATE A1-EMERGENCY VEHICLE PREEMPTION DETECTORS**

<b>A201</b>	<b>PROJECT TEMPORARY TRAFFIC CONTROL</b>				
	PROJECT TEMPORARY TRAFFIC CONTROL	100.00%	\$ 7,500.00	100.00%	\$ 7,500.00
	<b>TOTALS</b>	<b>100.00%</b>	<b>\$ 7,500.00</b>	<b>100.00%</b>	<b>\$ 7,500.00</b>

<b>A202</b>	<b>EMERG PRE-EMPT DET EMERSON ST. &amp; ALAMEDA AVE.</b>				
	OPTICOM INSTALLATION	100.00%	\$ 9,760.00	100.00%	\$ 9,760.00
	<b>TOTALS</b>	<b>100.00%</b>	<b>\$ 9,760.00</b>	<b>100.00%</b>	<b>\$ 9,760.00</b>

<b>A203</b>	<b>EMERG PRE-EMPT DET REGENTS BLVD. &amp; ALAMEDA AVE.</b>				
	OPTICOM INSTALLATION	100.00%	\$ 10,119.00	100.00%	\$ 10,119.00
	<b>TOTALS</b>	<b>100.00%</b>	<b>\$ 10,119.00</b>	<b>100.00%</b>	<b>\$ 10,119.00</b>

**NEW BUSINESS:** Interlocal Agreement with Pierce County for Jail Services  
**ITEM 10B.**

**FROM:** John Cheesman, Police Chief

---

**RECOMMENDED MOTION:** I move to adopt Resolution No. \_\_\_\_\_, authorizing the City Manager to enter into an Interlocal Agreement with Pierce County for the Housing of Inmates in the Pierce County Jail.

---

**PROPOSAL:** The Council is being asked to adopt a resolution authorizing the City Manager to sign an Interlocal Agreement with Pierce County for the housing of inmates in the Pierce County Jail. This agreement will be in effect for three years and shall be extended for a one year period on each anniversary date. Each party agrees they must provide at least 90 days' notice to terminate the contract.

**FISCAL IMPACT:** Jail services are already budgeted under Criminal Justice. Under the new agreement we will be paying a booking rate of \$53.90, a daily rate of \$78.90, a Special Identification Process of \$180.40, and a Mental Health rate of \$218.50. This is a slight increase of 2.5% of what we paid this past year. This is substantially less than what we were previously paying in 2016 and early 2017. At that time, the City was paying a booking fee of \$253.25, a daily rate of \$103.55, a Special Identification Fee of \$189.10, and a Mental Health Fee of \$213.30. These rates are now consistent for all cities/towns including Tacoma. Medical expenses are the financial responsibility of the City. The County has agreed that except in extreme emergencies that they will notify the City in advance prior to the incurring costs as a result of extraordinary medical, mental health, or dental care.

**ADVANTAGE:** This agreement states that the County will notify us if the defendant is going to incur cost as a result of extraordinary medical, mental health, or dental care. This will allow us the opportunity to release the defendant on our charges prior to incurring additional expenses.

**DISADVANTAGES:** As has always been the case, in a rare instance where there was an extreme emergency where one of our inmates needed to be transported to the hospital prior to notifying us we could be responsible for the bill.

**HISTORY:** Historically, we have paid much higher rates that included all medical expenses that might occur.

**ATTACHMENTS:** [Resolution](#)  
[Jail Services with Pierce County Interlocal Agreement](#)

**CITY OF FIRCREST  
RESOLUTION NO. \_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
FIRCREST, WASHINGTON, AUTHORIZING THE CITY MANAGER  
TO EXECUTE AN AGREEMENT FOR THE PROVISION OF JAIL  
SERVICES WITH PIERCE COUNTY.**

**WHEREAS**, the County operates and maintains the Pierce County Jail located at 910 Tacoma Avenue South and near the City of Fircrest; and

**WHEREAS**, the City of Fircrest wishes to continue contracting with Pierce County for the provision of jail services; and

**WHEREAS**, the City of Fircrest will benefit from the use of the Pierce County Jail; Now, Therefore

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

**Section 1.** The City Manager is hereby authorized and directed to execute an Agreement for the Provision of Jail Services with Pierce County.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FIRCREST, WASHINGTON**, at a regular meeting thereof this 10<sup>th</sup> day of April, 2018.

**APPROVED:**

\_\_\_\_\_  
Hunter T. George, Mayor

**ATTEST:**

\_\_\_\_\_  
Jessica Nappi, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Michael B. Smith, City Attorney

**AGREEMENT PROVIDING FOR THE PROVISION OF  
JAIL SERVICES  
BETWEEN THE CITY OF FIRCREST  
AND  
PIERCE COUNTY**

This Agreement, made and entered into by and between, the City of Fircrest, hereinafter referred to as the “City”, and the County of Pierce, hereinafter referred to as the “County”, under and pursuant to the provisions of Chapter 70.48.090 of the Revised Code of Washington. This Agreement supersedes any prior agreements entered into between the parties herein with regard to the terms and provisions set forth below.

**WHEREAS;** the County operates and maintains the Pierce County Jail located at 910 Tacoma Avenue South, Tacoma, WA, adjacent to the County-City Building; and

**WHEREAS:** it is in the best interest of the residents of the City and the County that services and facilities of the Pierce County Jail be made available by the County pursuant to RCW 70.48.090;

**NOW THEREFORE,** it is agreed between the parties as follows:

1. **Purpose:** The County will undertake and does hereby covenant and agree that, as to each person presented for booking in the County Jail by the City, the County will perform all necessary services incident in the confinement, detention, booking and safekeeping of such persons.
2. **Term:** This agreement shall be in full force for three (3) years beginning January 1, 2018. Upon the expiration of the initial three (3) year term, the Agreement shall be extended automatically for a one year period on each anniversary date unless the parties have provided notice of intent to abandon the agreement. If either party desires to terminate the relationship created by this agreement, they must provide not less than ninety days written notice to the other party prior to the beginning of the calendar year (January 1).
3. **Amendments:** All provisions of this agreement, may be amended in writing at any time by the mutual consent of the parties hereto and such amendments shall take effect immediately. In the event of any conflict, inconsistency, or incongruity between the provision of this agreement and the provision of the amendment, the provisions of the amendment shall in all respects govern and control.
4. **Access:** The County shall provide access to City inmates for all City entities (i.e. prosecutor, court, etc.).
5. **Refusal to Book/Turn-away:** The County retains the right of refusal and/or book of City inmates due to space/capacity challenges and/or medical/mental health issues.

6. **Record Keeping:** Both parties shall cooperate with each other to provide necessary records and information that either party can legally provide to ensure clear communication between the City and County.
7. **Court Transport/Escort:** “Transport” and “Escort” are terms used interchangeably and explicitly refer to the act of transporting an inmate to court and maintaining security while the inmate is in the courtroom. Transport and Escort fees within the Pierce County Jail will be provided at the rate referred to in the “Cost Exhibit” for court escort transports. This is only applicable to those transports within the Jail and/or County-City Building.
8. **Booking:** The County shall endeavor to complete the booking process within thirty (30) minutes per inmate booked. The time for booking under this Agreement begins to run when the inmate is brought face-to-face with the Booking Deputy. A booking is complete when the presence of the City police officer who brought the inmate to the Jail is no longer required and the officer is free to return to his/her other duties.
9. **Inmate Processing:** Inmate processing includes taking fingerprints and pictures of all inmates booked into the Jail.
10. **City Inmate:** For the purpose of this agreement, those inmates considered to be the responsibility of the City shall be defined as follows:
  - a. City inmate means a person housed in the jail following an arrest by a City officer for a City ordinance violation, misdemeanor, or under a City municipal warrant. The term “City Inmate” shall apply retroactively to those persons arrested by a City Police Officer for violations of State law who are detained in jail for violation of a Municipal Ordinance or misdemeanor. It excludes an inmate held under warrants of other governments, and an inmate detained after a City hold has been released.
11. **Definitions:**
  - a. The term “daily rate”, for the purposes of this agreement, shall include all costs connected with the maintenance, care and custody, health care, meals, housing, clothing, insurance, administration, rent, supplies, food, and any other related services for the detention of the inmate, including routine medical, pharmacy, mental health and dental treatment. Routine treatment is defined as those services which can be obtained through health care providers within the jail clinic facility. Except in emergencies, the County shall notify the City in advance prior to the incurring costs as a result of extraordinary medical, mental health or dental care.
  - b. Any extraordinary or emergency medical expenses shall be the financial responsibility of the City. Extraordinary or emergency medical expense is any expense beyond that which is normally provided by the health care providers and/or security staff within the Jail facility, including costs for transporting the City inmate by ambulance to a hospital emergency room for medical care.
  - c. Court escort fees shall be charged separately.

- d. The “daily rate” charge for the confinement and detention of a City inmate shall be applicable after said inmate has been confined in jail for five (5) hours within any twenty-four (24) hour period.
  - e. The “booking rate” shall be the charge for the entire booking process which includes a medical assessment of the inmate. It includes registration, fingerprinting, photograph, inventory and safekeeping of personal property, and other functions established by the State.
12. **Payment/Reimbursement:** The rates/fees established for each calendar year of this agreement are subject to annual cost-of-living adjustments. The rates will be adjusted annually in January of each year based on the proportional percentage cost increase or decrease over the prior year (base year) for the following cost factors: 1) salaries; 2) health, pension, workers compensation; 3) post coverage, 4) services (i.e. mental health, medical, food, etc.), 5) special identification process, 6) supplies, 7) utilities, 8) insurance. The percentage increase in each line item shall be allocated to the cost-of-living adjustment based upon the proportion that each individual line represents of the total costs (the sum total of the above line items). Prior to making any cost-of-living adjustments in rates, the County will provide the City with an itemized accounting of the cost allocations for each line item. Both parties shall review the costs allocated to each line item and mutually agree to the annual percentage increase for each line item to the total costs, and the calculation of the annual cost-of-living adjustment. In the event that the actual costs for line item no. 1 (salaries) is not known at the time of the calculation of the annual cost-of-living adjustment, the parties will agree upon a reasonable estimated percentage increase in costs and proportional allocation to be utilized in the calculation of the cost-of-living adjustment. The parties agree that, at such time as the actual percentage increase in costs for salaries and the proportional allocation become known, the parties shall mutually agree upon a recalculation of and adjustment to the annual cost-of-living adjustment reflecting the actual costs for salaries, and upon a lump sum payment, or credit, to provide for recovery of under or over payments made. Annual cost-of-living adjustments exceeding three and one-half (3.5%) are subject to mediation at the request of either party. Payment shall be made within 30 days of receipt of invoice. The County shall provide advance notice of any fee/charge increase and when it is to become effective in writing.
13. **Billing:** The invoice shall include details of the number of inmates per day, bookings, and escorts. The invoice shall be mailed to: City of Fircrest, 115 Ramsdell Street, Fircrest, WA 98466.
14. **Other Contract Arrangements:** The City reserves the right to separately contract with another entity for the provision of jail services.
15. **Written Notice of Termination:** Either party must provide not less than ninety days written notice of termination to the other party prior to the beginning of the calendar year (January 1); provided that notice of termination may be given no sooner than January 1, 2018 or consecutive years after.

## 16. Indemnification

- a. The CITY shall indemnify and hold harmless the COUNTY, its elected and appointed officers, agents, and employees, from any and all claims, actions, lawsuits, liability, loss, costs, expenses, and damages of any nature whatsoever, by reason of or arising out of any act or omission of the CITY, its appointed and elected officers, agents, and/or employees in arresting, detaining, charging, or transporting persons before acceptance by the Jail or while said persons are in custody of the CITY outside the Jail. Acceptance of an arrestee by the Jail occurs when the arrestee is (1) medically cleared for entry into the Jail and (2) the booking officer informs the arresting officer that he/she may leave.

In the event that any suit based upon such a claim, action, loss, or damage is brought against the COUNTY, the CITY shall defend the same at CITY'S sole cost and expense; provided that the COUNTY retains the right to participate in said suit if any principle of government or public law is involved, and if final judgment in such a suit be rendered against the COUNTY, its elected and appointed officers, agents, and/or employees, or jointly against the COUNTY and the CITY and their respective officers, agents, and/or employees, the CITY shall satisfy the same.

CITY is responsible for their elected and appointed officers, employees, and agents while they are working in the COUNTY'S facilities. CITY agrees to specifically defend, indemnify, and hold harmless COUNTY for claims against COUNTY by CITY'S own employees, and, solely for the purpose of this provision, CITY specifically waives any immunity under the State industrial insurance Law, Title 51 RCW. CITY agrees that the parties mutually negotiated this waiver.

- b. The COUNTY shall indemnify and hold harmless the CITY, its elected and appointed officers, agents, and employees, from any and all claims, actions, suits, liability, loss, costs, expenses, and damages of any nature whatsoever, by reason of or arising out of any action or omission of the COUNTY, its elected and appointed officers, agents, and/or employees in confining persons who have been presented to and accepted by the Jail from the CITY, its officers, agents and/or employees, while said persons are in Jail or in custody of the COUNTY outside the Jail.

In the event that any suit based upon such a claim, action, loss, or damage is brought against the CITY, the COUNTY shall defend the same at COUNTY'S sole cost and expense; provided that the CITY retains the right to participate in said suit if any principle of government or public law is involved, and if final judgment in such suit be rendered against the CITY, its officers, agents, and/or employees, or jointly against the COUNTY and the CITY and their respective officers, agents, and/or employees, the COUNTY shall satisfy the same.



The Indemnification provisions herein shall survive the termination of this Agreement.

16. **Entire Agreement:** This agreement constitutes the entire agreement between the parties and represents the entire understanding of the parties hereto. It supersedes any oral representation that are inconsistent with or modify its terms and conditions.
17. **Remedies:** No waiver of any right under this agreement shall be effective unless made in writing by the authorized representative of the parties to be bound thereby. Failure to assist upon full performance on any one or several occasions does not constitute consent to or waiver of any later non-performance, nor does payment of a billing or continued performance after notice of a deficiency in performance constitute an acquiescence thereto.
18. **Disputes:** Shall be referred to the City Official and the Sheriff for mediation and/or settlement. If not resolved by them within sixty (60) days, either the City Official or the Sheriff, or both of them, may apply to the presiding Judge of the Superior Court of Pierce County, Washington, for appointment of a conciliator. The Conciliator shall assume the functions of an arbitrator of the dispute after a reasonable effort at conciliation fails, should the amount involved in the dispute and application of the principle at issue in future years entail expenditures or appropriations of One Hundred Thousand Dollars (\$100,000) or less. Each party shall pay one-half (1/2) of a conciliator's fee and expenses.
19. **Most Favored Customer:** If at any time during the term of this Agreement any other jail customer obtains rates and/or substantive or procedural terms with respect to any service or other topic included in this Agreement which the City deems more favorable than the terms provided herein, the County will adjust the rate and/or terms for each such service or other topic to conform to the more favorable terms, and those adjustments will be confirmed in writing by the parties as an addendum to this Agreement.

End of Agreement. Signature page immediately follows.

**PIERCE COUNTY**  
**CONTRACT SIGNATURE PAGE**

**Contract#** \_\_\_\_\_

IN WITNESS WHERE OF, the parties have executed this Agreement this \_\_\_\_ day of \_\_\_\_\_, 2018.

**CONTRACTOR:**

\_\_\_\_\_  
Contractor Signature    Date

\_\_\_\_\_  
Title of Signatory Authorized by Firm Bylaws

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Mailing  
Address: \_\_\_\_\_

\_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax/email: \_\_\_\_\_

**PIERCE COUNTY:**

Approved As to Legal Form Only:

\_\_\_\_\_  
Prosecuting Attorney    Date

Recommended:

\_\_\_\_\_  
Budget and Finance    Date

Approved:

\_\_\_\_\_  
Department Director    Date  
*(less than \$250,000)*

\_\_\_\_\_  
County Executive    Date  
*(over \$250,000)*

**NEW BUSINESS:** Fundraising 101 Presentation by Linda Kaye Briggs  
**ITEM 10C.**

**FROM:** Scott Pingel, City Manager

---

**RECOMMENDED MOTION:** None. For informational and discussion purposes only.

---

### **Biography**

Linda Kaye Briggs established The Briggs Group in October of 2015, beginning a new chapter to a successful 19 years in development and marketing leadership. From 2005-2015, she completed slightly more than ten years of service as the Executive Director of the MultiCare Health Foundation, a hospital-based foundation that raises capital for campus expansion and remodeling, as well as programs and services for two adult hospitals and over 100 clinics. For over 27 years, Ms. Briggs has served on high-level management teams in fundraising and sales for two major industry sectors: health care/social services and retail banking, where she served as a Regional Vice President supervising 25 retail branches.

Ms. Briggs has had the privilege of creating, developing and shaping fundraising, development and sales cultures for a variety of highly respected organizations including Harborstone Credit Union, United Way of Pierce County, and MultiCare Health Foundation.

Her enthusiastic sales leadership work style is best described as a relationship builder, coach and mentor when creating strategic solutions to fund development challenges. This style resulted in managing and leading a team that raised over \$30 million to erect new Emergency Departments for Tacoma General and Mary Bridge Children's Hospitals.

Ms. Briggs is recognized for her motivating oral presentations and has been asked many times to provide inspirational fund development training to individuals and a variety of volunteer boards. Ms. Briggs has served as a Rotarian for the past 14 years – she was recently selected to serve as President of the largest Rotary Club in Pierce County, Tacoma 8. For 15 years, she has tutored kindergartners in reading and writing. Ms. Briggs has served on many committees in a leadership and fundraising role to support healthcare issues for women and children. Ms. Briggs was recruited to sit on the Strategic Committee for Lighthouse Christian School, which resulted in a five- to ten- year business plan for the Board of Directors. In 2011, she was selected as a Woman of Distinction for the Girls Scouts, Pacific Peaks, and she is a Senior Fellow of the American Leadership Forum, Class XVII.

### **Education**

1978 California State University, CA: Bachelor of Arts, Business and Technical Communications

1990 University of Washington, Seattle, WA: Masters in Retail Banking and Finance